

附件 5-1

2024 年度第一批外籍学者“汇智”项目 申请须知

为了做好 2024 年度北京市自然科学基金（以下简称市基金）第一批外籍学者“汇智”项目（以下简称外籍学者“汇智”项目）申请工作，制定了本申请须知，用以指导外籍学者“汇智”项目申请。

一、申请人事项

（一）申请人条件

外籍申请人应当是申请项目的实际负责人，并具备以下条件：

1. 所在单位是依托单位；
2. 具有承担基础研究、应用基础研究项目或者其他从事基础研究、应用基础研究的经历，且能保障所申请项目的研究时间；
3. 拟开展的研究工作是具有创新性的基础研究或应用基础研究研究工作；
4. 毕业于 QS 世界排名前 500 名高校（以申请通知发布之日的排名为准）或国内外著名科研院所；
5. 持有来华工作许可证，所签署的劳动、技术开发、委托等合同或合作协议的持续时间能够覆盖其申请的项目执行周期（项目执行周期从项目当年获批时开始）；
6. 确保在中国工作期间遵守中国法律法规及北京市自然科学基金的各项管理规定。

符合第 2-6 条规定，依托北京地区重大科技基础设施、科教

基础设施、交叉研究平台开展科研合作等外籍科研人员，经有关依托单位同意后，可以通过该依托单位申请外籍学者“汇智”项目。

（二）申请人管理规定

1. 申请人每年度只能申请 1 项外籍学者“汇智”项目。
2. 作为负责人已获得外籍学者“汇智”项目资助的，不得作为申请人再次申请外籍学者“汇智”项目。
3. 申请人年龄不超过 60 周岁。

二、申请人及依托单位注意事项

（一）申请人注意事项

1. 申请书须由申请人本人用英文或中文撰写，并对所提交申请材料的真实性、合法性负责。
2. 项目执行周期起始时间为 2024 年 7 月。
3. 申请人的来华工作许可证、与依托单位签署的劳动、技术开发、委托等合同或合作协议须以附件的形式上传至依托单位工作系统。
4. 申请人根据所申请的研究方向或研究领域在“申报学科”下拉菜单中准确选择申报学科代码，每一申请项目可选择两个申报学科代码，请尽量选择到二级学科代码。
5. 项目成员简介应填写近 5 年来取得的代表性成果，代表性成果的数量原则上不超过 5 项。
6. 合作单位应为独立法人单位，且填写的合作单位名称应与单位公章一致。如合作单位为境外单位，可不加盖单位公章。项目合作单位不超过 2 个。

7. 涉及科研伦理及科技安全（如生物安全、信息安全等）的项目申请，申请人应严格执行中国有关法律法规和伦理准则，并按要求上传相应材料的电子扫描件。

8. 市基金不支持申请人将相同或基本相同的项目申请书在不同机构中进行多处申请。对于申请人在以往市基金或其他机构（如科技部、国家自然科学基金委等）资助项目基础上提出的新项目，应提供相应项目摘要。

9. 项目获得资助后，申请人和项目组主要成员须在纸质申请书上签字。项目组主要成员如本人未能在纸质申请书上签字，应出具知情同意函，作为附件随纸质申请书一并送交。

资助项目产生的研究成果（论文、著作等）应当标注“北京市自然科学基金资助”（英文：Supported by Beijing Natural Science Foundation）及项目编号。

10. 外籍学者“汇智”项目研究形成的知识产权的归属、使用和转移，按照中国有关法律、法规执行。

（二）依托单位注意事项

1. 外籍学者“汇智”项目采用依托单位推荐申报制度，依托单位应按照本须知要求，开展本单位遴选及推荐工作，推荐过程中应加强对项目申请人的辅导及审核把关，择优出具推荐信。推荐信请参照依托单位推荐信模板，并加盖依托单位公章（**注意：科研管理部门章、二级学院章等无效**），推荐信、申请书中的国籍须与申请人的国籍保持一致。推荐信扫描件须以附件的形式上传至依托单位工作系统，原件须在项目获资助后随任务书、申请书一并提交。

2. 依托单位应对本单位申请人所提交申请材料的真实性、完整性和合规性等进行审核，并重点审查申请人的基础研究经历、申请人拟开展的工作是具有创新性的基础研究工作、申请人引进的必要性、申请人毕业院校为 QS 世界排名前 500 名或国内外著名科研院所、合同或合作协议的持续时间覆盖其申请的项目执行周期。

3. 项目申请阶段，依托单位无需报送纸质申请书。项目获资助后，依托单位需将申请书、任务书及其他附件材料原件集中报送至北京市自然科学基金委员会办公室（以下简称“基金办”）。

