文藻外語大學

補助教師專題研究計畫申請書(整合型)

Wenzao Ursuline University of Languages

Subsidy Application for Faculty Research Project (Integrated)

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| 申請日期： 年 月 日 研究案編號：  Application Date: (YYYY/MM/DD) Project No.:   1. 基本資料General Information： | | | | | 該欄由系(所)中心承辦人填寫)  (To be filled by the responsible staff)  【編碼原則：單位代碼(第1-2碼)+”RS”(第3-4碼) + 年度(第5-7碼) +流水號(第8-10碼)例：IMRS101001】 | |
| 計畫總主持人  姓名  Name of Principal Investigator |  | 系(所)  中 心  Department (Institute or Center) |  | | 職稱  Position |  |
| 計畫名稱  Project Title |  | | | | | |
| 計畫執行時間  Duration | 自民國 年 月 日起 至 民國 年 月 日止  From (YYYY/MM/DD) To (YYYY/MM/DD) | | | | | |
| 計畫經費  Budget | 申請補助金額  Subsidy Applied | | | 學審會通過補助金額  (此欄由研發處填寫)  Subsidy Approved by Academic Review Committee  (To be filled by the Office of R&D) | | |
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| 本年度申請主持研究計畫共 件。(共同主持之計畫不予計入)  本件在本年度所申請之計畫中優先順序(不得重複)為第 。  The applicant has applied for a total of \_\_\_\_\_\_ research projects this year. (Projects of co-investigators are not included)  The priority of this research project is ranked \_\_\_\_\_\_ among all the projects applied this year (No repetition is allowed.) | | | | | | |
| 本計畫案是否需送研究倫理審查？Is ethical review required for this research project?  總計畫Main project： 是Yes 否No  子計畫一Sub-project 1：是Yes 否No  子計畫二Sub-project 2：是Yes 否No  子計畫三Sub-project 3：是Yes 否No  (如有需要請自行增列) | | | | | | |

計畫總主持人（申請人）簽名：

Principal Investigator's (Applicant's) Signature：

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| 系(所)中心主任  Chairperson/Director  of Department  (Institute or Center) |  | 院長  Dean of College |  |
| 研發處  檢核資料  Verified by Office of R&D |  | 研發長  Dean of R&D |  |
| 會計室  Accounting Office |  | | |
| 副校長  Vice President |  | | |
| 學審會  審議時間  Date of Academic Review Committee | 審議時間： 學年度第 學期第 次學術暨研究獎勵補助審議委員會  ( 年 月 日)  The \_\_\_\_ meeting of Academic Review Committee in the \_\_\_\_\_ semester of the academic year of \_\_\_\_\_\_\_\_\_\_\_\_  (\_\_\_\_\_\_/\_\_\_\_/\_\_\_\_: (YYYY/MM/DD)  審查意見：  Review comment: | | |
| 研發處  Office of R&D |  | | |
| 校長核定  Approved by the President |  | | |

1. 整合型研究計畫項目 Items of Integrated Research Project：

| 計畫項目  Projects and subprojects | 主持人  Principal Investigator | 共同主持人  Investigator | 系(所)中心  Department (Institute or Center) | 職 稱  Position | 計畫名稱  Name of the Project | 申請經費\*  (新台幣元)  Subsidy applied (NTD) |
| --- | --- | --- | --- | --- | --- | --- |
| 總計畫  Main project |  |  |  |  |  | 0 |
| 子計畫一  Sub-project 1 |  |  |  |  |  |  |
| 子計畫二  Sub-project 2 |  |  |  |  |  |  |
| 子計畫三  Sub-project 3 |  |  |  |  |  |  |
| (如有需要請自行增列) |  |  |  |  |  |  |
| 總計  In Total | 金 額 (Budget) | | | | 元 | |
| 主持人(含子計畫與共同主持人)所屬學院、系(所)中心數量 (Number of the colleges, departments, institute or center)：  學院(colleges)： 個  系(所)中心(departments, institute or center)： 個 | | | | | |

**\*每一子計畫經費編列上限為8萬元。**

1. 整合型研究計畫重點說明：請就下列各點分項述明：

Description of the Integrated Research Project: Please briefly describe the following items:

1. 整合之必要性：包括總體目標、整體分工合作架構及各子計畫間之相關性與整合程度。

Necessity of integrity: Describe overall goals, division of labor and collaboration scheme as well as relevance among sub-projects and degree of integration among sub-projects.

