

## **The Hong Kong Society of Rheumatology Project Fund 2024-2025**

The Hong Kong Society of Rheumatology (HKSR) is inviting applications for awards with each Grant ceiling fund of HKD200,000 to support projects in rheumatology for the financial year of 2024-2025. Details of applications are listed below:

1. The primary objective of these Grants is to provide financial support to doctors, scientists and allied health professionals currently working in the area of rheumatology in order to promote rheumatology patient care, patient education and rheumatology research. Priority will be given to applicants who intend to develop special skills or novel therapeutic modalities in rheumatology in our locality.
2. Applicants will be short-listed by a Selection Panel appointed by the HKSR, based on working experience, academic merits, and the nature of the project. Short listed applicants may be required to attend an interview. HKSR encourages the participation of young trainees or fellows. Research projects with good potential will be considered despite applicants being new to research without previous experience.
3. The amount of Grants available is as follows:  
HKD100,000 – HKD200,000 per project  
Coverage: direct costs attributable to the research project will be covered by the Grant allocation. The costs of premises, salaries for established academic or service staff, or overhead charges will not be supported. Budget allocation should be stated in the application and will be subjected to review by the Selection Panel.
4. Applicants must be full time doctors, scientists, and allied health professionals (including nurses, occupational therapists, physiotherapists, dieticians) who are

involved in rheumatology service.

5. Summary of the project presented, *in BMJ house style*, of **not more than 250 words**

with the following headings: purpose, objectives/hypothesis, design and subjects, study instruments, interventions, main outcome measures and analysis. For more details, please refer to <https://authors.bmj.com/>

6. Written documentation of ethics approval, or the progress of application for such approval, must be submitted with the application form if applicable (e.g. clinical trial).

7. The expected starting date is counted as the date on which the institution first incurs staff or other costs, e.g. the date an individual directly supported by the Grant starts work. The completion date should be entered based on the proposed duration of the Grant. Grant period is calculated in the nearest month from the start date to end of project. A project is expected to start within 3 months after the approval of the Project Fund and be completed within a period of two years from the expected starting date. Grantees have to take initiatives to inform HKSR if there is any change of the starting and completion date. All granted projects would not have further installment if it could not be finished within two years.

8. Applicants must disclose offers of financial support from other sources, including those that are still under consideration. Applicants who have secured other sources of funding will not be considered for the Grant.

9. Grantees are required to submit a report each to the HKSR regarding their project within 2 months of completion. The Grantees will also be required to submit their paper to the International Conference of Chinese Rheumatologists (ICCR) of the HKSR for consideration of free paper presentation or Journal of Clinical Rheumatology and Immunology (JCRI). For projects that last for more than one

year, an interim report has to be submitted after one year.

10. Upon approval of the application, the Grant will be made in 3 installments: 40% of the granted fund upon received the notify from the Grantee to start of the project; 30% of the granted fund upon received of the interim report and the last installment of the remaining granted fund after the submission of the final report, with a ceiling amount as depicted in clause number 3. In general, the Grant will be deposited into the account of an institute. Request to direct payment of the Grant to personal account will not be entertained. Other payment method such as reimbursement is subjected to Council discretion.

11. For project termination or any change of principal investigator (PI) would require the HKSR council's acknowledgement and endorsement. HKSR has the right to ask the Grantees for the refund of previous installment payment if the granted project is unable to complete.

12. Every application must comprise two hard copies of the followings: -

The completed application form

- An abstract and the proposal of the project in not more than 1,500 words
- Estimated Budget allocation
- Ethics approval letter (if available)
- Letters from referees (if available)
- A brief curriculum vitae

13. Applications should be submitted **on or before 11 April 2025** to:

Dr. KWOK Yan Kitty

Hong Kong Society of Rheumatology

Unit C, 3/F, Worldwide Centre,

123 Tung Chau Street, Kowloon

A soft copy should be sent to the following email addresses concurrently:

[info@rheumatology.org.hk](mailto:info@rheumatology.org.hk) and [kittykwokyan@gmail.com](mailto:kittykwokyan@gmail.com).

## Application form

(Please print)

1. Name:

(First name) (Last name) (In Chinese) 2. Year of Birth:

3. Corresponding address:

4. Mobile phone number: Office telephone: 5. Email address:

6. Name and address of present employer:

7. Present and past job positions (in reverse chronological order, excluding internship):

Period	Position	Place of Work	Employer
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8. Member of professional bodies

☐ Yes ☐ No, If yes, the name of the professional body:

9. Training institute and name of supervisor / trainer:

10. Abstract and a brief description of the project (in less than 1,500 words, please submit a separate document to this application form)

11. Is ethics approval available?

☐ Yes

☐ No, will apply and submit the documents prior to the commencement of the project.

☐ No, not applicable. Reasons:

12. Expected start date: (dd/mm/yy)

13. Expected end date: (dd/mm/yy)

14. Do you apply or consider for any other sources of financial support for this training program?

☐ Yes ☐ No

If Yes, please give details.

Name of the supporting organization:

Nature of support:

Amount of funding applied

### 15. Declaration

I declare that all information provided in this Grant application is accurate and complete. I have read and agreed to the terms and conditions as mentioned in this application form. I shall respect the final decision of the HKSR.

### Applicant

Date: Signature:

Name:

### Head of Department

Date: Signature:

Institution: Name:

Department: