

Page of new file	2023 ver	2025 ver
P2	2. While the research team associated with the university will be responsible for carrying out the project, the university concerned shall be the Applicant. The Innovation and Technology Commission (ITC) administering the ITF intends to organise two application solicitation exercises every twelve months. While there is no limit on the total number of applications from a university under the Scheme, each university is welcome to submit a maximum of 15 applications for each application solicitation exercise. Where an application is successful, the university, as the Applicant, will enter into a project agreement with the Government and is required to comply with all the terms and conditions therein, including those on project progress and expenditure, submission of reports and audited accounts, etc.. The university shall assume all legal liabilities arising from, and be directly accountable and liable for all legal obligations relating to the project, and shall not take any action that is prejudicial to the Government's interest.	2. While the research team associated with the university will be responsible for carrying out the project, the university concerned shall be the Applicant. The Innovation and Technology Commission (ITC) administering the ITF intends to organise one application solicitation exercise every twelve months, usually in September or October each year. A broad outline of the regular cycle for each round is set out at Annex A.
P2	Separated 2 into 2 and 3 in 2025 ver	3. Each university is welcome to submit a maximum of 15 applications for each application solicitation exercise. The relevant university shall confirm that the basic R&D outcomes to be used in the project originate from it. Where an application is successful, the university, as the Applicant, will enter into a project agreement with the Government and is required to comply with all the terms and conditions therein, including those on project progress and expenditure, submission of reports and audited accounts, etc.. The university shall assume all legal liabilities arising from, and be directly accountable and liable for all legal obligations relating to the project, and shall not take any action that is prejudicial to the Government's interest.
P3	6. In the first stage, there should be contribution from both the industry and university, but capital investment and/or sponsorship or in-kind support are accepted. The in-kind support shall not exceed 50% of the total contribution from the industry and university. In the second stage, only capital investment and/or sponsorship from the industry are accepted, whereby university's contribution is welcome but will not be considered for matching purpose⁶.	7. In the first stage, there should be contribution from both the industry and university, but capital investment and/or sponsorship or in-kind support are accepted. The in-kind support shall not exceed 50% of the total contribution from the industry and university. In the second stage, only capital investment and/or sponsorship from the industry are accepted, whereby university's contribution is welcome but will not be considered for matching purpose⁶. Successful applications that fail to receive cash injection from industry contributors (excluding university) within 12 months after the announcement of the funding amount approved in principle will be deemed to be withdrawn by the Applicant and will be discontinued.
P3	7. As a general observation, it is noted that the higher the degree of industry contribution and the more certain / unconditional the industry contribution, the stronger the industry has demonstrated its interest in the project and hence the greater the potential for commercialisation. Therefore, a project with a higher level and more certain / unconditional industry contribution will be taken as a factor for consideration in the process of vetting.	8. As a general observation, it is noted that the higher the degree of industry contribution and the more certain / unconditional the industry contribution, the stronger the industry has demonstrated its interest in the project and hence the greater the potential for commercialisation. As the Scheme also aims to support development of the local innovation and technology (I&T) ecosystem, Applicants are encouraged to undertake their project work and tasks, including manufacturing, in Hong Kong as far as possible. Therefore, a project with a higher level and more certain / unconditional industry contribution as well as a higher degree of local work content, including manufacturing, will be taken as factors for consideration in the process of vetting.
P4	10. Unless otherwise specified in the project agreements, all interest income generated in the risk-free interest-bearing project bank accounts under para.9 above should be credited to the Project Bank Account and the funds in the Project Bank Account shall also be subject to the arrangements in Sections E.4, E.5 and F.6 where applicable.	11. Unless otherwise specified in the project agreements, all interest income generated in the risk-free interest-bearing project bank accounts under para.10 above should be credited to the Project Bank Account and the funds in the Project Bank Account shall also be subject to the arrangements in Sections E.4, E.5 and F.6 where applicable.
