



The University of Macau

2025-2027 Guidelines for IAS Fellowship Scheme (Regular Staff)

1. Introduction

The Institute of Advanced Studies in Humanities and Social Sciences (hereafter referred to as “IAS”) is committed to creating an interdisciplinary intellectual platform for our faculty members. Based on our past experiences and feedback, the Fellowship Scheme will undergo a revision starting in 2025 to better support interdisciplinary research and collaboration. The Fellowship Scheme invites staff members of the University to participate through an open recruitment process and recommendation by the Dean to engage in interdisciplinary and cross-disciplinary research.

2. Objectives and Highlights

IAS seeks to establish an interdisciplinary knowledge platform that will contribute to the University's research strength, publication standards and international impact in interdisciplinary areas. Through interdisciplinary research projects and diversified academic exchange activities, it aims to foster potential inter-faculty collaborations, expand the scope of interdisciplinary academic and intellectual dialogue within the campus, and strengthen international exchanges and collaborations in various fields.

- 2.1. Funding support: IAS will provide funding support for interdisciplinary research projects and academic activities. Fellows can apply for funding based on their needs to enhance research and collaboration.
- 2.2. Academic Engagement: IAS will regularly organize international academic conferences, lectures and events to encourage cross-disciplinary academic discussions, and provide opportunities for fellows to present their latest research findings.
- 2.3. Exchange and Collaboration: IAS will host gatherings and luncheon meetings to facilitate networking among scholars from different disciplines, promoting interdisciplinary collaborations through casual conversations.

3. Scheme Modifications (Updated)

In order to facilitate the full and effective implementation and development of the Fellowship Scheme, IAS has made a number of changes to the content, duration and duties, based on the existing one, as follows.

- 3.1. The term of fellows under the new scheme will be 2 years to allow sufficient time for project development and partnership building;
- 3.2. The new scheme will provide funding support to fellows to facilitate research and academic development within the University;

- 3.3. Eligible fellows will take full ownership of their funded activities and will be responsible for diversifying their academic exchange activities and bringing together faculty members;

Content	Existing Scheme	New Scheme
Term	1 year	2 years
Funding	No	Yes
Activity Arrangement	IAS	Sponsored fellows

4. Eligibility

- 4.1. Applicants must be a full-time faculty member of the University of Macau;
- 4.2. Applicants should have strong research backgrounds, as evidenced by publications, grants, and other relevant achievements; those with interdisciplinary research experience are preferred.

5. Application

To apply for the fellowship, faculty members are required to complete an application form and submit it to IAS via email or internal mail.

- Email: ias.programme@um.edu.mo
- Office Address: Room 3004, Cultural Building, University of Macau, E34, Avenidada Universidade, Taipa, Macau, China

6. Selection

The selection requirements and procedures for the Fellowship Scheme are set out below:

- 6.1. After collecting all the application forms, the selection committee of IAS will review the applications, taking into account a number of factors including research performance over the past 3 to 5 years, relevance of the proposed research to the IAS research themes, project significance and originality, capabilities and achievements of the applicant, likelihood of project accomplishment, and other factors subject to the faculty's discretion.
- 6.2. In addition to open applications, Deans of each faculty are encouraged to nominate their faculty members who are deemed suitable for the scheme.
- 6.3. IAS will make the final decision on the selection of fellows based on a number of factors including the faculty recommendation, significance and relevance of the proposed research to the IAS research theme, applicant's discipline and research interest and experience, the development direction of the institute, and other relevant considerations.
- 6.4. If an applicant does not receive notice regarding the result of their application within three months, their application will be considered unsuccessful.

7. Funding Support (Updated)

IAS encourages the submission of high quality, innovative and practical research projects or activities to promote academic exchange and collaboration. To this end, IAS will provide project funding support to eligible fellows from the 2025 academic year onwards, who can apply for funding by completing the relevant application form. This is direct project funding and is only available for interdisciplinary research programs undertaken by fellows individually or in collaboration with other academics.

7.1. Funding Conditions: The applicant must be a research fellow of IAS, and the proposed project must be consistent with the IAS philosophy of interdisciplinary research.

7.2. Forms of Funding: The form of funding may vary according to the specific needs of the applicant and the nature of the research project. IAS offers the following common forms of funding:

- a) Research Funding: The aim is to promote interdisciplinary research projects by the fellows and to encourage interdisciplinary collaboration among the scholars, with a view to transforming the research results into articles or scholarly works for publication, thus enhancing the academic impact of the University of Macau in interdisciplinary fields. Applicants may apply for funding according to the specific needs of their projects and will be awarded funding based on the evaluation results.
- b) Funding for Academic Activities: The aim is to provide financial support to fellows to organize interdisciplinary academic conferences, seminars and other activities. This will help scholars to engage in academic dialogue with scholars at home and abroad, broaden their research horizons, and promote academic exchange and cooperation.

The above are only some common examples of funding, and the specific forms and criteria of funding will depend on the specific requirements of the Fellowship Scheme and the resources available to IAS. Applicants are encouraged to submit their requests for funding requests during the application process and to engage in further consultation and discussion with IAS.

7.3. Amount of Funding: IAS will select 10 candidates from the applicants to provide each with a maximum annual funding of MOP 10,000 to support his/her research and conference organization.