2. 人力配合度：包括總計畫主持人協調領導能力、各子計畫主持人之專業能力及合作諧和性。

Personnel capabilities: Describe the principal investigator’s ability in coordination and leadership, and each sub-project PI’s specialization strengths and teamwork potential.

3. 資源之整合：包括各子計畫研究經驗與成果交流情況。

Integration of resources: Describe the sharing of experiences and results among sub-projects.

4. 預期綜合效益。

Anticipated results or contributions of the integrated research.

1. 總計畫摘要：請就本計畫要點作一概述（五百字以內）

Summary of the main project: (within 500 words)

1. 研究計畫內容：請就以下各項撰寫（請依下列項目提供每一子計畫之規劃內容；每一子計畫項目1-3合計以不超過5頁為原則）

Contents of the research project: Please provide the following information for each sub-project. (Item No. 1 to Item No. 3 for each subproject should be limited to 5 pages.)

子計畫一 Sub-project 1：

* 1. 背景、目的、重要性、參考文獻。

Background, objective, significance, and literature review

* 1. 研究方法及進行步驟：採用之研究方法與原因、預計可能遭遇之困難及解決途徑。

Research method and procedures: methodology adopted, rationale for the methodology, anticipated problems and means of resolution.

* 1. 預期完成之工作項目及成果。

Anticipated work items and results

* 1. 預定進度甘特圖(Gantt Chart)：

Gantt Chart for estimated progress

| 子計畫一名稱Name of Sub-project 1： | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 月份Month  工作項目Work item | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 備 註  Note  全文完 |
| January to December | | | | | | | | | | | |
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* 1. 子計畫一經費預估表Estimated budget of Sub-project 1

| 經費項目  Item | 預估支用明細說明  (說明內容請包含單價及數量)  Estimated expenditure (Please include unit price and quantity needed) | 預算金額  Estimated amount |
| --- | --- | --- |
| 臨時人力工作費或工讀費(含勞保、勞退、二代健保補充保費)  Salary for temporary staff or part-time students(including labor insurance fee, pension disbursement, 2nd generation health insurance fee) | <例如：工讀費：150(元) \* 100(小時)=15,000元>  (Salary for temporary staff or part-time students is estimated by hour. Please refer to the University's standard fees for part-time students.  (For instance, Salary for temporary staff or part-time students: 150 (NTD) \*100 (hours)=15,000 NTD.) |  |
| 資料蒐集與分析費  Information collection and analysis | **本項費用整體經費上限3萬元。**  <擬購圖書應詳列其名稱、數量、單價及總價>  <例如：1.資料檢索：1,314(元) \* 1 (批) = 1,314 元  2.購書共3本=1,300元 (書單另附)  **Maximum for the whole project: 30,000NTD**  (Please provide the book titles, total quantity, unit price and total price)  (For example: 1. Information collection: 1,314 (NTD) \* 1 (batch) =1,314 NTD.  2. 3 books = 1,300 NTD (Book list should be attached) |  |
| 耗材費  Consumables | <例如：1.資訊耗材：1,000(元) \* 1 (批) = 1,000 元  2.文具用品：1,500(元) \* 1 (批) = 1,500 元>  (For example: 1. IT consumable: 1000 (NTD) \* 1 (batch) =1,000 NTD  2. Stationary: 1,500 (NTD) \* 1 (batch) =1,500 NTD) |  |
| 交通費(限國內)  Transportation (domestic only) |  |  |
| 其他與計畫直接相關之業務費  Other expenses | <例如：影印費：500(元) \* 1 (批) = 500 元>  (For example: 1. Photocopy fees: 500 (NTD) \* 1 (batch)=500 NTD) |  |
| 總計  Total | |  |

 經費申請及報支請依照「教育部補助及委辦經費核撥結報作業要點」及「教育部補助及委辦計畫經費編列基準表」之規定辦理，法規請詳會計室網頁/相關法規/教育部法規。

子計畫二 Sub-project 2：

1. 背景、目的、重要性、參考文獻。

Background, objective, significance, and literature review

1. 研究方法及進行步驟：採用之研究方法與原因、預計可能遭遇之困難及解決途徑。

Research method and procedures: methodology adopted, rationale for the methodology, anticipated problems and means of resolution.

