



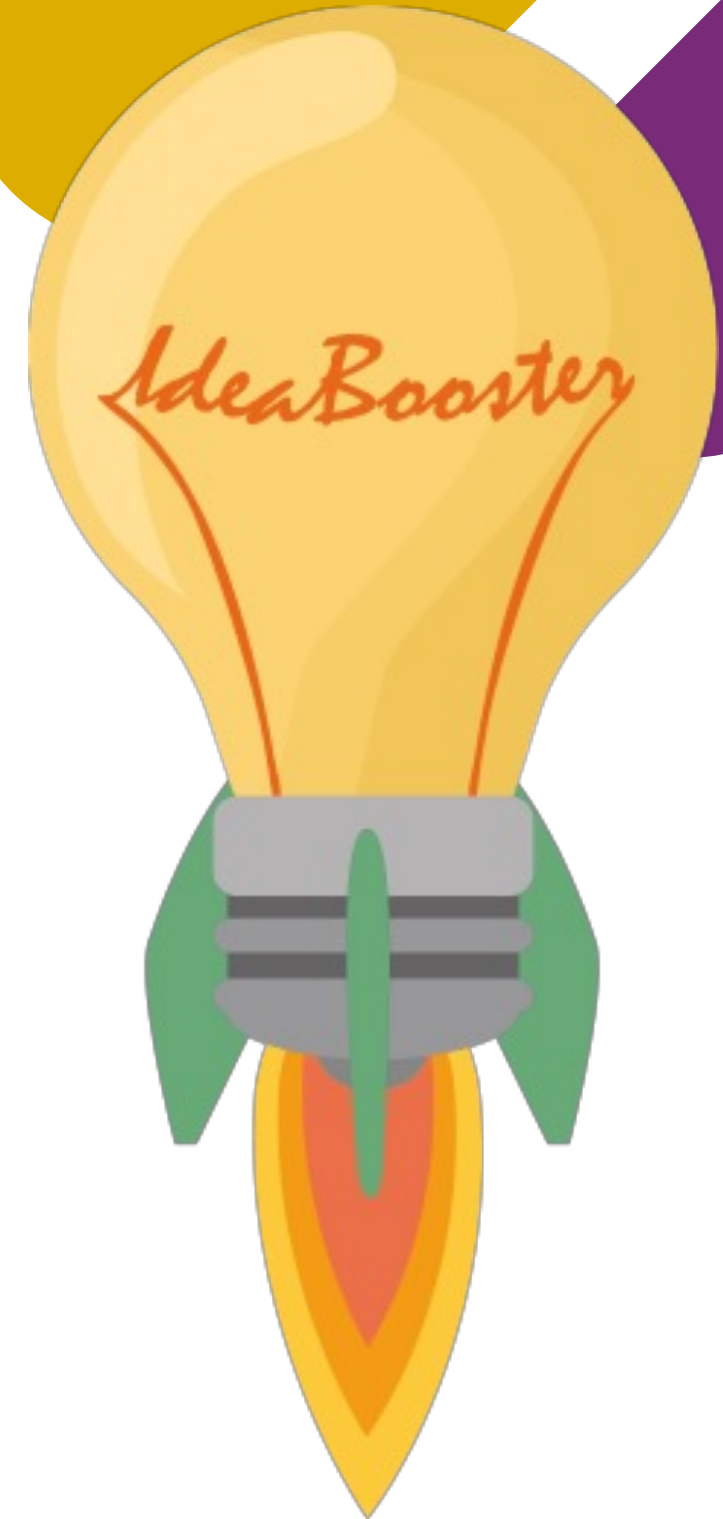
研究及知識轉移服務處  
Office of Research and  
Knowledge Transfer Services

