

114 年度國立成功大學補助辦理國際學術研討會公告

Funding Notice of 114 National Cheng Kung University International Academic Conferences

一、為鼓勵本校各單位辦理國際學術研討會，增進本校與國際交流，提升國際影響力及研究量能。

To encourage various units within our university to organize international academic conferences, thereby enhancing our institution's international exchange, influence, and research capabilities.

二、申請資格：須為以下其一：

Qualifications: To be eligible, applicants must satisfy one of the following requirements:

(一)本校編制內專任助理教授級或助理研究員（或相當職級）以上教研人員。

Tenured or tenure-track faculty members at the rank of assistant professor, assistant researcher, or equivalent.

(二)主聘於本校醫學院附設醫院之專任臨床助理教授級以上教師。

Tenured or tenure-track clinical faculty members with a primary appointment at the university-affiliated medical center, holding the rank of assistant professor or higher.

(三)本校延攬之非編制內國際學者，如短期交流玉山學者或其他具相當資格之傑出國際學者。該學者於當年度，應在本校任職至少 3 個月。

Non-tenured international scholars recruited by the university, including short-term visiting Yushan Scholars or other distinguished international scholars of comparable standing. Such scholars are required to hold an appointment at the university for a minimum period of three months during the academic year.

三、補助項目：參照國際研討會係指依「教育部及所屬機關(構)辦理各類會議講習訓練與研討(習)會管理要點」及國科會補助國內舉辦國際學術研討會作業要點。

Funding is available for activities that meet the criteria outlined in the Ministry of Education and NSTC regulations for international conferences.

(一)第一類：由國際性學術組織（跨洲際）授權主辦或與該學術組織聯合舉辦之國際大型學術會議；應附國際學術組織正式授權同意書或邀請主辦信函。

International conferences of a large scale, authorized or co-organized by an intercontinental international academic organization. Official authorization or an invitation to host from the organization is required.

(二)第二類：國際性學術組織（跨洲際或洲區域性）正式認可在我國舉辦之國際學術研討會；應附國際學術組織認可之信函或文件。

International academic conferences officially sanctioned by an intercontinental or regional international academic society for hosting in our country. A formal letter of endorsement or relevant documentation from the society is required.

(三)第三類：國內學術組織授權辦理之國際學術研討會；應附國內學術組織授權辦理書或邀請主辦信函。

International academic conferences sanctioned by a domestic academic society. Official authorization or an invitation to host from the society is required.

(四)第四類：自行主辦之國際學術研討會。

Self-organized international academic conference.

1. 學會辦理之年會應合併國際學術研討會，始可申請補助，未合併國際學術研討會者，不予補助。

Funding is only available for annual conferences organized by the academic society that incorporate an international academic component. Applications without an international dimension will not be funded.

2. 屬成果發表、講習、藝文、音樂展演、參加國際節日及國際技藝能比賽等活動者，不予補助。

Funding is not available for activities that fall under the categories of results dissemination, workshops, arts and cultural performances, music performances, participation in international festivals, or international skills competitions.

四、補助原則：Funding guidelines:

(一)申請人應擔任會議主辦人或大會(共同)主席。

The applicant is required to hold the position of conference organizer or (co-)chair of the

conference.

(二)公開文宣，如研討會官方網站、海報等，須置入國立成功大學之標誌。

The National Cheng Kung University logo shall be prominently displayed on all public materials, such as the conference website and posters.

(三)國際性學術研討會須對外公開徵求論文及有審稿制度，且會議發表者至少有3個國家以上（含臺灣）人員參與。若參與者包含大陸、香港、澳門人士僅能算1個國家數。

To qualify as an international academic conference, there must be a public call for papers and a rigorous peer review process. Additionally, the conference must have participants from at least three different countries (including Taiwan). For the purpose of this requirement, participants from Mainland China, Hong Kong, and Macau will be considered as representatives of a single country.

(四)與會外籍講員應占會議所邀請所有講員人數四分之一以上（本公告所謂講員為Plenary/Keynote Speaker 大會主要議題之演講者及、Invited Speaker/Guest Speaker 大會邀請的演講貴賓）。

Foreign speakers should account for at least one-quarter of all invited speakers at the conference. For the purpose of this announcement, speakers refer to plenary/keynote speakers and invited speakers/guest speakers.

(五)若參與之外籍人士為本校外籍教研人員或學生者，不可列入前揭國家數之計算。

Foreign participants who are faculty, staff, or students of this institution shall not be included in the calculation of the required number of countries.

