



Protocol of Academic Collaboration between National Taipei University of Technology and University of Tehran on Joint Research Projects

- I. The Joint Research Projects between National Taipei University Technology (Taipei Tech) and University of Tehran (UT) aim to strengthen the academic collaboration and enhance the research qualities between the two universities.
- II. Type of Research Project

A Project Investigator (PI) should refer to the key research directions announced by both sides when drafting a year-long research project. Each project is granted a total of NTD \$500,000.00 each year and this amount is evenly distributed to both universities.
- III. Applicant Qualifications
 - A. PIs must be full-time and certified faculty members or researchers of either university.
 - B. Those in any of the following conditions cannot apply.
 1. The PI of a project funded by the Protocol fails to submit a report within two months after the project terminates.
 2. The PI of a project funded by the Protocol does not coauthor and publish any SCI or SSCI journal paper within two years after the project terminates.
 - C. The Office of Research and Development in both universities may set up other regulations after announcement for fair and proper distribution of school resources.
- IV. Procedures of Application and Execution
 - A. Each project PI can only submit one proposal each year, and each project requires one PI from each university.
 - B. PIs must visit the collaborating university for on-site communication during the project period and must submit a visiting report.
 - C. A list of participants visiting the collaborating university should be included in a research proposal.
- V. Items Subsidized

A PI can apply for the following subsidies, depending on the actual needs of the project.

- A. Personnel costs: The salaries of full-time and part-time research assistants.
- B. Equipment Fees: Instruments and equipment required for the execution of a project can be subsidized and belong to the school that offers funding.
- C. Functional expenses: Consumables required for the execution of a project and other general office costs.
- D. Administration fees: 10% of the grant for each project would be allocated to Administration.

VI. Application Deadline

- A. The time frame of application is as follows:
 - Previous year before the execution of a project:
 - October: Call for joint research proposals should be announced and applications should be submitted.
 - November: Internal review of project proposals should be completed.
 - December: Both universities announce the results of applications.
 - During project execution:
 - January: The joint research projects start.
 - June: A mid-term report should be submitted.
 - December: A final report should be submitted.
- B. An applicant must submit his/her proposal before the deadline. For the actual time frame, please refer to the announcement by the Office of Research and Development from both universities.

VII. How to Apply

All the PIs of a proposed research project should submit the following documents to the departments of research and development in both universities.

- A. The research proposal: Two hard copies and one electronic copy.
- B. Personal information sheet and a list of research results: Two copies.
- C. A list of (up to 5) representative academic publications 5 years prior to the application deadline: Two copies.

VIII. Review

- A. The two universities set up a committee to conduct a preliminary review on proposed projects. The review meetings can be conducted via video conferencing or in writing.
- B. Key considerations of review: the abilities of the PIs, job/task assignment and mutual contributions, the significance and innovation of the project, the feasibility of the project and research methodology, the plausibility of expected outcomes, expenses, and the achievements of past research projects.

IX. The grant is allocated in two installments. 50% of the grant is allocated when the project commences; the other 50% is allocated six months after the start of the project under the condition that the submission of a mid-term report is confirmed.

X. Obligations

A. The PIs should submit two copies of a mid-term report delineating the progress of the project six months after the start of the project.

B. Both PIs should submit a final report within two months after the project terminates.

C. Both PIs of the project must coauthor and publish SCI papers within 24 months after the project terminates.

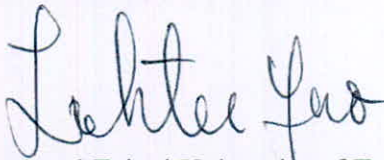
XI. Regulations of Author Ranking

A. The PIs are the first author or the corresponding author of published papers of the research project.

B. A paper can be published with equal contributions from the first author or the corresponding author.

XIII. The two schools are the co-owners of the research results and intellectual properties of the joint research program, and the PIs need to ensure that their research does not infringe copyrights of patents or intellectual properties.

Signed for and on behalf of



National Taipei University of Technology

Prof. Leather Yao
President

Date April 14, 2016

Signed for and on behalf of



University of Tehran

Prof. Mahmoud Nili Ahmadabadi
President

Date June 26, 2016