BRIEFING SESSION

# IdeaBooster Fund 2024-2025

April 2024

ORKTS VENTURE ACCELERATION TEAM





# Venture Acceleration Team, ORKTS

FOR IDEABOOSTER FUND

## **Dr. Victor LAU**

Head of  
Venture Acceleration Team, ORKTS

## **Dr. Desmond CHENG**

Innovation and Impact  
Development Manager, ORKTS

## **Ms. Hannah MAK**

Entrepreneurship Officer,  
ORKTS

## **Mr. Alan LO**

Community Officer,  
ORKTS

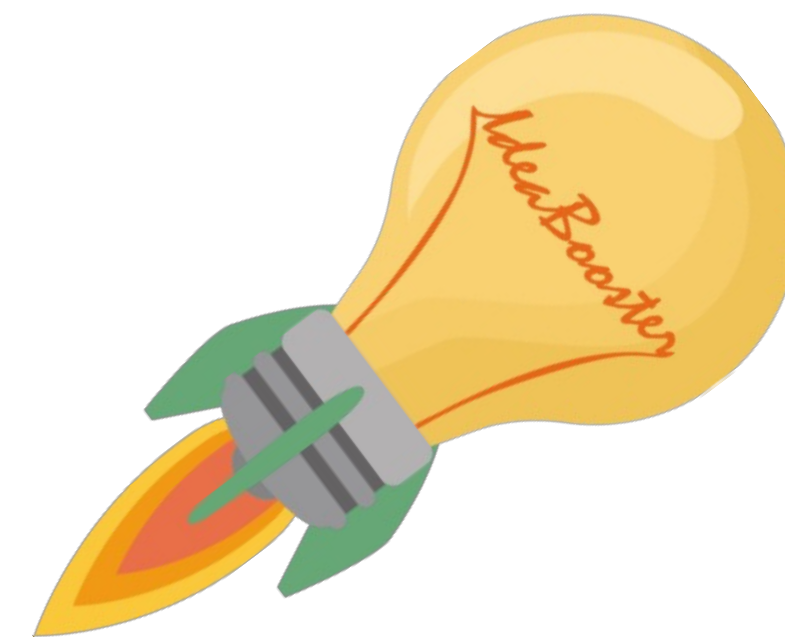


# What is the IdeaBooster Fund?

- To inspire and support CUHK researchers in translating their **NEW IDEAS** and knowledge into **early-stage** projects with **societal impact** and **commercial potential**
- The IdeaBooster Fund, launched by the Office of Research and Knowledge Transfer Services (ORKTS), has been supporting innovation ideas since 2023
- The IdeaBooster Fund is supported by The University Grants Committee (UGC) Recurrent Funding for Knowledge Transfer (KT)

# IdeaBooster Fund Objectives

- **Development of early-stage ideas**
- **Promoting innovative culture**
- **Encouraging the transition of their ideas into goal-oriented translational projects**
- **Addressing societal needs through interdisciplinary solutions**





# Funding Overview

**Funding amount: HK\$100,000 to 200,000 per project**

**Project Duration: 12 or 18 months**

- **Normally the commencement date will be 30th June every year**
- **Reapplications** (i.e. resubmission of previously rejected proposals) should highlight new or innovative elements compared with previous proposals
- **Each Project Leader MUST only submit one application in each round, and may serve as team members in other projects**

\*The funding is granted for only up to two years and is not a recurrent fund for the long term

# Funding Overview

**Project funding will be disbursed according to the rationale below :**

	<b>Project Duration (Months)</b>	
	<b>12</b>	<b>18</b>
1 <sup>st</sup> Installment (Project start date)	100%	70%
2 <sup>nd</sup> Installment (Upon approval of the 2 <sup>nd</sup> bi-annual report)	N.A.	30%

# Eligibility Criteria - Who Can Apply?

## Apply for the Fund as Project Leader

### Full-time academic staff members

- Assistant Professor rank or
- Research Assistant Professor rank or above

## Team Mix

- All CUHK staff or students
- Non-CUHK members

✓ **may participate as team members**

## Apply for the Fund as Project Leader with an endorsement\*

### i) Full-time CUHK teaching staff

with a Postgraduate degree (or equivalent qualification) in any disciplines on the rank of Lecturer or above

### ii) Full-time CUHK research staff

with a Postgraduate degree (or equivalent qualification) in any disciplines above the rank of Research Assistant

(e.g. Postdoctoral Fellow / Research Associate / Research Officer / Research Fellow)

### iii) Full-time CUHK Postgraduate student

Current postgraduate student (**Research Programmes**) in any disciplines will be considered on a case-by-case basis

\*with an endorsement from their Department Chairperson, Unit Head, or Project Supervisor

# Application Process - How to Apply

1. Access the online application portal (<https://orkts-cuhk.grantplatform.com/>) & click on “Log in via SAML”



研究及知識轉移服務處  
Office of Research and  
Knowledge Transfer Services

CUHK Research System

Log in via SAML **1**

Log in

Email

Continue

Share

f X p in e

CUHK Research System

Start here

DO NOT LOGIN using Departmental email address (xxx@yyy.cuhk.edu.hk), it will lead to unexpected result and login failed.