P5	13. The Applicant must duly complete and sign the Application Form. The Application Form should be submitted together with all necessary information and supporting documents. Applications must be submitted to the Scheme's Secretariat – (a) through the ITC's weblink (https://www.itf.gov.hk/rpfas/); and (b) in one duly signed and stamped original hard copy.	14. The Applicant must duly complete and sign the Application Form. The Application Form should be submitted together with all necessary information and supporting documents. Applications must be submitted to the Scheme's Secretariat – (a) through the ITC's weblink (https://www.itf.gov.hk/rpfas/); and (b) in one duly signed and stamped as well as properly bound original hard copy.
P8	3. A PIC has to be appointed among the project team. The PIC should be associated with the respective university and engaged in the project or the start-up's business. The PIC is responsible for– (a) overseeing the operations of the project or the start-up; and (b) liaising with the university on matters relating to RAISE+ funding. The PIC is required to hold a senior position in the team or the start-up and can be reached by the associated university during normal business hours.	3. A PIC has to be appointed among the project team. The PIC should be associated with the respective university and engaged in the project or the start-up's business. In each application solicitation exercise, an individual can at most be the PIC of one application and a member of another application. In other words, the same individual cannot be involved in more than two applications in each exercise. 4. The PIC is responsible for– (a) overseeing the operations of the project or the start-up; and (b) liaising with the university on matters relating to RAISE+ funding. The PIC is required to hold a senior position in the team or the start-up and can be reached by the associated university during normal business hours.
P10	No 3d)	(d) If certain project work is to be subcontracted directly to the subsidiary of the company formed by the project team outside Hong Kong, rather than following the procurement procedures stated in Section F.7 of this Guidelines, full justifications for direct procurement and documentary proofs with breakdown on expenses indicating that the goods/services would be delivered at cost should be provided for ITC's prior approval. For such cases, up to 50% of the R&D work of the project carried out outside Hong Kong, if fully justified and compliant with all relevant requirements of the RAISE+ Scheme, could be approved. However, general business operation (e.g. utilities charges, cleaning expenses, general administration and office expenses, etc.) of the subsidiary outside Hong Kong of the company formed by the project team will not be covered under the Scheme.
P12	2. The universities should submit their applications to the ITC for preliminary assessment (which may include, where necessary, peer review and business review on the technical aspect and business viability of the application) and a final assessment by the Steering Committee. After assessment, the Steering Committee will recommend applications for the CIT's approval.	2. The universities should submit their applications to the ITC for preliminary assessment (which may include, where necessary, peer review and business review on the technical aspect and business viability of the application). The results of such preliminary assessment will be considered by the Steering Committee. Those project teams invited for interview by the Steering Committee would be invited to introduce their projects and respond to enquiries raised by the Steering Committee members. Following the interview and a final assessment by the Steering Committee, the Steering Committee will recommend worthy applications for the CIT's approval.
P12	4. The applications will be assessed in accordance with the following criteria and weightings in the first stage and second stage respectively –	4. Projects from different technological fields are welcome under the Scheme. The applications will be assessed in accordance with the following criteria and weightings in the first stage and second stage respectively –

P13	The details of each assessment aspect as well as the detailed information each Applicant should provide are set out at Annex A.	The details of each assessment aspect as well as the detailed information each Applicant should provide are set out at Annex B. Regardless of their technological fields, applications with different project cycles will not be prejudiced in the assessment process as long as they can initiate the commercialisation of R&D outcome within a five-year (or 60-month) project period. Nevertheless, to encourage the acceleration of commercialisation, projects commencing from the second stage or projects commencing from the first stage with commercialisation results being materialised within a shorter project duration would be more favourably considered during the assessment. 5. To incentivise the industry contributors in making the financial commitments and to make available contributions to the projects in a timely manner, project teams which can provide documentary proofs that at least 10% of the total committed industry and university cash contributions for the whole project has already been deposited into the bank account of the university at the time of application would be invited for interview and accorded priority in the assessment process, irrespective of the aforementioned preliminary assessment but without prejudice to the consideration by the Steering Committee. These contributions cannot be retrieved before the application results are announced and cannot be spent as Project Funds until the funding agreement between the project team and ITC is signed. If subsequently the project is recommended by the Steering Committee for CIT’s approval, the contributions will be directly transferred to the project bank account to match Government funding; if the project does not succeed, the universities shall return these contributions to the relevant parties, according to the terms agreed among the university and the relevant parties.																