7.4. Distribution of the amount of the grant:

- a) Research Funding: these may be used to cover the costs incurred in the purchase of documentation required for the study or in the conduct of scholarly investigations.
- b) Funding for Academic Activities:
 - i. For Lectures: the grant will cover the short-term scholarship for invited scholars who are required to come to the University in person to deliver the lectures or other events. According to the guidelines of the University of Macau's Research Services and Knowledge Transfer Office (RSKTO) [*Guidelines on Funding Execution of Research Grants \(RSKTO.04/202004/131.r01\)*](#), as set out in 3.1.3 *Support Items for Short-term Visiting Scholars*, the honorariums will be allocated according to the scholars' location. The following table shows the maximum amounts of honoraria for visiting scholars.

	Asia	International
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Qualification ¹ / Place of primary affiliation		
Associate Professor and above	MOP 5,000 + MOP 1,800/day ²	MOP 8,000 + MOP 1,800/ day
Assistant Professor	MOP 5,000 + MOP 1,200/day	MOP 8,000 + MOP 1,200/ day
With doctoral level	MOP 5,000 + MOP 600/day	MOP 8,000 + MOP 600/ day

- ii. For Conferences/Forums: The funding will cover the accommodation(the accommodation expense on the day of the conference and the day before and after the conference), transportation and meal expenses of the invited guests of the conference. The amount of the related expenses will be arranged according to the guidelines of the University of Macau ([Rules for Remuneration, Honorarium and Allowance for Invitees Who Provide Academic Services to the University of Macau \(RTO.04/201712/105.r01\)](#), [Rules for Official Functions and Hospitality \(FO-ACC.04/201510/305.r01\)](#) and [Guidelines for Working Meals \(FO-ACC.10/201510/303.r00\)](#)).

The specific form and amount of funding will be determined according to IAS policy, evaluation results and resources.

7.5. Funding Procedure:

- a) Applicants should complete the [‘Fellowship Scheme Funding Application Form’](#) and submit it to IAS at least **45** days before the start of the project, along with any relevant supporting documents (e.g., project proposal).
- b) IAS will evaluate the project and respond to the applicant for approval prior to the commencement of the project after receipt of the application form.
- c) Once the application is approved, IAS will review and approve the budget. The applicant or his/her faculty administrator should complete a printed award proposal, which includes, but is not limited to, submitting at least three quotations for required purchases. The applicant should sign the completed proposal and submit it via internal mail to the IAS (E34-3004).

* Due to the special procedure of paying the stipend for student assistants, the award proposal and reimbursements will be handled by the IAS after submitting the

¹ If the invited guest has considerable reputation and expertise in his/her field, but does not hold the above titles, the applicant may indicate and list the relevant funding requirements on the application form, which will be considered by IAS before a decision is made.

² IAS has different limits on the amounts of honoraria for scholars from different regions:

- Scholars from China are entitled to a maximum of 3 days' honorarium (including the day of the lecture and one or two days before or after).
- Scholars from Asia (outside China) are entitled to a maximum of 4 days' honorarium (including the day of the lecture and one or two days before and after the lecture).
- Scholars from outside of Asia may receive up to 5 days of honoraria (including the day of the lecture and two days before and after the lecture).

application.

- d) Upon the approval of the application, IAS will notify the applicant to proceed with the research project. Upon completion of the research project(s), the applicant or his/her faculty administrator should promptly carry out the reimbursement process for IAS approval.
- e) At the end of the project, the grantee must submit a ['Funding Report'](#) to describe the achievements of the project. This report will be used for evaluation purposes when applying for future funding.

7.6. Funding Restrictions: Successful applications will be subject to an implementation rate of 95% or more during the financial year (1 January to 31 December), failing which there will be no further opportunity to apply for funding. Unspent funds in one financial year cannot be carried forward (carryover) to be spent in the next.

8. Commitments and obligations (updated)

As fellows affiliated with IAS, active participation in various activities to foster interdisciplinary exchange and contribute to the vibrant intellectual community is expected. The commitment includes:

- 8.1. Active Engagement: Embrace involvement in IAS activities like seminars, workshops, conferences, and interdisciplinary collaborations. Enhance the academic atmosphere and promote knowledge exchange.
- 8.2. Activity Lead: Acts as an organizer, moderator or discussant for the events.
- 8.3. Interdisciplinary Exchange: Engage with researchers from different disciplines, fostering interdisciplinary discussions and collaborations. Enrich research outcomes and address complex societal challenges effectively.
- 8.4. Producing Research Outputs: Conduct high-quality research aligned with IAS goals. Generate research outputs such as publications, conference presentations, and scholarly contributions. Contribute to knowledge advancement and showcase impact.

9. Fellowship Appointment

IAS will appoint successful applicants as IAS research fellows in the following categories:

- Senior Research Fellow (Chair Professor, Distinguished Professor, or other professors specially designated by the IAS);
- Research Fellow (Associate Professor or Professor);
- Junior Research Fellow (Assistant Professor or Instructor);

- 9.1. Fellowship appointments will last two academic years. Appointments may end early due to resignation, retirement, or other unforeseen circumstances. The affiliation with the IAS is subject to the university policies, rules, and procedures.
- 9.2. The professor specially designated by the IAS as a Senior Research Fellow is an honorary position. IAS will give priority to planning and organizing various academic activities for these fellows. However, it is important to note that they do not have access to financial support provided by the IAS.

10. Final Interpretation

The final right of interpretation of this scheme belongs to the Institute of Advanced Studies in Humanities and Social Sciences.