

State Key Laboratory for Modification of Chemical
Fibers and Polymer Materials
(SKLFPM, Donghua University)

**Application Instructions and Regulations of Open
Research Fund**

(Revised in 2024)

In order to promote domestic and international academic communication and cooperation, expand the function of SKLFPM as a center of academic communication and scientific research and improve the research level of SKLFPM in the related field, the application instructions and regulations of open research fund are set according to “*The Administrative Regulations for the Construction of State Key Laboratories*”, “*The Administrative Regulations for the Management of Special Funds for State Key Laboratories*” and the development plan of SKLFPM. We support the fundamental research programs which are related to the present research fields of laboratory, we also encourage the application fundamentals and interdisciplinary research.

1. Brief introduction about SKLFPM

Since it was founded in 1992, SKLFPM has successfully passed national assessments in 2003, 2008 and 2013 and awarded the “Excellent National Key Laboratory” in the fourth national assessment in 2018. During these years, it has made significant achievements in many fields such as attracting disciplinary talents, promoting the development of scientific research, constructing the research platform, expanding the academic communication under the guidance of the policy of SKLFPM, “*Openness, Mobility, Cooperation, Competition*”.

The present research fields of SKLFPM mainly include:1) High performance

fibers and composite materials; 2) Functional fibers and intelligent manufacturing; 3) Green fibers and health materials; 4) Cutting-edge fibers and hybrid materials.

2. The application object of the open project

The applicant of the open research fund should at least have an associate professor position or Ph.D degree and get some teaching, research or engineering experiences in domestic or foreign well-known universities, research institutions and companies. In order to improve the growth of young scientists, SKLFPM preferentially supports applicants under 45 years old. We encourage the technicians whose research directions are related to laboratory and will be helpful to improve industrial base of our laboratory to apply for fund. The applicants should combine with our laboratory's research group and conduct substantive cooperation after funded by laboratory.

3. The application procedures and management measures of open projects

a) Application time

According to the application guide.

b) Application subject

According to the research directions of SKLFPM (see Section 4 of this guide), please fill "The Open Project Application Form of State Key Laboratory for Modification of Chemical Fibers and Polymer Materials, Donghua University", and submit triplicate hardcopies and electronic edition. The application form should be approved and sealed by the applicant's institute before submitting the proposal to SKLFPM. The project should be closely correlated with the present research directions of SKLFPM, which contains preceding, pioneering, feasible technical route and original research contents. Each project usually lasts two years.

c) Project approval

Each project can be wholly or partially supported 50, 000 to 100, 000 RMB by the laboratory tentatively at the present stage. The specific amount of the funds will be first reviewed by expert group, then deliberated in the director office meeting,

finally determined by the academic committee of SKLFPM. The project not supported by SKLFPM should be examined and approved by the director of the laboratory. The applicant will get a notice after the project has been approved and signed by the director of the academic committee of SKLFPM and the director of the laboratory.

d) Use of the open research funds

Fund books should be set up and the funds should only be used for the specific project by the applicant according to the Financial Regulations of Donghua University on Government Sponsored Research Funds. The research funds will be allocated twice. The first 80% of the total funds will be allocated once the project has been approved, while the rest will be issued when the applicant pass the acceptance of project. The rest of the funds can be used in the next year of the research period, but cannot be used for other purpose. The remaining funds should be returned to SKLFPM when the project is finished. If the project is supported by other sponsors instead of SKLFPM, the remaining funds should be returned to the original sponsors.

Expenditure categories of the project:

- i. R&D expenditure directly related to the supported project;
- ii. Academic activity expenditure (publication expenses directly related to open project, printing and copying charges, the expenditure of attending domestic and international academic conference on behalf of SKLFPM);
- iii. Business trip and accommodation expenses for the project participants coming from their home city to Shanghai;
- iv. Other.

e) Medium-term inspection

The project carried out in the medium-term process has a medium-term inspection. Project leader should submit academic papers, research reports or stage summary according to the project's type and progress. If the medium-term inspection is qualified, the remaining funds will be allocated. If the project is interrupted for some reasons or the project has significant deviation from the progress plan, the financial support from the laboratory will be interrupted or cancelled.

f) Rules of final research project

The following materials must be submitted to the laboratory for archive when the project is finished or terminated.

- i. Final Research Project Report;
- ii. Photocopy of academic publications or patent.

Final Research Project Requirements:

Obtained the following academic and technical achievements: Significant results have been achieved on the basis of laboratory open project funding or higher level project funding (including jointly publishing high-level papers, jointly applying for and obtaining awards at provincial and ministerial levels and above, undertaking important projects at the national or provincial level, publishing academic monographs, obtaining international or national invention patents and their transfer and implementation licenses, industrial promotion, supporting military applications, talent plans, social services, etc.). The project leader must submit the closing report, which shall be reviewed and approved by the director's office. The specific requirements shall be subject to the project contract.

The laboratory will appropriate the rest 20% funds for the applicants who finish the projects in time. The applicant who has the outstanding completion of the project will be sustained funded after he (she) applies for fund and gets the approval from SKLPFM. The duration of sustained research project normally ranges from one to two years. When the project ends, the obtained related papers, patents, appraisal or review, the economic benefits of this project should be timely informed to the laboratory.

g) Notice about the ownership and transfer of project achievement

The laboratory and the institute of the researcher share the achievement of this project. As for the project funded by the laboratory, the related publication or patent transfer is required to obtain the laboratory's agreement. As for the project funded partially or wholly by other sponsors, the research contributors from all sponsors should be signed in the research reports, papers and patents. The publication or patent transfer is required to obtain the agreement from all sponsors.

4. Main research directions of the open projects supported by SKLFPM:

- 1) High performance fibers and composite materials;
- 2) Functional fibers and intelligent manufacturing;
- 3) Green fibers and health materials;
- 4) Cutting-edge fibers and hybrid materials.

5. Supplementary articles

SKLFPM reserves the final right to interpret the terms and conditions of this content. These measures shall be put into effect as of the date of release.

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