P14	1. Project Expenditure All Project Funds (including ITF grants, university /industry contribution, including capital investment and/or sponsorship, and other income derived from the project during the project period) must be used in a reasonable, proportionate and proper manner in the following areas and incurred within the project period. Any expenditure item or part thereof which is already funded or will be funded by the Government of the Hong Kong Special Administrative Region (HKSARG), a HKSAR Government subvented body/institution, the associated university or third parties will not be funded under RAISE+, i.e. no double payment is allowed for the same part of an expenditure item.❖Project Funds may be used for covering –	1. Project Expenditure All Project Funds (including ITF grants, university /industry contribution, including capital investment and/or sponsorship, and other income derived from the project during the project period) must be used in a reasonable, proportionate and proper manner in the following areas and incurred within the project period. Any expenditure item or part thereof which is already funded or will be funded by the Government of the Hong Kong Special Administrative Region (HKSARG), a HKSAR Government subvented body/institution, the associated university or third parties will not be funded under RAISE+, i.e. no double payment is allowed for the same part of an expenditure item. Project Funds should not be used to cover project expenses incurred before the signing of the funding agreement with the ITC. Project Funds may be used for covering –																
P16	(iv) In general, shareholders/directors/management team members/staff of any company making the industry’s contribution to the project shall not take any form of remuneration from the Project Funds. If any shareholders/directors/management team members/staff of the company or its related company within the same group of companies are appointed as the PIC or a project team member, the university of the approved application should provide declarations made by the above personnel in writing on all relevant remunerated positions, justifications for the appointment and course of action to be taken to mitigate conflict of interest to ITC for approval before their taking any form of remuneration from the Project Funds. ITC shall have the absolute discretion to determine whether such approval shall be given.	(iv) In general, shareholders/directors/management team members/staff of any company making the industry’s contribution to the project shall not take any form of remuneration from the Project Funds. If any shareholders/directors/management team members/staff of the company or its related company within the same group of companies are appointed as the PIC or a project team member, the university of the approved application should provide declarations made by the above personnel in writing on all relevant remunerated positions, justifications for the appointment and course of action to be taken to mitigate conflict of interest to ITC for approval before their taking any form of remuneration from the Project Funds. ITC shall have the absolute discretion to determine whether such approval shall be given. Generally speaking, project teams are not allowed to hire personnel who has close affiliation with the PIC of the project, including the next of kin of the PIC.																
P16		(v) The Applicant should ensure that project staff taking remuneration from the Project Funds shall be engaged through open recruitment. Request for waiving the requirement of open recruitment will normally not be entertained.																
P22	(h) Background intellectual property (IP)❖cannot be counted as in-kind contribution.	(h) Background intellectual property (IP) and overhead charge of services (e.g. overhead charge of R&D service, etc.) cannot be counted as in-kind contribution.																
P23	(c) Funding Matching Process and Disbursement of Funding (i) For the first application solicitation exercise (18 October 2023 to 30 November 2023), the recognised matching period for industry contribution starts from 9 June 2023. The recognised matching period for industry contribution of subsequent application solicitation exercises will be announced in the respective application solicitation document.	(c) Funding Matching Process and Disbursement of Funding (i) For the third application solicitation exercise (11 September 2025 to 31 October 2025), the recognised matching period for industry contribution starts from 1 November 2024. The recognised matching period for industry contribution of subsequent application solicitation exercises will be announced in the respective application solicitation document.																
P24	5. Project Income and Residual Funds All ITF funding, contribution from university and industry for matching purpose, including capital investment and/or sponsorship and project income received during the project period should be credited to the project account. After completion (or termination, as the case may be) of the project, the Applicant shall return to the Government all unspent funding contributed by the Government in accordance with the percentage specified in the project agreement.	5. Project Income and Residual Funds All ITF funding, contribution from university and industry for matching purpose, including capital investment and/or sponsorship and project income received during the project period should be credited to the project account. After completion (or termination, as the case may be) of the project, the Applicant shall return to the Government all unspent funding in accordance with the relevant Government’s portion of the contribution. Notwithstanding the above, if the circumstances set out in Section C.1(b) arise, i.e. if the progress of a project is unsatisfactory or this Guidelines or the project agreement is breached, which leads to cessation of funding or termination of the project by the ITC, the ITC reserves the right to require the Applicant to return any disbursed fund.																