1. 預期完成之工作項目及成果。

Anticipated work items and results

4. 預定進度甘特圖(Gantt Chart)：

Gantt Chart for estimated progress

| 子計畫二名稱Name of Sub-project 2： | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 月份Month  工作項目Work item | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 備 註  Note  全文完 |
| January to December | | | | | | | | | | | |
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5. 子計畫二經費預估表Estimated budget of Sub-project 2

| 經費項目  Item | 預估支用明細說明  (說明內容請包含單價及數量)  Estimated expenditure (Please include unit price and quantity needed) | 預算金額  Estimated amount |
| --- | --- | --- |
| 臨時人力工作費或工讀費(含勞保、勞退、二代健保補充保費)  Salary for temporary staff or part-time students(including labor insurance fee, pension disbursement, 2nd generation health insurance fee) | <例如：工讀費：150(元) \* 100(小時)=15,000元>  (Salary for temporary staff or part-time students is estimated by hour. Please refer to the University's standard fees for part-time students.  (For instance, Salary for temporary staff or part-time students: 150 (NTD) \*100 (hours)=15,000 NTD.) |  |
| 資料蒐集與分析費  Information collection and analysis | **本項費用整體經費上限3萬元。**  <擬購圖書應詳列其名稱、數量、單價及總價>  <例如：1.資料檢索：1,314(元) \* 1 (批) = 1,314 元  2.購書共3本=1,300元 (書單另附)  **Maximum for the whole project: 30,000NTD**  (Please provide the book titles, total quantity, unit price and total price)  (For example: 1. Information collection: 1,314 (NTD) \* 1 (batch) =1,314 NTD.  2. 3 books = 1,300 NTD (Book list should be attached) |  |
| 耗材費  Consumables | <例如：1.資訊耗材：1,000(元) \* 1 (批) = 1,000 元  2.文具用品：1,500(元) \* 1 (批) = 1,500 元>  (For example: 1. IT consumable: 1000 (NTD) \* 1 (batch) =1,000 NTD  2. Stationary: 1,500 (NTD) \* 1 (batch) =1,500 NTD) |  |
| 交通費(限國內)  Transportation (domestic only) |  |  |
| 其他與計畫直接相關之業務費  Other expenses | <例如：影印費：500(元) \* 1 (批) = 500 元>  (For example: 1. Photocopy fees: 500 (NTD) \* 1 (batch)=500 NTD) |  |
| 總計  Total | |  |

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子計畫三 Sub-project 3：

1. 背景、目的、重要性、參考文獻。

Background, objective, significance, and literature review

1. 研究方法及進行步驟：採用之研究方法與原因、預計可能遭遇之困難及解決途徑。

Research method and procedures: methodology adopted, rationale for the methodology, anticipated problems and means of resolution.

1. 預期完成之工作項目及成果。

Anticipated work items and results

1. 預定進度甘特圖(Gantt Chart)：

Gantt Chart for estimated progress

| 子計畫三名稱Name of Sub-project 3： | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 月份Month  工作項目Work item | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 月 | 備 註  Note  全文完 |
| January to December | | | | | | | | | | | |
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5. 子計畫三經費預估表Estimated budget for Sub-project 3