- 1 Login using CUHK One-Pass Login (Click "Log in via SAML") with the CUHK email address (xxx@cuhk.edu.hk).
- 2 Start your application (save it in-progress).
- 3 Submit your application to be reviewed.

For any questions, please contact [email](#)

香港中文大學  
THE CHINESE UNIVERSITY OF HONG KONG



# Application Process - How to Apply

2. Input your “CUHK login ID” (i.e. xxx@cuhk.edu.hk) and “OnePass Password” & click “Login”



## CUHK LOGIN

2

 [Login Help](#)

 [Change Password | Forgot Password](#)

# Application Process - How to Apply

## 3. Check your Duo Push



您是否正在登入 CUHK LOGIN?

- ⊕ CUHK
- 📍 HK
- 🕒 下午 2:42
- 👤 617331

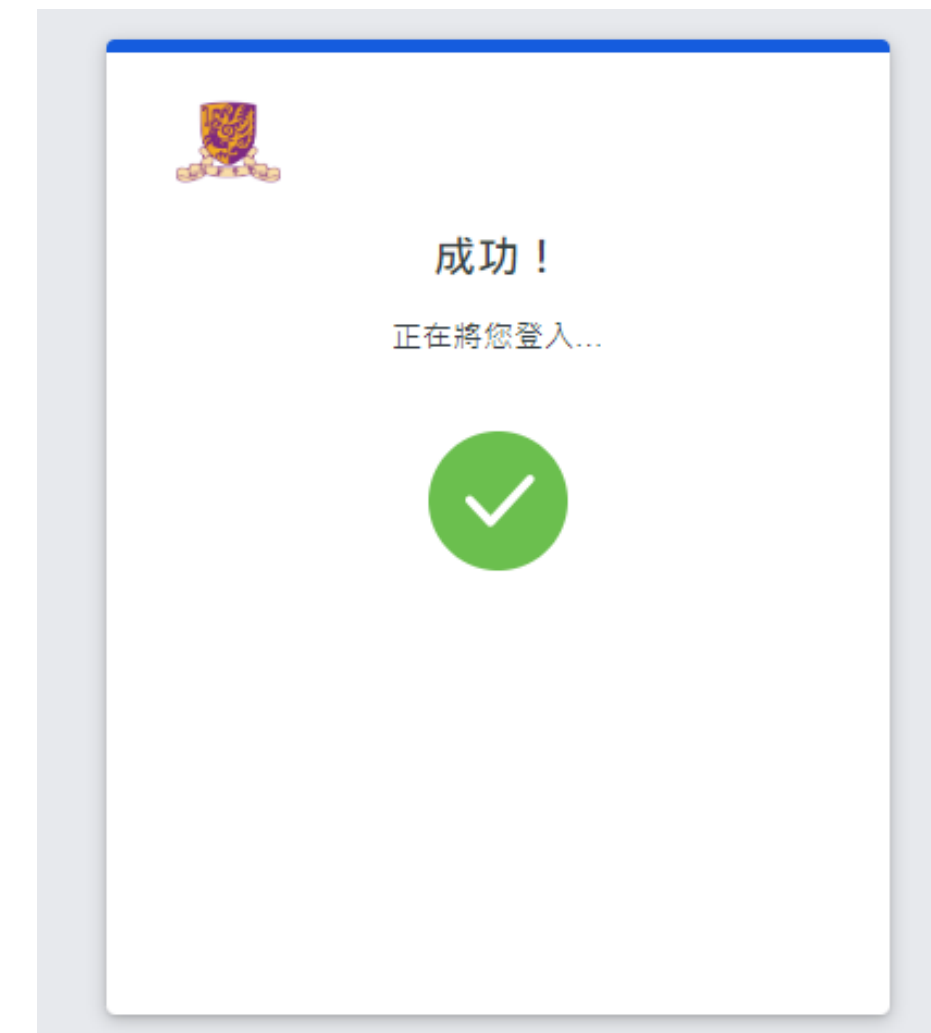


拒絕



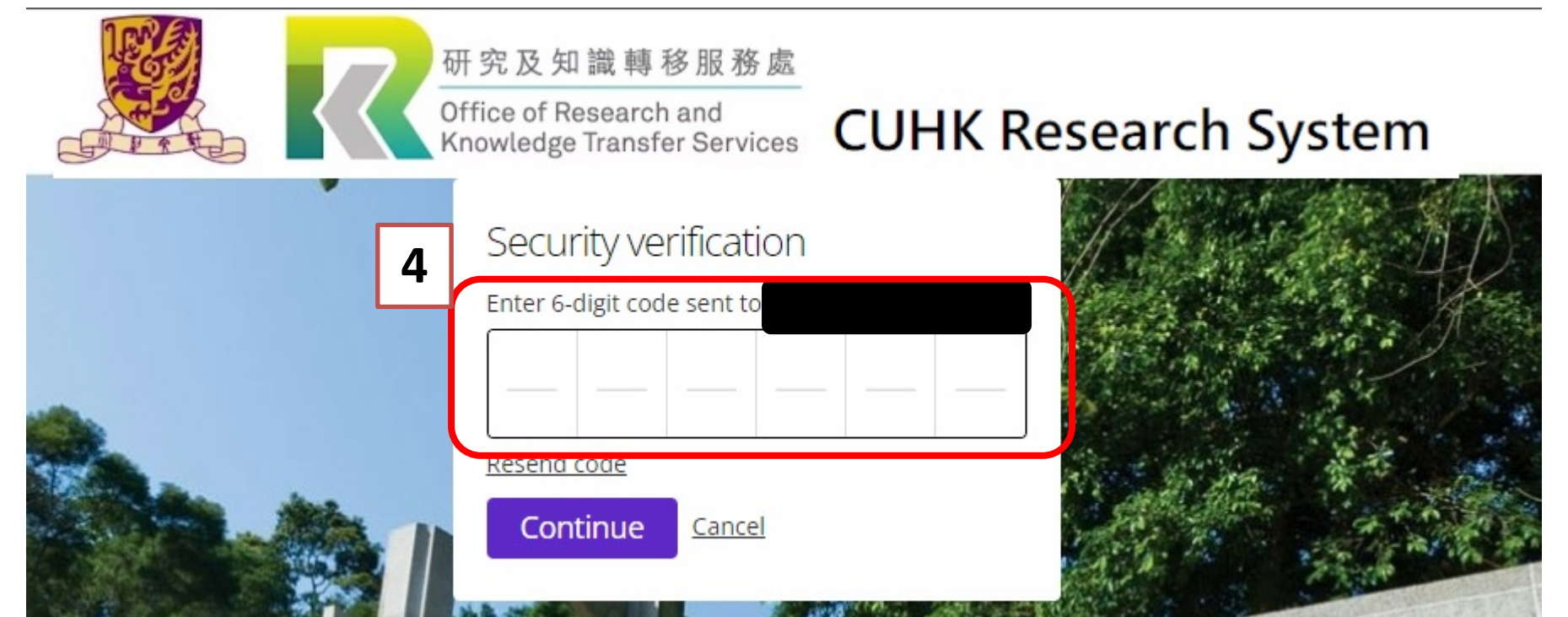
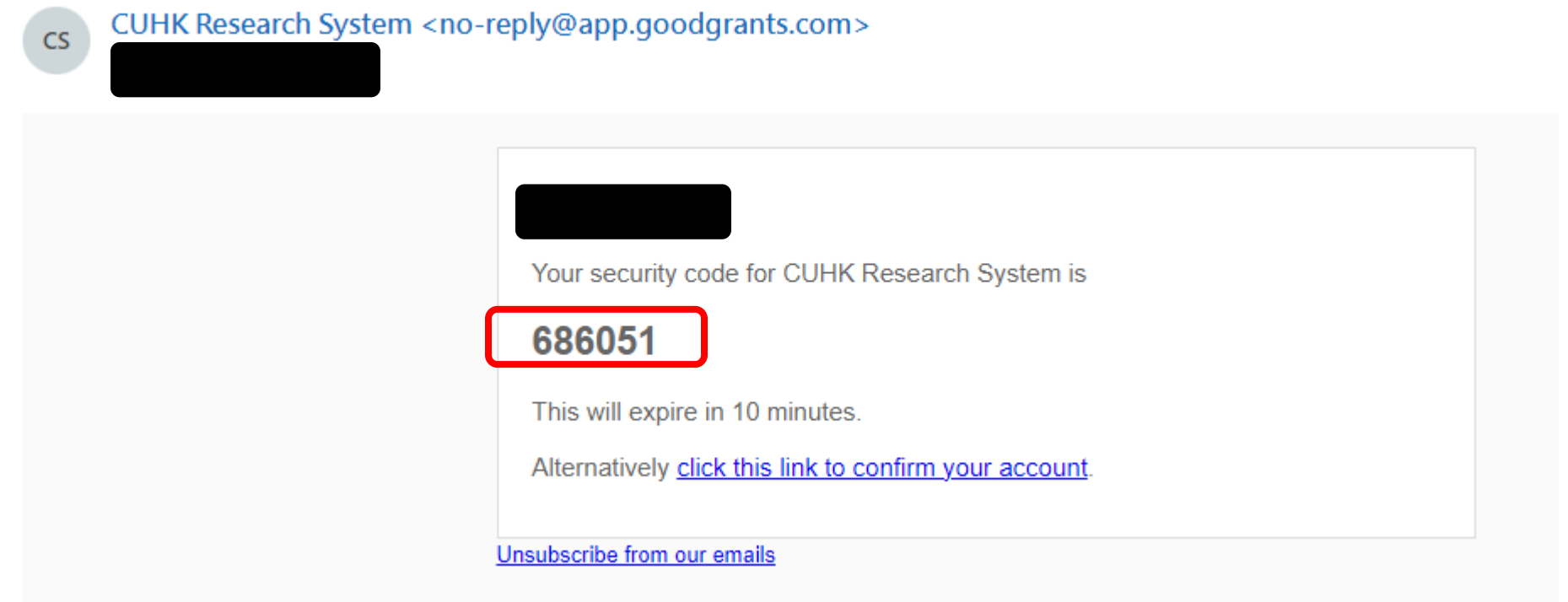
核准