P28	7. Procurement Procedures The Applicant should ensure that all procurements for goods and services are carried out in an open and fair manner and must comply with its established standard procurement procedures or the procurement procedures as specified in the agreement, which include but are not limited to the following – <table><tr><td>Aggregated value of each procurement</td><td>Requirement</td></tr><tr><td>HK\$50,000 and below</td><td>Verbal quotations from at least two suppliers</td></tr><tr><td>Above HK\$50,000 to HK\$1,400,000</td><td>Written quotations from at least five suppliers</td></tr><tr><td>Above HK\$1,400,000</td><td>Open tender</td></tr></table>	Aggregated value of each procurement	Requirement	HK\$50,000 and below	Verbal quotations from at least two suppliers	Above HK\$50,000 to HK\$1,400,000	Written quotations from at least five suppliers	Above HK\$1,400,000	Open tender	7. Procurement Procedures The Applicant should ensure that all procurements for goods and services are carried out in an open and fair manner and must comply with its established standard procurement procedures or the procurement procedures as specified in the agreement, which include but are not limited to the following – <table><tr><td>Aggregated value of each procurement</td><td>Requirement</td></tr><tr><td>HK\$50,000 and below</td><td>Verbal quotations from at least two suppliers</td></tr><tr><td>Above HK\$50,000 to HK\$1,360,000</td><td>Written quotations from at least five suppliers</td></tr><tr><td>Above HK\$1,360,000</td><td>Open tender</td></tr></table>	Aggregated value of each procurement	Requirement	HK\$50,000 and below	Verbal quotations from at least two suppliers	Above HK\$50,000 to HK\$1,360,000	Written quotations from at least five suppliers	Above HK\$1,360,000	Open tender
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P29	The ownership of the IP generated under the project shall be subject to the negotiation and agreement among the Applicant (the university), the project team and / or the company set up by the project team, the party(ies) making the industry contribution and other stakeholders, if any. For the First Stage, normally the IP is owned by universities. For the Second Stage, universities are encouraged to transfer the IP ownership to the company of the project team.		The ownership of the IP generated under the project shall be subject to the negotiation and agreement among the Applicant (the university), the project team and / or the company set up by the project team, the party(ies) making the industry contribution and other stakeholders, if any. For the First Stage, normally the IP is owned by universities. For the Second Stage, universities are encouraged to transfer the IP ownership to the company of the project team. The successful Applicant shall grant or in case it is not empowered to do so, shall at its own cost and expense procure that there will be granted, in favour of the Government, its authorised users, assigns and successors-in-title an unconditional, irrevocable, non-exclusive, sub-licensable, perpetual, royalty-free and worldwide licence to use (including doing any of the acts restricted by copyright set out in sections 22 to 29 of the Copyright Ordinance (Cap. 528)) the project reports (including but not limited to any progress report, final report) and all related documents or materials submitted by the successful Applicants for any purposes whatsoever (including, without limitation, project evaluation, contract management, record keeping, resolution of any dispute arising from the application and all other purposes incidental thereto).												
