

THE HANG SENG UNIVERSITY OF HONG KONG

School of Business

The Research Institute for Business (RIB)

Guideline for the Seedcorn Funding Scheme

Overview

In-line with the SBUS's research agenda, the SRC and the Dean encourage significant academic research with industry impact. To better motivate colleagues to engage in research leading to publications in journals listed at UT Dallas Ranking (UTD), Financial Times 50 Ranking (FT50), and journals ranking at Grade A*, A under the framework of Australian Business Deans Council (ABDC) Journal Quality List, the SBUS (through RIB) has established a funding scheme to provide seedcorn money to support research initiatives.

Evaluation and Process

1. Each submission will be reviewed and judged on its merit via a committee of scholars and coordinated through RIB.
2. We aim to have an efficient process with a simple application procedure.
3. Successful applicants will be required to provide an annual progress update relating to the project. There is an expectation that the projects will be completed within two years from the funding acceptance date.
4. Past Performance of the Seedcorn projects will be considered for future applications.
5. The maximum number of ongoing projects for each academic staff as Principal Investigator funded by Seedcorn is **TWO**.

Expectation

The purpose of the scheme is to provide seedcorn funds for colleagues to conduct quality research projects. In return the School expects any **two** of the following:

- A paper to be submitted at an established international conference (must be one of the conferences approved by SBUS)
- A paper to be submitted for publication in journals listed at UT Dallas Ranking (UTD), Financial Times 50 Ranking (FT50), and journals ranking at Grade A*, A under the framework of Australian Business Deans Council (ABDC) Journal Quality List
- Leads to a successful RGC grant or sizable university level research award (HKD 200,000 or more)

Usage of Funding

1. The School will provide up to HKD30,000 per faculty member to support new research projects. Applicants are required to provide an outline of their research project along with targeted journals/conferences where the funded work will be submitted.
2. The policies and guidelines set out by the Finance Office must be followed for the procurement of approved items. Major items to support research include hiring research assistants, purchasing data including online survey costs, and conference attendance (must be one of the conferences approved by SBUS).
3. Normally, paper submission fees that are already supported by the University will not be supported under this scheme. All other expenses such as computer equipment, USB flash drives and journal subscriptions are not allowed.
4. For payments to research helpers, applicants should observe the following conditions:
 - Research helpers are preferably currently registered HSUHK students. For the recruitment of non-HSUHK students, faculty members MUST contact the Human Resources Office for initiating the recruitment and selection process.
 - Conditions of engagement as Research Helpers with University:
[Policy Guidelines and Procedures Governing the Appointment of Student Helpers](#)
(available at SAO's website)
5. Applicants should account for all the funding already spent with receipts and/or payment vouchers, which have to be submitted for reimbursement. The Finance Office reserves the right to recover from the applicant any funding which has been improperly spent.

Procedures

An application form should be downloaded from the RIB website. The PI should submit it to the DRC Chair. DRC Chairs should first check if the form is properly filled. Then DRC admin staff/Chair should forward the checked form to SRC Chair or his/her delegate.

The SRC Chair will begin the vetting procedure by inviting a departmental expert to rate the proposal. Then SRC Chair will serve as the second evaluator to determine the funding request outcome. If successful, the Associate Dean (Research) Office will assign a grant number to the proposal for future reimbursement and evaluation purposes.

Associate Dean (Research)

School of Business

The Hang Seng University of Hong Kong

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