4. 外籍学者“汇智”项目立项后，项目经费实行“包干制”管理，其管理和使用应当按照《北京市自然科学基金资助项目经费管理办法》（京财科文【2023】2110号）执行。若外籍科研人员在项目执行周期内与依托单位解约则项目终止，项目结余经费由依托单位返还基金办；对于资助项目结束之后的结余经费，经依托单位同意可留在依托单位继续用于基础研究工作。

5. 依托单位应当积极配合开展项目验收工作，自项目资助期满之日起 30 日内，协助项目负责人撰写资助项目研究工作总结报告、编制项目资助经费决算。此外，资助项目取得成果的，应当同时提交有关数据，如标注有“北京市自然科学基金资助”和项目编号的专著和论文，专利等。依托单位应当对验收材料的真实性和完整性进行审核，统一提交基金办。

Appendix 5-3

2024 First Batch International Scientists Project Application Instructions of the Beijing Natural Science Foundation (Hereinafter referred to as the “Instructions”)

The “Instructions” has been formulated to guide applications of the 2024 first batch International Scientists Project (hereinafter referred to as the “Project”) of the Beijing Natural Science Foundation (hereinafter referred to as the “BJNSF”).

I. Information of the Applicant

(1) Candidacy of the applicant

International scientists with foreign citizenship should be a actual person in charge of the project applied and meet the following conditions:

1. The institution of the applicant should be a host institution;
2. Having experience in undertaking basic research, applied basic research projects, or engaging in other basic research or applied basic research, and being able to ensure the research time of the project applied;
3. The research work to be carried out is creative basic research or creative applied basic research;
4. Graduated from the Top 500 universities in the QS world ranking (according to the ranking on the application notice date) or well-known research institutes both at home and abroad;

5. Holding the Foreigner's Work Permit in China, the duration of the signed labor contract, technology development contract, commissioning contract, and other contracts or cooperation agreements can cover the period of the project applied (the duration of project implementation starts from its approval in the current year);

6. Ensuring to comply with Chinese laws, regulations and various management regulations of BJNSF while working in China's mainland.

According to the provisions of Article 2-6, international scientists, who rely on Major Scientific and Technological Infrastructure, Scientific and Educational Infrastructure, and Interdisciplinary Research Platforms in Beijing to carry out scientific research cooperations, can apply for the Project through the relevant host institution with the consent of such institution.

(2) Management regulations of the applicant

1. The applicant can only apply for 1 item of the Project each year.
2. As the responsible person, the person, who has obtained funding for the Project, shall not apply for the Project as an applicant.
3. The age of applicant does not exceed 60 years old.

II. Notes for the Applicant and the Host Institution

(1) Notes for the applicant

1. The application form must be filled by the applicant in English or Chinese, and the applicant should be responsible for the authenticity and legality of the submitted application materials.
2. The duration of project implementation starts from July 2024.
3. The applicant's Foreigner's Work Permit in China, labor contract, technology development contract, commission contract, and other contracts or cooperation agreements signed with the host institution, must be uploaded to the Host Institution Work System (hereinafter referred to as “HIWS”), in the form of attachments.
4. The applicant should select the applied discipline code from the "Applied Discipline" drop-down menu accurately, based on the research direction or field that he/she has applied. When selecting the applied discipline code, an application can have two codes, please select the secondary code (4 digits).
5. The introduction of project members should include representative achievements made in recent 5 years, the number of which shall not exceed 5 in principle.
6. The cooperating institution should be an independent legal entity, and the name of the cooperating institution should be consistent with its official seal. The official seal of the institution may not be affixed if the cooperating institution is an overseas institution. The number of cooperating institutions for the Project shall not exceed 2.
7. If the proposed research involves issues related to scientific research ethics and scientific and technological security (such as

biosecurity, information security, etc.), the applicant shall strictly follow relevant Chinese laws, regulations and codes of ethics, and provide corresponding materials as attachment in accordance with the requirements of relevant scientific departments (a scanned copy shall be attached to the electronic application).

8. BJNSF does not support applicants to apply with the same or basically the same project application at multiple places in different institutions. For new projects proposed by the applicant based on previous projects funded by BJNSF or other institutions (such as the Ministry of Science and Technology, National Natural Science Foundation, etc.), the similarities and differences, inheritance, and development relationship between them should be clearly explained.

9. After the project is funded, the applicant and key members of the project team must sign the paper application form. If the main members of the project team fail to sign the paper application, they should provide an informed consent letter as an attachment and submit it along with the paper application.