P31	11. <u>Prevention of Bribery</u> The Applicant shall observe the Prevention of Bribery Ordinance (Cap. 201) (“PBO”) and shall not, and shall procure that its project team, directors, employees, agents, consultants, contractors and other personnel who are in any way involved in the project, shall not, offer to or solicit or accept from any person any advantages, including money, gifts, loans, etc. (as defined in the PBO) in the conduct of or in relation to the project. If the Applicant, its project team, directors, employees, agents, consultants, contractors and other personnel who are in any way involved in the project commit an offence under the PBO in relation to a RAISE+ project, the ITC shall be entitled to terminate the project, cancel the funding approved, stop the disbursement of funds, recover the funds dispersed as a debt due from the Applicant, and shall hold the Applicant liable for any loss or damages the Government may have suffered. Where project-related work is conducted outside Hong Kong, the Applicant as well as all personnel involved in the project should comply with the laws and regulations in the relevant jurisdictions, including anti-corruption legislation.		11. <u>Prevention of Bribery</u> The Applicant shall observe the Prevention of Bribery Ordinance (Cap. 201) (“PBO”) and shall not, and shall procure that its project team, directors, employees, agents, consultants, contractors and other personnel who are in any way involved in the project, shall not, offer to or solicit or accept from any person any advantages, including money, gifts, loans, etc. (as defined in the PBO) in the conduct of or in relation to the project. The Applicant shall also caution its project team, directors, employees, agents, consultants, contractors and other personnel who are in any way involved in the project against soliciting or accepting any hospitality, entertainment or inducements which would impair their impartiality in relation to the project. The Applicant shall take all necessary measures (including by way of a code of conduct, internal guidelines or contractual provisions where appropriate) to ensure that its project team, directors, employees, agents, consultants, contractors and other personnel who are in any way involved in the project are aware of the aforesaid prohibition and will not solicit or accept any advantages or hospitality which would impair their impartiality, etc. in the conduct of or in relation to the project. If the Applicant, its project team, directors, employees, agents, consultants, contractors and other personnel who are in any way involved in the project commit an offence under the PBO in relation to a RAISE+ project, the ITC shall be entitled to terminate the project, cancel the funding approved, stop the disbursement of funds, recover the funds dispersed as a debt due from the Applicant, and shall hold the Applicant liable for any loss or damages the Government may have suffered. Where project-related work is conducted outside Hong Kong, the Applicant as well as all personnel involved in the project should comply with the laws and regulations in the relevant jurisdictions, including anti-corruption legislation.												
P31	12. <u>Important Note</u> The Applicant and the company formed by the project team shall conform in all respects with all legislation (including the Law of the People’s Republic of China on Safeguarding National Security in the Hong Kong Special Administrative Region). The Government may at any time revoke the approved application with immediate effect on occurrence of any of the following events:		12. <u>Important Note</u> The Applicant and the company formed by the project team, and if the application is successful, the funded project shall conform in all respects with all legislation (including the Law of the People’s Republic of China on Safeguarding National Security in the Hong Kong Special Administrative Region and the Safeguarding National Security Ordinance), regulations and by-laws of the Hong Kong Special Administrative Region. The Government may at any time through the Secretariat terminate all or any part of the funding support by giving written notice to the Applicant with immediate effect on occurrence of any of the following events:												
P32	13. <u>Enquiries</u> Please contact our subject officers if you have any enquiries about this Guidelines – Telephone Number: 3655 5678 Email Address: raiseplus@itc.gov.hk Address: Innovation and Technology Commission 33/F, Shui On Centre 6 – 8 Harbour Road Wan Chai, Hong Kong		13. <u>Enquiries</u> Please contact our subject officers if you have any enquiries about this Guidelines – Telephone Number: 3543 5904 Email Address: raiseplus@itc.gov.hk Address: Innovation and Technology Commission 11/F, North Tower Tseung Kwan O Government Offices 30 Tong Yin Street, Tseung Kwan O Sai Kung, New Territories												
P33			<u>Annex A</u> A broad outline of the application cycle of the RAISE+ Scheme is tabulated below for reference: <table><tr><th>Period</th><th>Activity(ies)</th></tr><tr><td>September - October of each year</td><td>Invitation of applications</td></tr><tr><td>November of each year - January of subsequent year</td><td>Preliminary assessment of applications</td></tr><tr><td>February - March of subsequent year</td><td>Consideration of applications and interview with project teams by members of the Steering Committee</td></tr><tr><td>Late March - early April of subsequent year</td><td>Notification of assessment results to Applicants</td></tr><tr><td>May - Mid-June of subsequent year</td><td>Issuance of result letters and notification of in-principle funding amount to project teams for each successful application</td></tr></table>	Period	Activity(ies)	September - October of each year	Invitation of applications	November of each year - January of subsequent year	Preliminary assessment of applications	February - March of subsequent year	Consideration of applications and interview with project teams by members of the Steering Committee	Late March - early April of subsequent year	Notification of assessment results to Applicants	May - Mid-June of subsequent year	Issuance of result letters and notification of in-principle funding amount to project teams for each successful application
