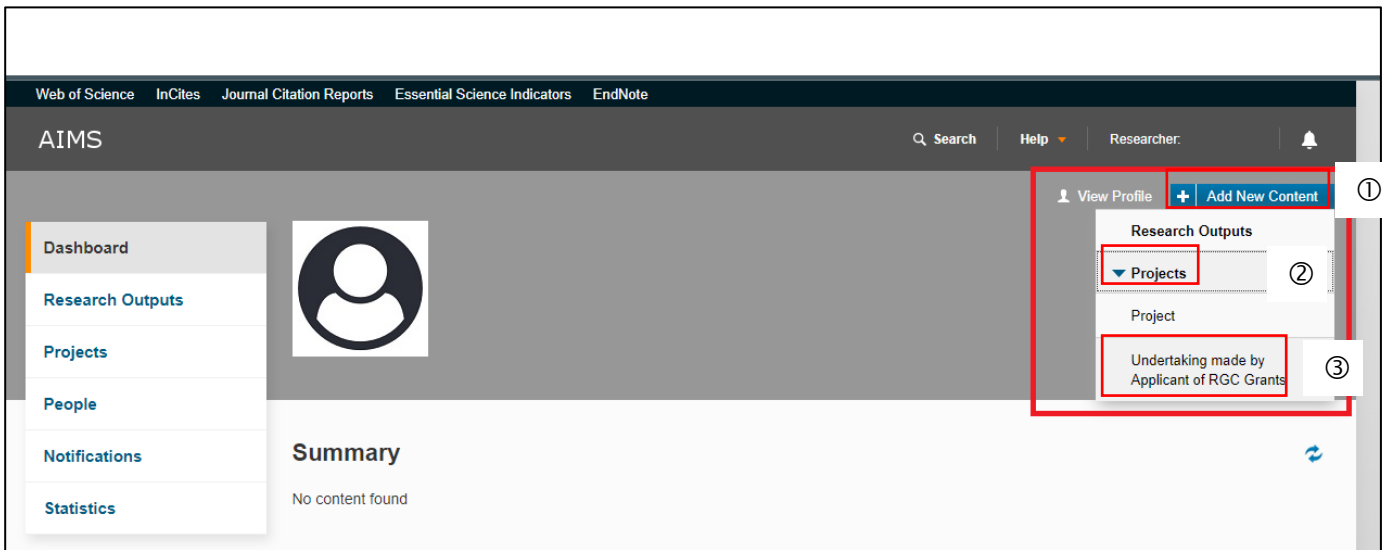


## Completing Undertaking Form for RGC Grant Applications on AIMS

Please log in to [AIMS](#), then create a new undertaking form by following the steps below:

1. Click “[① Add New Content](#)” > “[② Projects](#)” > “[③ Undertaking made by Applicant of RGC Grants](#)” at the top-right corner.



2. Please select funding scheme from the drop-down menu by clicking the button as shown below.

The screenshot shows the 'Undertaking made by Applicant of RGC Grants' form. The 'To:' field is filled with 'Secretary, Research Committee, c/o Office of Research and Knowledge Transfer Services'. The 'Re:' field is 'Application for'. The 'Name of Funding Scheme' field is empty, and a red arrow points to the search icon next to it. Below the search field is a grid of letters and numbers for selection. Below the grid is a search results list for 'All' with the following items:


- + ANR/RGC Joint Research Scheme (Research Grants Council (RGC)) (ANRUE)
- + Areas of Excellence (AoE) Scheme (Research Grants Council (RGC) (the sponsor was UGC and transfer to RGC since 6th round applications)) (AOEUE)
- + Collaborative Research Fund (CRF) (Research Grants Council (RGC)) (CRFOT)
- + Collaborative Research Fund (CRF) (Research Grants Council (RGC)) (CRFUE)
- + Early Career Scheme (ECS) (Research Grants Council (RGC)) (ECRUE)

3. Please input ① RGC reference no. (for CRF, GRF/ECS, HSSPFS and RIF application only), and ② project title. For ③ Exercise Year, please select from the drop-down menu. Please check ④ the box after reading the terms of undertaking. Then click “⑤ Submit”.

**Undertaking made by Applicant of RGC Grants**

Re : Application for

Name of Funding Scheme \*



RGC Reference No. (for CRF, GRF/ECS, HSSPFS and RIF only)

①

Exercise Year \* ③

Select Exercise Year

Project Title \* ②

④  I understand that I will have the funded project, if one is granted to me, withdrawn or transferred to an eligible co-investigator listed in my proposal (or if one is not yet listed, to another investigator so accepted by the University and the grant-awarding body), or terminated with due submission of reports required, as the case may be, if my current appointment ceases for whatever reason in CUHK thus rendering me ineligible to hold the relevant grant project.

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**Note:** For the avoidance of doubt, the above arrangement will not affect the right of a Principal Investigator to transfer his/her project to another institution when he/she takes up an appointment at another UGC-funded institution before the completion of a project, subject to the regulations and approval of the grant-awarding body concerned.

⑤

For enquiries, please contact Grants Teams of Office of Research and Knowledge Transfer Services (ORKTS) at [orkts\\_grants@cuhk.edu.hk](mailto:orkts_grants@cuhk.edu.hk).

Grants Team  
Office of Research and Knowledge Transfer Services

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