

CYCU Regulations of Matching-Fund Subsidy for the Special Project of Career Development

Approved at the 972nd School Administration Council dated July 11, 2019

Amended at the 974th School Administration Council dated September 5, 2019

Article 1 To assist in implementing government-subsidized student career development related projects, matching fund may be applied in accordance with the "CYCU Regulations of Matching-Fund Subsidy for the Special Project of Career Development" (hereinafter referred to as the Regulations).

Article 2 The Regulations apply to special projects such as talent cultivation projects, career programs, internships, and occupational competency curriculum development, integration of learning and usage, at all levels in government-subsidized industries. If there is no provision for matching funds for the projects, no matching funds shall be applied for.

Article 3 The actual amount of the matching subsidy will be adjusted based on the University's overall budget for the current school year.

Article 4 Principles of Matching-Fund Subsidy

1. For projects subsidized by the Regulations, the principal investigator must be a full-time faculty member of the University.
2. The total matching funds of government subsidy special projects provided by the University shall be calculated and handled according to the proportion stipulated in each project. The matching funds will be adjusted according to the original funding ratio after approval by the government.
3. The matching amount of the Office of Career Development's subsidy shall be capped at one-half of the matching amount required for the project, and shall not exceed 20% of the approved fund for the project; the

remaining part shall be borne by the relevant fund provided by the executing unit or by its affiliated college. Funding support. If the total amount of the executing unit's current year on-campus budget and other funds (excluding fundraising funds, surplus fund of projects, and other surplus funds) is more than NT\$ 3 million, the executing unit's matching fund shall be used to cover three-quarters of the matching fund required for the project.

4. The matching funds are mainly used to cover business expenses. If there is still need for matching funds from the capital account, the relevant business host unit should be notified in advance to adjust the funds.

5. For special projects, if the matching subsidy ratio exceeds more than 20% of the approved funds for the project, or if the required matching funds exceed the budget of the Office of Career Development, the matching subsidy ratio shall be discussed at the Office Affairs Meeting of the Office of Career Development – the ratio shall be determined by the meeting resolution.

Article 5 Regarding the application for matching funds under the Regulations, when the application plan is issued, a duplicate of the application plan shall be sent to the Office of Career Development for notification. Application for funding should be submitted two months after the official plan approval document is issued, and subsidies will be provided according to the order of application – usage of the budget is based on the principle of exhaustion. The following documents shall be attached when applying for processing:

1. Official document of plan approval notice (with subsidy fund approval form attached).

2. Career development project plan-processing sheet.

3. Agreement on matching funding for career development special project plan.

4. Relevant documents or meeting minutes regarding the matching fund subsidy.

Article 6 The use and reimbursement of matching funds shall be handled in accordance with the relevant regulations of the Office of Accounting.

Article 7 For any project that uses the University's matching funds to finance the capital account, if any equipment is purchased, the ownership of the equipment shall belong to the University.

Article 8 The Regulations are approved by the School Administration Council, and shall be promulgated and enforced by the President. The same shall apply when the Regulations are amended.

中原大學職涯發展專案計畫配合款補助辦法

108.07.11第972次行政會議通過

108.09.05第974次行政會議修正

第一條 為協助執行政府補助學生職涯發展相關專案計畫之相關經費，得依「中原大學職涯發展專案計畫配合款補助辦法」(以下簡稱本辦法)申請配合款。

第二條 本辦法適用於政府補助產業各級人才培育計畫、就業學程、實習、職能發展課程、學用合一等專案之相關計畫，若未訂有配合款規定者，不得申請配合款。

第三條 配合款實際補助金額依當學年度本校預算整體調整。

第四條 配合款補助原則

一、本辦法補助之計畫，計畫主持人須為本校之專任教師。

二、政府補助專案計畫之學校總配合款，依各計畫規定之比例計算辦理，實際配合款依政府核定後照原經費比例調整。

三、職涯發展處補助之配合款以該計畫所需配合款之二分之一為上限，並且不得超過該計畫核定經費之百分之二十，其餘部分由執行單位或所屬學院之相關經費支應。若執行單位當年度校內預算及其他經費(扣除募款經費、計畫案結餘款及其他結餘款)之總金額為三百萬以上，其單位配合款須支付該計畫所需配合款之四分之三。

四、配合款以支應業務費為主，若尚需資本門之配合款，應先行告知相關業務承辦單位進行經費調整。

五、特殊性計畫案如配合款補助比例超過該計畫核定經費之百分之二十以上，或所需配合款超過職涯發展處預算者，須經職涯發展處處務會議討論後，依會議決議辦理。

第五條 本辦法之配合款申請作業，申請計畫發文時副本知會職涯發展處，並於計畫核定公文發文後兩個月提出申請，並依申請順序補助之，以預算用罄為原則。

申請時應檢附下列文件據以辦理：

一、計畫核定通知之公文(附補助經費核定表)。

- 二、職涯發展專案計畫處理單。
- 三、職涯發展專案計畫配合款同意書。
- 四、配合款補助之相關公文或會議紀錄。

第六條 配合款之使用與核銷等事宜，依會計室相關規定辦理。

第七條 凡使用學校配合款支應資本門之計畫，如有購置儀器設備，其所有權歸屬於學校所有。

第八條 本辦法經行政會議通過，報請校長公布施行，修正時亦同。