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P37	(d) Relevance of the project with government policies or how far it is in overall interest of the community	- How the project would facilitate the development of the relevant industrial sector. - Whether the project would create long term and high value-added technology employment in Hong Kong. Whether the project can provide training opportunities for our local university graduates in the fields of science, technology, engineering and mathematics. - Whether the IP benefit sharing arrangements would	(d) Relevance of the project with government policies or how far it is in overall interest of the community - How the project would facilitate the development of the relevant industrial sector in Hong Kong. - Whether the project would create long term and high value-added technology employment in Hong Kong. Whether the project can provide training opportunities for our local university graduates in the fields of science, technology, engineering and mathematics. - Whether the IP benefit sharing arrangements would												

	Application Form	
P16	<u>Note 7</u> The majority of the projected-related work (i.e. at least 50% of R&D work and at least 50% of other non-R&D work) under an approved project should be conducted (and relevant expenditure incurred) within the territory of Hong Kong. In case certain tasks need to be conducted outside Hong Kong, the Applicant must seek prior approval from the ITC with justifications.	<u>Note 7</u> The majority of the projected-related work (i.e. at least 50% of R&D work and at least 50% of other non-R&D work) under an approved project should be conducted (and relevant expenditure incurred) within the territory of Hong Kong. In case certain tasks need to be conducted outside Hong Kong, the Applicant must seek prior approval from the ITC with justifications. If certain project work is to be subcontracted directly to the subsidiary of the company formed by the project team outside Hong Kong, rather than following the procurement procedures stated in Section F.7 of this Guidelines, full justifications for direct procurement and documentary proofs with breakdown on expenses indicating that the goods/services would be delivered <u>at cost</u> should be provided for ITC's prior approval. For such cases, up to 50% of the R&D work of the project carried out outside Hong Kong, if fully justified and compliant with all relevant requirements of the RAISE+ Scheme, could be approved. However, general business operation (e.g. utilities charges, cleaning expenses, general administration and office expenses, etc.) of the subsidiary outside Hong Kong of the company formed by the project team will not be covered under the Scheme.
P28	☐ I confirm that <u>at least 50% of the industry contribution for this application comes from independent third parties other than the project team or any of its members (including their family members or relatives).</u>	☐ I confirm that (a) <u>at least 50% of the industry contribution for this application comes from independent third parties other than the project team or any of its members (including their family members or relatives); and (b) non-in-kind contribution from the university and the industry (if any) complies with the requirement stipulated in the second bullet of Note 9.</u>
P31	☐ I confirm that the manpower cost covers no other than the manpower cost for compliance with the legal requirements of the Hong Kong Special Administrative Region and the places where the project-related work is conducted outside Hong Kong, <u>the salary of project staff, including employer's mandatory contribution to the Mandatory Provident Fund (MPF), contract gratuities, annual salary adjustment (excluding increments and promotions) and general fringe benefits (e.g. medical) in accordance with the established mechanism of the Applicant, i.e. the university.</u>	I confirm that the manpower cost covers no other than the manpower cost for compliance with the legal requirements of the Hong Kong Special Administrative Region and the places where the project-related work is conducted outside Hong Kong, <u>such as the salary of project staff, including employer's mandatory contribution to the Mandatory Provident Fund (MPF), contract gratuities, annual salary adjustment (excluding increments and promotions) and general fringe benefits (e.g. medical) in accordance with the established mechanism of the Applicant, i.e. the university. I also confirm that information provided for Manpower above complies with the requirements stipulated under Note 12.</u>