3



# Application Process - How to Apply

4. Enter 6-digit code sent to your email within 10 mins and click “Continue”



# Application Process - How to Apply

5. Read and agree to the  
“Privacy Policy”, “Cookie Policy”  
and “Terms of Service”

6. Click the “Complete registration”

Additional details

Your saved details

[Redacted]

[Redacted]

I have read and agree to the [privacy policy](#), [cookie policy](#) and [terms of service](#).

I agree to receive notification and communication emails or SMSs from CUHK Research System. You may withdraw your consent at any time.

**Complete registration**

# Application Process - How to Apply

7. Click the “Start application” below the category of “Ideabooster Fund 2024-2025”

The screenshot shows the 'CUHK Research System' interface with a navigation bar containing 'CUHK Research System' and 'Apply'. Below the navigation bar, there are four application cards, each with a 'Start application' button. The third card, 'IdeaBooster Fund 2024-2025', is highlighted with a red rounded rectangle. A red square with the number '7' is positioned above this card. Below the cards, the text 'My applications' is visible.

Application Category	Action
Croucher Senior Medical Research Fellowships 2025-26	Start application
Croucher Senior Research Fellowships 2025-26	Start application
<b>IdeaBooster Fund 2024-2025</b>	<b>Start application</b>
2023-24_Research Assistant Professorship Scheme - 2nd round	Start application



# Evaluation Criteria

## HOW PROJECTS ARE EVALUATED

### Innovativeness, Creativity and Technology (40%)

- **New technologies**
- **New methodologies**
- **New concepts**

✓ scope and potential for impact through interdisciplinary knowledge

### Implementation Feasibility (25%)

- **Project feasibility**
- **Well-defined milestones**
- **Clear timeline**
- **Clear budget considerations**

### Potential for Impact (25%)

- **The project's potential to create a significant impact within and beyond the university**

✓ including environmental, social, cultural or economic perspectives

### Commercialization and Market Feasibility (10%)

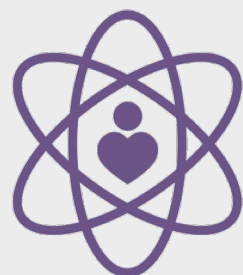
- **Commercial success**
- **Market demand**
- **Intellectual Property Strategies**
- **Attract further funding**
- **Industry collaboration**

# Evaluation Criteria (Con't)

## HOW PROJECTS ARE EVALUATED

### Innovativeness, Creativity and Technology (40%)

- Core knowledge
- Comparative Advantage



### Implementation Feasibility (25%)

- Milestones
- Resources (\$ and time)