The research achievements (papers, works, etc.) generated by the funded project should be marked with "Supported by Beijing Natural Science Foundation" and the project number.

10. The ownership, use, and transfer of intellectual property rights generated by the Project shall be implemented in accordance with relevant Chinese laws and regulations.

(2) Notes for the host institution

1. The Project adopts the recommendation and application system for the host institution, and the host institution shall carry out the recommendation work of its own institution and issue a recommendation letter in accordance with the requirements of the “Instructions”. Please refer to the template of the recommendation letter for the host institution and affix its official seal (**note: the seal of the scientific research management department or the seal of the secondary college is invalid**). The nationality filled in the recommendation letter and application form must be consistent with the applicant's nationality. The original The scanned copy of the recommendation letter must be uploaded to the HIWS in the form of an attachment, and the original recommendation letter must be submitted together with the Assignment Form and Application Form after the Project is funded..

2. The host institution should review the authenticity, completeness, and compliance of the application materials submitted by the applicant, with a focus on the following: the applicant has experience in basic research; the work that the applicant intends to carry out is about creative basic research; the necessity of the applicant's introduction; the international scientist's graduation school is from the Top 500 QS world rankings or well-known domestic and foreign scientific research institutions; the duration of the work contract or agreement covers the duration of the project applied by the applicant.

3. During the project application stage, the host institution does not need to submit the paper application form. After the project is funded, the host institution shall submit the original application form, assignment, and other attachment materials to the Office of the Beijing Natural Science Foundation Committee (hereinafter referred to as "OBJNSF").

4. After the establishment of the Project, funds are managed on “overall rationing” , the project funds management and utilization shall be implemented in accordance with the *Management Measures for Funding of Projects Funded by the Beijing Natural Science Foundation* (JCKW [2023] No. 2110). If the international scientist terminates his/her contract with the host institution during the duration of project implementation, the project will be terminated, and the remaining funds of the project will be returned to OBJNSF by the host institution; for the remaining funds after completion of the funded project, such funds can stay in the host institution for basic research work with the consent of the host institution.

5. The host institution shall actively cooperate in carrying out acceptance work of the project. Within 30 days from the expiration of the project funding period, the host institution shall assist the project leader in writing a summary report on the research work of the funded project and preparing the final account of the project funding. In addition, if the funded project made achievements, relevant data should be submitted at the same time, such as monographs, papers,

patents, etc., marked with "Supported by Beijing Natural Science Foundation" and the project number. The host institution shall review the authenticity and completeness of the acceptance materials and submit them to OBJNSF altogether.

Appendix 5-4

Discipline group submission	Sub-discipline group submission

Submission No.	Funding No.

Application Form of Beijing Natural Science Foundation (International Scientists Project)

Project name:

Applicant:

Nationality:

Mobile phone:

Email:

Host institution:

Zip code:

Mailing address:

Contact number:

Date of filling:

**Designed by the Office of Beijing Natural Science Foundation Committee
2024**

Instructions

I. Before filling in the application form, please refer to the relevant administrative provisions of the Beijing Natural Science Foundation (hereinafter referred to as "BJNSF"). Please fill in all the contents of the application form carefully, and pay attention to scientific and rigorous, realistic and clear expression. Loan words shall be expressed in both Chinese and English. The abbreviations appeared for the first time must be marked with their full names.

II. The application form is in A4 paper format. The text of the application form is required to be in Times New Roman typeface No. 5, printed on both sides, bound into a volume on the left. The application form shall be in one copy (the original must be sealed), and submitted to the Office of Beijing Natural Science Foundation Committee (hereinafter referred to as the "Office").

III. Description of the Brief Table

1. Content of the Brief Table: the table shall be filled in Chinese or English.
2. Project Name: the project name shall accurately reflect the research content, and the number of words shall not exceed 40 Chinese characters (or 80 characters).
3. The applied discipline's code shall use the discipline classification catalogue and code of the National Natural Science Foundation of China published by the Office.
4. Host institution: the full name must be filled in according to the official seal of the institution.
5. Application amount: the amount shall be expressed by Arabic numerals, in 10,000 Yuan, rounding to two decimal places.
6. Period of project implementation: The period of project implementation is 6 months to 2 years in principle.
7. Number of participating institutions: refers to the number of institutions that the members of the research project team belong to, including the Host Institutions and the Cooperative institutions (the institutions of the collaborators), which is expressed in Arabic numerals. The Cooperative institutions refer to the institutions that carry out sci-tech complementarity and substantive cooperation in terms of research contents, methods and objectives during the implementation of the project, excluding general technical cooperation institutions.
8. Major members of the project team: refer to the researchers within the project team who play an important role in the formulation of academic ideas, research programs, theoretical analysis and the completion of the project. Such members should participate in the research work of the project for more than 4 months every year. Each applicant and member of the project team must sign on the application form in person.

