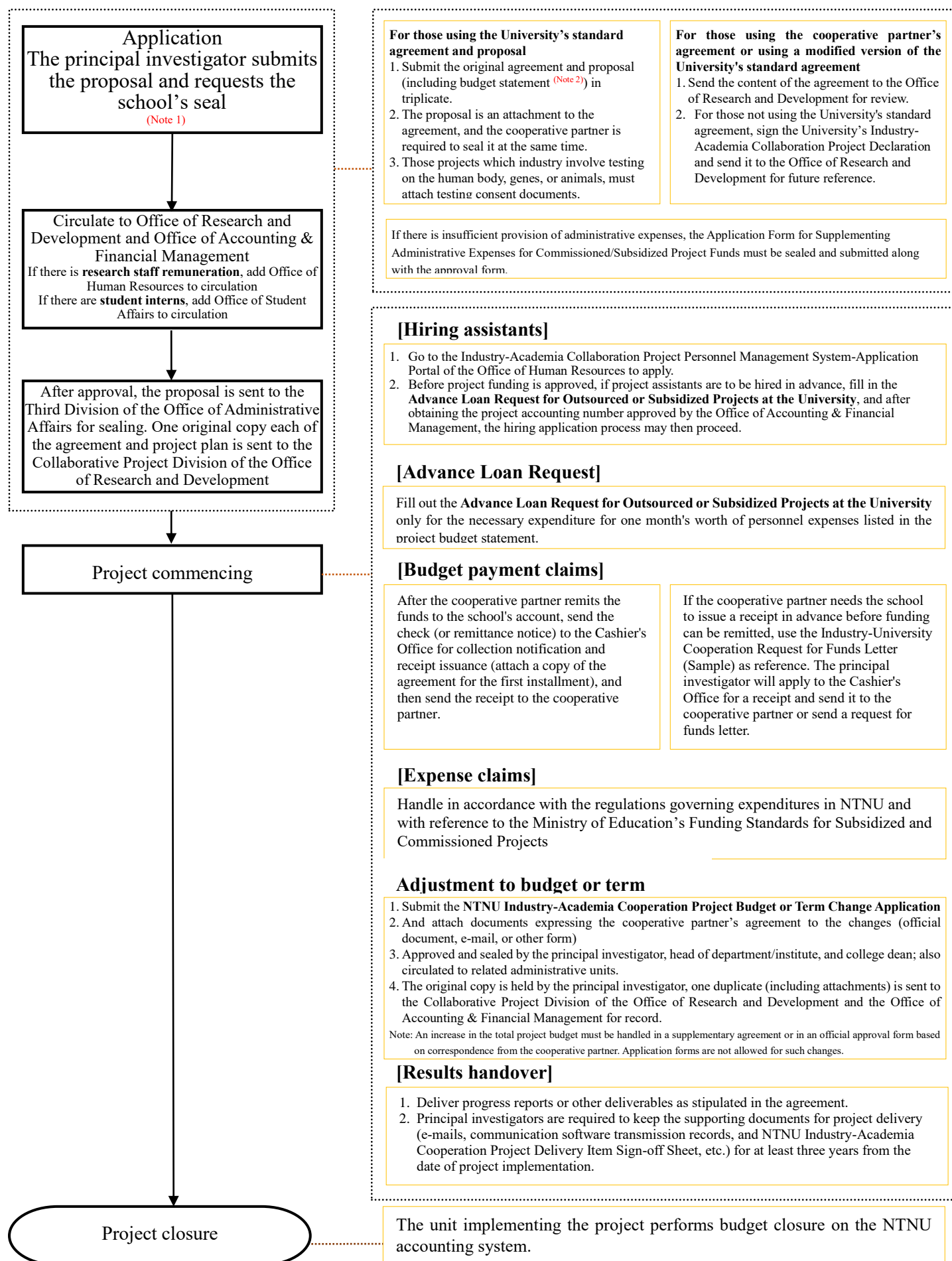


National Taiwan Normal University Industry-Academia Cooperation Operation Procedures (for non-governmental agency projects)



Note 1:

- (1) For sealing and signing, see the Industry-Academia Cooperation Application Agreement (Proposal Template).
- (2) Levels of decision-making: A total agreement amount of NT\$2 million or more must be approved by the university president, between NT\$100,000 and NT\$2 million (inclusive) must be approved by the executive vice president, and NT\$100,000 or less (inclusive) must be approved by the dean of the college and the university-level center director.

If there is insufficient provision of administrative expenses, the level of decision-making is the president.

Note 2:

- (1) Use version A of the project proposal (cooperative partner's budget statement not needed), and when sealing, attach the Budget Statement for Industry-Academia Cooperation to facilitate write-offs.
- (2) For the administrative expenses, please calculate 15% of to article four of University's Self-Generated Income Administrative Policy. The calculation method is as follows:

Total project expenses = project implementation expenses (research labor expenses + operational expenses + equipment expenses) + administrative expenses

A. Known total project expenses: Administrative expenses = total project expenses/1.15*0.15.

B. Known project implementation expenses: Administrative expenses = project implementation expenses * 0.15.

Example: If total project expenses are NT\$575,000, the administrative expenses are $575,000/1.15*0.15=NT\$75,000$; If the project implementation expenses are NT\$500,000, then the administrative expenses are $500,000*0.15=NT\$75,000$, and the total project expenses are NT\$575,000.

- (3) If there are additional expenses included in "personnel" salary (including fees for the principal investigator, hourly wages, attendance fees, etc.), 2.11% of the 2nd generation NHI supplementary premiums need to be included, which can be included directly in the operational expenses.