



## Regulations for the Laboratory Open Fund Project

Domestic and overseas scientists and technicians in Marine Sciences and Earth Sciences, whose research objectives are conformable to the main research fields of the State Key Laboratory of Marine Geology (hereinafter referred to as the Laboratory), can apply for the Laboratory Open Fund Project.

### 1. Funding Priorities

Funding priorities will be given to applicants who will carry out fundamental and original researches by utilizing the scientific instruments and samples available in the Laboratory (samples, data, testing and analytical instruments, marine equipment, and PC clusters, etc). A formal application shall state specifically the research plan on the utilization of available resources of the Laboratory, the relevance of the planned research to the main research focuses of the Laboratory, and approaches for future cooperation.

### 2. Duration and Support

Each project funded will have a two-year duration with a total budget not exceeding 100,000 RMB. The Laboratory will consider the request for extending the funding duration from those PIs who will have made important progress in the funding period.


### 3. Application, Evaluation, Annual Review and Termination:

Call for applications will be issued twice a year (June/December) according to Guidelines for the Laboratory Open Fund Project Application of the Laboratory. Open Fund Project proposals will be preliminarily examined by the Laboratory, and then evaluated by the Academic Working Group, and finally assessed and approved by the Academic Committee. After one year of the project (before Jun.30th/Dec.31th), the annual progress report should be submitted in paper. The final project report is also required.

### 4. Budget and Grant

The use and management of the open fund should abide by related financial regulations of state key laboratories by Ministry of Science and Technology of China. Budget shall be planned in accordance with the actual expenditure, and on a half-year basis. Grants unused will be withdrawn at the end of each half-year budget period and on the Project's expiration date. The grant shall only be used in supporting PIs to visit and work in the Laboratory, covering analytical and testing fees, travel expenses(*just Economy Class*), hostel fees, living allowances (300 RMB/day, *more than 10 days*), material and publishing fees, and other relevant costs for academic activities incurred from the funded research.

The allocated fund for each Open Fund Project will not be transferred to the PI's institute, as all costs shall be reimbursed later in the Financial Department of Tongji University. The grant



does not cover testing and other research fees incurred in other institutions, and costs from staffs within the Laboratory.

**5. Reimbursement**

During the visit to Tongji University, the cost should be submitted to the secretary of Laboratory, each receipt should be signed by PIs themselves, and staffs should help PIs to support Bank Account.

After the reimbursement, the secretary will notice the staff in the Lab, and then staff could notice the PIs.

**6. Follow-up Management**

The approved Open Fund projects will be included into the Laboratory's research plans. During the implementation of each project, PIs will be considered as visiting scholars of the Laboratory, and are required to work in the Laboratory for at least 20 days per year and no less than 10 days per visit. Mid-term assessment of the Open Fund Project will be performed one year after the start of the project and the Laboratory reserves the right to terminate those projects without PIs coming to the Laboratory for related researches.

**7. Achievement annotation**

The research results and intellectual properties resulting from the funded Open Projects should be shared by the PIs, their institutions, and the Laboratory. All published papers, books, and rewards funded by the projects must properly acknowledge the support by the State Key Laboratory of Marine Geology, Tongji University [supported by State Key Laboratory of Marine Geology, Tongji University (No. XXX)].