| 經費項目  Item | 預估支用明細說明  (說明內容請包含單價及數量)  Estimated expenditure (Please include unit price and quantity needed) | 預算金額  Estimated amount |
| --- | --- | --- |
| 臨時人力工作費或工讀費(含勞保、勞退、二代健保補充保費)  Salary for temporary staff or part-time students(including labor insurance fee, pension disbursement, 2nd generation health insurance fee) | <例如：工讀費：150(元) \* 100(小時)=15,000元>  (Salary for temporary staff or part-time students is estimated by hour. Please refer to the University's standard fees for part-time students.  (For instance, Salary for temporary staff or part-time students: 150 (NTD) \*100 (hours)=15,000 NTD.) |  |
| 資料蒐集與分析費  Information collection and analysis | **本項費用整體經費上限3萬元。**  <擬購圖書應詳列其名稱、數量、單價及總價>  <例如：1.資料檢索：1,314(元) \* 1 (批) = 1,314 元  2.購書共3本=1,300元 (書單另附)  **Maximum for the whole project: 30,000NTD**  (Please provide the book titles, total quantity, unit price and total price)  (For example: 1. Information collection: 1,314 (NTD) \* 1 (batch) =1,314 NTD.  2. 3 books = 1,300 NTD (Book list should be attached) |  |
| 耗材費  Consumables | <例如：1.資訊耗材：1,000(元) \* 1 (批) = 1,000 元  2.文具用品：1,500(元) \* 1 (批) = 1,500 元>  (For example: 1. IT consumable: 1000 (NTD) \* 1 (batch) =1,000 NTD  2. Stationary: 1,500 (NTD) \* 1 (batch) =1,500 NTD) |  |
| 交通費(限國內)  Transportation (domestic only) |  |  |
| 其他與計畫直接相關之業務費  Other expenses | <例如：影印費：500(元) \* 1 (批) = 500 元>  (For example: 1. Photocopy fees: 500 (NTD) \* 1 (batch)=500 NTD) |  |
| 總計  Total | |  |

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六、整合計畫整體經費預估表 Total estimated budget of the integrated project

| 經費項目  Item | 子計畫一  Sub 1 | 子計畫二  Sub 2 | 子計畫三  Sub 3 | 子計畫四  Sub 4 | … |
| --- | --- | --- | --- | --- | --- |
| 臨時人力工作費或工讀費(含勞保、勞退、二代健保補充保費)  Salary for temporary staff or part-time students(including labor insurance fee, pension disbursement, 2nd generation health insurance fee) |  |  |  |  |  |
| 資料蒐集  與分析費  **(整體經費上限3萬元)**  Information collection and analysis  **(Maximum: 30,000NTD)** |  |  |  |  |  |
| 耗材費  Consumables |  |  |  |  |  |
| 交通費(限國內)  Transportation (domestic only) |  |  |  |  |  |
| 其他與計畫直接相關之業務費  Other expenses |  |  |  |  |  |
| 總 計  Total |  |  |  |  |  |

七、著作目錄：請提供各子計畫主持人專長與近五年內代表性著作

Publication list: Please provide information regarding the research specialty of each sub-project's principal investigator and his/her major publications within the last five years.

子計畫一 Sub-project 1

1. 主持人專長（請自行填寫與研究方向有關之學門及次領域名稱1-3項目）：

Investigator’s specialty (Please provide 1 to 3 past projects in the discipline and sub-discipline related to the research project):

1. 近五年內代表性著作，至多10篇

Major publication within the last five years (Maximum 10 papers)

子計畫二 Sub-project 2

1. 主持人專長（請自行填寫與研究方向有關之學門及次領域名稱1-3項目）：

Investigator’s specialty (Please provide 1 to 3 past projects in the discipline and sub-discipline related to the research project):

1. 近五年內代表性著作，至多10篇

Major publication within the last five years (Maximum 10 papers)

子計畫三 Sub-project 3

1. 主持人專長（請自行填寫與研究方向有關之學門及次領域名稱1-3項目）：

Investigator’s specialty (Please provide 1 to 3 past projects in the discipline and sub-discipline related to the research project):

1. 近五年內代表性著作，至多10篇

Major publication within the last five years (Maximum 10 papers)

1. 注意事項Notes：
   1. 請將本申請書裝訂成冊(不含本頁)。

Please bind the application into a volume (excluding this page)

* 1. 提會及核定程序：

Application and approval procedures:

* + 1. 提會：申請人→系(所)中心主管→院長→研發處(送外審)→會計室→副校長→研發處(學審會審議)。

Application procedure: ApplicantChairperson of the Department (Institute or Center)Dean of CollegeOffice of Research and Development (for external review)Accounting OfficeVice PresidentOffice of Research and Development(review by Academic Review Committee)

* + 1. 核定：學審會決議→校長核定→研發處(正本存參)→申請人(影本存參)。

Approval procedures: Decision of Academic Review CommitteeApproved by President Office of Research and Development (original copy kept for reference)Applicant (photocopy kept for reference)