### Potential for Impact (25%)

- Value Generation
- Social & Commercial



### Commercialization and Market Feasibility (10%)

- Continuity
- Market-fit





# Role of Vetting Committee

- **To examine individual project proposals**
- **To advise the management on the level of funding support**
- **To monitor funded projects**





# Committee Members

- **Selected TSSSU-team's PIs**
- **External Incubation Program Mentors & Representatives**
- **Business & Investment Advisors**



# Reporting Requirements

- **Bi-annual progress report(s)** should reach ORKTS on or **before the due dates** specified in the Project Profile
- **Final report**, with an **Income and Expenditure Statement (I&E)**, should be submitted to ORKTS within **TWO (2) months** from the project's end date
- ORKTS may request further materials for outcome sharing purposes. These materials could include, but are not limited to, posters and videos

# Timeline - Project Duration (12 months)



# Timeline - Project Duration (18 months)





**IdeaBooster Fund**

**Project Report**

# Report Template

**Project Information**

Project Code:

Project Title:

Project Leader:

Project Start Date:  Project End Date:

**Report**

Progress Report

Final Report

Reporting Period: **From**  **To**

1. Short summary of the project progress during the reporting period.

(Word limit: 1000)

2. Project changes

*(Inclusive of but not limited to project duration, project team, project design and implementation plan, milestones, and budget.)*

No.	Type	Details	Status
1	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Choose an item."/>
2	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Choose an item."/>
3	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Choose an item."/>

3. Milestones

*(Inclusive of those that lie within the reporting period only.)*

No.	From	To	Progress / Outcomes	Status
	<input type="text" value="Click or tap to enter a date."/>	<input type="text" value="Click or tap to enter a date."/>	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Choose an item."/>
	<input type="text" value="Click or tap to enter a date."/>	<input type="text" value="Click or tap to enter a date."/>	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Choose an item."/>
	<input type="text" value="Click or tap to enter a date."/>	<input type="text" value="Click or tap to enter a date."/>	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Choose an item."/>
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	<input type="text" value="Click or tap to enter a date."/>	<input type="text" value="Click or tap to enter a date."/>	<input type="text" value="Click or tap here to enter text."/>	<input type="text" value="Choose an item."/>



4. Difficulties faced during the reporting period and measures taken.

(Word limit: 400)

Click or tap here to enter text.

5. Publicity

I. Website(s) or related links created for the project

Click or tap here to enter text.

II. Publicity or media exposure, including print, online and electronic media.

(Please attached a set of print media if any.)

Click or tap here to enter text.

- The project team agrees that ORKTS places the web links on the ORKTS website for promotional purposes.

6. Budget

Approved Item	Details	Approved Amount (HK\$)	Actual Expenditure (HK\$)
<b>I. Manpower</b>			
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
<b>Sub-total</b>		Click or tap here to enter text.	Click or tap here to enter text.
<b>II. Other Direct Costs</b>			
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.
<b>Sub-total</b>		Click or tap here to enter text.	Click or tap here to enter text.
<b>Total (= I + II)</b>		Click or tap here to enter text.	Click or tap here to enter text.

*\*For Final Report, please attach the latest Income and Expenditure Statement generated from the CUSAP Finance System of the Finance Office.*

7. Supplementary Information (Optional)

Click or tap here to enter text.



**8. (For final report only) Sustainability**

Will the project, in its existing or another form, have potential partnership or adoption by public and private sectors, potential for public and wider engagement, commercial viability, etc. after the IdeaBooster funding period? Please elaborate the sustainability plan. *(Word limit: 1000)*

Click or tap here to enter text.

**9. Declaration**

The information provided above is correct to the best of my knowledge.

**Project Leader**

(Name in block): Click or tap here to enter text.

Signature: \_\_\_\_\_

Date: Click or tap to enter a date.

**Endorsed by**

Name of Head of Unit: Click or tap here to enter text.

Name of Faculty Dean\*<sup>1</sup>: Click or tap here to enter text.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: Click or tap to enter a date.

Date: Click or tap to enter a date.