(六)研討會主題應扣合本校五大重點領域「智能環控、人文價值、健康福祉、淨零碳排、韌性防災」及聯合國永續發展目標。

The conference theme must be closely tied to the university's five strategic priorities: intelligent environmental control, humanistic values, health and well-being, net-zero carbon emissions, and disaster resilience, in conjunction with the United Nations Sustainable Development Goals.

(七)國際學術研討會之籌辦及國內學界之參與層面應具有全國性。

The organization of the international academic conference and the involvement of domestic academic institutions should have a national scope.

(八) 自行主辦之國際學術研討會以主辦單位自籌經費為原則，如經費不足，得依本公告向校方提出申請。

The conference, which is independently organized, shall be primarily funded by the organizing unit. If there is a funding shortfall, an application may be submitted to the university in accordance with this announcement.

(九) 各單位於同一會計年度內，舉辦同一性質之研討會，以補助一次為原則。

For conferences of the same nature, each unit is generally eligible for only one subsidy within the same fiscal year.

五、申請程序：Application process:

(一) 受理補助研討會辦理之期間：114 年度 1 月 1 日至 12 月 31 日間。

The application period for conference funding is from January 1, 2025 to December 31, 2025.

(二) 收件時間：於 114 年 2 月 14 日（五）中午 12 時前。

Deadline for submission: Before 12:00 noon, Friday, February 14, 2025.

(三) 於期限內至線上表單（<https://forms.gle/Qh4uAGmCNSbch1ao9>）填報及上傳相關檔案。

Fill in the online form（<https://forms.gle/Qh4uAGmCNSbch1ao9>）and upload the relevant files within the deadline.

六、應檢附文件：Required documents:

(一) 申請表及自評表，如附件一。

The application form and self-evaluation form are attached as Attachment 1.

(二) 研討會計畫書，大綱如附件二。

The outline for the conference proposal is attached as Attachment 2.

(三) 國際/國內學術組織之授權書/認可函/邀請主辦信函。

Authorization letter/Letter of approval/Invitation letter from an international/domestic academic organization.

七、審查原則：Evaluation criteria:

(一)依據研討會類別、本校發展及永續發展目標之扣合程度、對國內相關學術研究水準提升、科研發展、國際交流之助益及計畫書內容是否周詳完善等要項評審，決定補助與否及補助額度。

The proposal will be evaluated based on the conference category, its alignment with the university's development and sustainable development goals, its potential contribution to enhancing domestic academic research standards, promoting scientific research, and facilitating international exchange, as well as the comprehensiveness and thoroughness of the proposal content. The decision on whether to provide funding and the amount of funding will be made based on this evaluation.

(二)依審查結果每案至多補助新臺幣 30 萬元為原則。

The maximum amount of funding that may be awarded for each proposal is NT\$300,000, subject to the results of the review.

八、獲經費補助者須於活動結束後二個月內，提出成果報告至研發處備查。

Grantees are required to submit a final report to the Research and Development Office no later than two months after the conclusion of the event.

九、經費 Fund:

(一)本補助所需經費，由教育部補助計畫項下支應，並得視當年度經費收支情形，決定全部或部分暫停適用。

The funding for this subsidy will be allocated from the Ministry of Education's project budget, subject to annual budget review and adjustment. The Ministry reserves the right to suspend this subsidy in full or in part, depending on the availability of funds.

(二)補助期限以年度計，經費之報銷，按本校主計相關規定、「大專校院高等教育深耕計畫經費使用原則」、「教育部及所屬機關(構)辦理各類會議講習訓練與研討(習)會管理要點」及當年度「高教深耕辦公室公告之經費執行注意事項」辦理。

The subsidy period is on an annual basis. The reimbursement of funds shall be subject to the University's accounting regulations, the "Principles for the Use of Funds in the Higher Education Deepening Project," the "Management Guidelines for Various Meetings, Training Sessions, and Seminars Organized by the Ministry of Education and Its Affiliated Institutions," and the annual "Notes on Fund Execution" issued by the Higher Education

Deepening Office.

十、其他注意事項：本公告未盡事宜，將視實際需要調整及補充規定，另行通知辦理，公告內容以本處網站刊載為準。

Additional notes: This announcement is subject to change. Any amendments or supplements will be notified separately. The official version of this announcement shall be that published on this website.

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