I. Brief Table

Applicant Information	Name(in English)		Chinese Name (if any)	
	Gender		Nationality	
	Date of birth		Email	
	Office phone (if any)		Mobile Phone	
	Professional Technical Position (title)		Highest Degree	
	Highest Degree-Awarding Institution			
	Research Field			
	Other			
Host Institution	Institution Name		Institution Type	
	Subordination		Zip Code	
	Mailing Address			
	Contact		Contact Phone	
	Fax		Email	
Cooperative Institution	Institution name		Contact	Contact Phone
Basic Information of the Project	Project Name (English)			
	Project name (Chinese)			
	Applied Discipline 1 (name)		Applied Discipline 1 (code)	

	Applied Discipline 2 (name)		Applied Discipline 2 (code)	
	Starting and Ending Time	July 2024 to	Applied Amount	
	Discipline Submission Group			
	Sub-Discipline Submission Group			
Research Content	Key Words (≤ 5)	English		
		Chinese		
	English Abstract			

	Chinese Abstract	
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II. Overview of Main Members of the Research Project Team (Including Applicants)

No.	Name	Nationality	Date of Birth	Professional Technical Position (Title)	Highest Degree	Major	Project Division	Annual Working Months	Work Institution	Signature

Total number of Team Members	Senior	Intermediate	Primary	Postdocs	Doctoral Students	Master Students	Number of Participating Institutions

III. Main Body of the Application Form

Write with reference to the following outlines. The content shall be detailed, clear, well-organized and the title shall be prominent.

(i) Research content

This section should focus on introducing the innovative points, main research directions, and research programme of the proposed research.

- 1. Innovative points**
- 2. Main research directions**
- 3. Research programme**

(ii) Expected research achievements

This section should focus on introducing the innovation level and scientific value of the expected research achievements, as well as the applicant's contribution to such achievements.

1. Innovation level and scientific value of the research achievements
2. The applicant's contribution to the research achievements

(iii) Brief introduction of project members

List the resume of the applicant's study and research work, the main scientific research achievements made in recent 5 years (such as new discoveries, new ideas, new principles, new mechanisms and other symbolized achievements, which shall not exceed 5 in principle).

IV. Other Research Projects Being Undertaken or Completed by the Applicant

List other research projects undertaken or completed by the applicant, including the National Natural Science Foundation of China, the National Social Science Fund of China, and other plans of the ministries, commissions or municipality, etc.

V. Applicant Guarantee

1. Ensure that the information of the main members and cooperating institutions of the project team is true, complete, and effective, and that the main members and cooperating institutions of the project team are aware of and agree to participate in the project research.

2. If the project is funded, ensure to complete the signing and stamping procedures for the application and assignment within the specified time, and submit the paper application materials and assignment on time.

3. Promise that the research content of this project is not supported by the funding from other projects, nor to apply for other projects with the content of this project.

4. Promise to comply with the relevant management regulations of the Beijing Natural Science Foundation, ensure the research work time, and carry out research work seriously.

5. Promise that the funding of the project shall be implemented in accordance with the *Management Measures for Funding of Projects Funded by the Beijing Natural Science Foundation* (JCKW [2023] No. 2110).

Project Applicant (signature):

mm dd yy

VI. Review Comments of the Institution

(i) Review comments of the host institution:

We have reviewed the qualifications and application contents of the applicant and major members in accordance with the relevant provisions of BJNSF. The applicant and major members have satisfied the project application conditions, and the project has not been approved repeatedly.

We promise to do the following after the project is funded:

(1) Ensuring to provide support of manpower, materials and working hours required for the implementation of the research plan.

(2) Strictly abiding by the regulations of BJNSF on the management of Funded Projects and financial management, etc.

(3) Urging the project leader and our project management department to timely submit relevant materials in accordance with the relevant provisions of BJNSF.

Responsible person (signature or seal):

Institution (official seal):

mm dd yy

(ii) Review comments of the Cooperative Institution:

We agree to participate in the cooperative research, and have cooperated with the host institution to review the qualification of our participants, which is in line with the relevant provisions of BJNSF. We promise that after the project is funded, we will ensure the time and working conditions of the participants in the cooperative research, and urge them to complete their tasks undertaken as planned.

Cooperative Institution (official seal):

mm dd yy