# Contact and Support

**For General Enquiry**

 [vateam@cuhk.edu.hk](mailto:vateam@cuhk.edu.hk)

**Dr. Desmond CHENG**

 **3943 0810**

 [desmondcheng@cuhk.edu.hk](mailto:desmondcheng@cuhk.edu.hk)

**Ms. Hannah MAK**

 **3943 0431**

 [hannahmak@cuhk.edu.hk](mailto:hannahmak@cuhk.edu.hk)

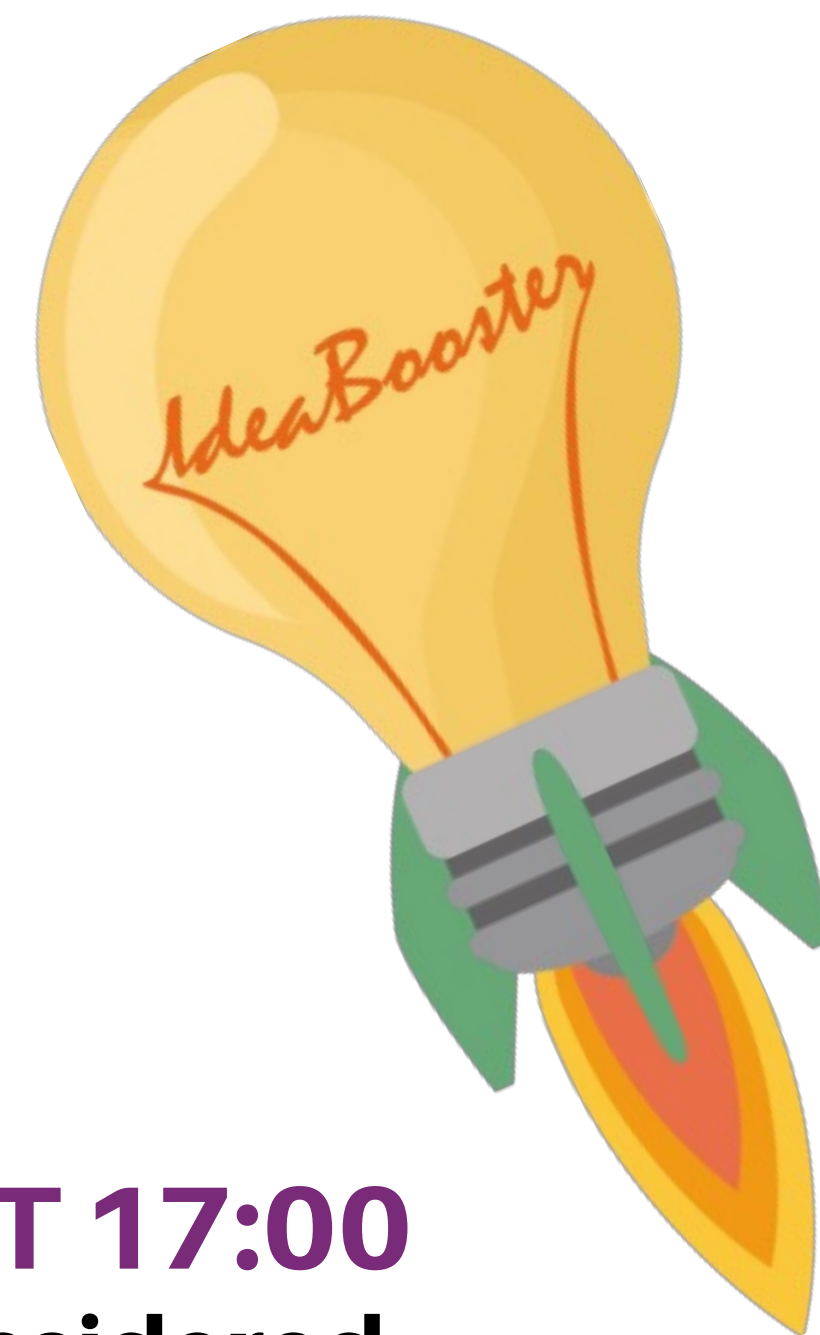
**Mr. Alan LO**

 **3943 0432**

 [alanlo@cuhk.edu.hk](mailto:alanlo@cuhk.edu.hk)



# Ready to Boost Your Idea?



**Application Deadline: 03 MAY 2024 (Fri) HKT 17:00**  
**\*Late and/or incomplete submissions will NOT be considered**



THANK YOU FOR JOINING

# IdeaBooster Fund 2024-2025

Briefing Session