P31	<u>Note 12</u> Please indicate (by putting in *) if any project staff taking up any form of remuneration from the Project Funds is the shareholder/ director/ management team member/ staff of any company making the industry's contribution to the project. If any shareholders/directors/management team members/staff of the company or its related company within the same group of companies are appointed as the person-in-charge or a project team member, the university of the approved application should provide declarations made by the above personnel in writing on all relevant remunerated positions, justifications for the appointment and course of action to be taken to mitigate conflict of interest to ITC for approval before their taking any form of remuneration from the Project Funds. ITC shall have the absolute discretion to determine whether such approval shall be given.	<u>Note 12</u> Please indicate (by putting in *) if any project staff taking up any form of remuneration from the Project Funds is the shareholder/ director/ management team member/ staff of any company making the industry's contribution to the project. If any shareholders/directors/management team members/staff of the company or its related company within the same group of companies are appointed as the person-in-charge or a project team member, the university of the approved application should provide declarations made by the above personnel in writing on all relevant remunerated positions, justifications for the appointment and course of action to be taken to mitigate conflict of interest to ITC for approval before their taking any form of remuneration from the Project Funds. <u>ITC shall have the absolute discretion to determine whether such approval shall be given. Generally speaking, project teams are not allowed to hire personnel who has close affiliation with the PIC of the project, including the next of kin of the PIC. Project staff taking remuneration from the Project Funds shall also be engaged through open recruitment.</u>
P35	I confirm that (a) for all travelling expenses (itemised in the above tables), they are at reasonable cost (e.g. economy class fare only if applicable) and are of direct relevance to the project and account for no more than 5% of the total amount of funds requested from ITF or HK\$500,000 (whichever is the less); the number of participant is not more than two persons from the project team/company formed by the project team (if applicable), and (b) <u>the expenses on mass production activities should not exceed 50% of the total project expenses.</u>	I confirm that (a) for all travelling expenses (itemised in the above tables), they are at reasonable cost (e.g. economy class fare only if applicable) and are of direct relevance to the project and account for no more than 5% of the total amount of funds requested from ITF or HK\$500,000 (whichever is the less); the number of participant is not more than two persons from the project team/company formed by the project team (if applicable); (b) <u>there is no unallowable cost as specified in the Guidelines for the RAISE+ Scheme; and (c) information provided for Other Direct Costs above complies with the requirements stipulated under Note 14.</u>
P36	<u>Subject to the fourth bullet of this Note below, the services provided by the Applicant and the parties making the industry's contribution may be charged to the ITF on the basis that - (a) the services are required on grounds of operational efficiency, reliability and quality of services, etc.; (b) the services are not general or administrative support in nature; and (c) the charges should only be at cost. The Applicant should state clearly what services the charges are for (if any) and provide justifications.</u>	<u>To avoid conflict of interests, the parties making the industry's contribution should not be the equipment/service suppliers of the project, unless approved by the ITC. Subject to the fourth bullet of this Note below, the services provided by the Applicant and the parties making the industry's contribution may be charged to the ITF on the basis that - (a) the services are required on grounds of operational efficiency, reliability and quality of services, etc.; (b) the services are not general or administrative support in nature; and (c) the charges should only be at cost. The Applicant should state clearly what services the charges are for (if any) and provide justifications.</u>
P36	<u>The service fees to be charged by the respective university should not account for more than 10% of the total expenses of the project, and the total expenses of the project exclude service fees to be charged by the respective universities. If the actual total expenses of a project are eventually less than budgeted, the fees being charged by the respective university should be reduced correspondingly to ensure that they do not exceed 10% of the total expenses. The Applicant should provide breakdown of each service item and justification in the table.</u>	<u>The service fees to be charged by the respective university should not account for more than 10% of the total expenses of the project, and such total expenses of the project must exclude service fees to be charged by the respective universities. If the actual total expenses of a project are eventually less than budgeted, the fees being charged by the respective university should be reduced correspondingly to ensure that they do not exceed 10% of the total expenses. The Applicant should provide breakdown of each service item and justification in the table.</u>
P41	I declare and undertake that the Applicant as set out in Part A, I. 1. of this Application Form and/or the company formed by <u>the project team</u> shall conform in all respects with all legislation (including the Law of the People's Republic of China on Safeguarding National Security in the Hong Kong Special Administrative Region). <u>The Government may at any time revoke the approved application with immediate effect on occurrence of any of the following events:</u>	I declare and undertake that the Applicant as set out in Part A, I. 1. of this Application Form and/or the company formed by <u>the project team</u>, and if the application is successful, the funded project shall conform in all respects with all legislation (including the Law of the People's Republic of China on Safeguarding National Security in the Hong Kong Special Administrative Region and the Safeguarding National Security Ordinance), regulations and by-laws of the Hong Kong Special Administrative Region. <u>The Government may at any time revoke the approved application with immediate effect on occurrence of any of the following events:</u>