FAQ Sheet

1. Eligibility

Q Can affiliate faculty apply, or only full-time faculty/researchers?

A Full-time faculty or researchers at VinUni serve as PIs, while affiliate faculty may serve as Co-PIs. The PI holds primary responsibility for project leadership, research integrity, and grant management, ensuring the successful delivery of project outcomes.

While PIs must be from VinUni, Co-PIs or collaborators may be external experts who are well-established in their respective fields, with priority given to those from institutions that have an MoU with VinUni or who hold an affiliated appointment or Distinguished Professorship at VinUni.

Q What happens if a PI/Co-PI has a record of non-compliance or research integrity violations?

A Applicants with a history of incomplete projects, confirmed research misconduct, or violations of research integrity (with documented evidence) are not eligible to apply. In cases where integrity breaches are identified during or after project implementation, the grant will be terminated immediately, and the PI may be required to return all allocated funds and face disciplinary action in accordance with VinUni's Research Integrity Policy.

2. Project Duration

Q Can the project be extended?   **A** No extension allowed; duration fixed at 12–24 months.

3. Research Fields

Q Which research fields are eligible for submission under the AREP-25 Program?

A The program welcomes proposals from all major academic disciplines, including but not limited to: (1) Engineering and Technology; (2) Life Science and Medicine; (3) Social Sciences and Management; (4) Natural Sciences; (5) Arts and Humanities. Projects should demonstrate clear contribution to and alignment with the research domains categorized by QS to strengthen VinUni's research excellence and global ranking performance.

Interdisciplinary and cross-cutting research initiatives that bridge multiple QS domains including Sustainability are highly encouraged.
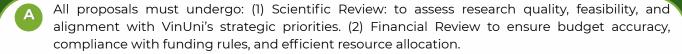
4. Publication Quality

Q Are only Q1 journals accepted? Will a reference list be provided?

A Priority is given to publications in Q1 SCOPUS/WoS journals; Top-tier AI (e.g., NeurIPS, ICML, ICLR, CVPR, ACL, EMNLP); Top-tier in Health and Medical Sciences; Nature-indexed Journals.

5. Article Processing Charge (APC)

Q Is there a limit on the APC that can be covered by the grant?

A There is no fixed limit on APC support; however, publications must not appear in journals or publishers listed on:
1. https://www.predatoryjournals.org/
2. https://beallslist.net/
Only peer-reviewed/reputable SCOPUS/WoS journals are eligible for APC funding. If a paper is retracted or the journal/publisher is listed as predatory, the PI will be required to reimburse the publication-related expenses to VinUni.

6. Review and Approval Requirements

Q What reviews and approvals are required before a project can start?

A All proposals must undergo: (1) Scientific Review: to assess research quality, feasibility, and alignment with VinUni's strategic priorities. (2) Financial Review to ensure budget accuracy, compliance with funding rules, and efficient resource allocation.

Any project involving human participants, animal subjects, or sensitive data must obtain prior approval from the RAC and IRB committee. No project may commence until all required reviews and approvals have been formally completed and documented.
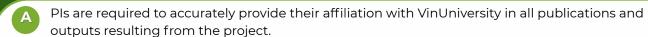
7. Progress Reports

Q What are the requirements for project progress reporting?

A PIs/Co-PIs are required to submit a progress report every six (6) months. The project may be subject to audit or review at any time upon request from Provost/RAC/RMO/FIN.

8. Affiliation and Authorship

Q What are the requirements regarding affiliation and authorship in publications?

A PIs are required to accurately provide their affiliation with VinUniversity in all publications and outputs resulting from the project.

The affiliation format must comply with the target journal or publisher's style guidelines and should typically follow this structure:
> *[College/Center], VinUniversity*
> *Address: Vinhomes Ocean Park, Gia Lam, Hanoi, Vietnam*
> *Email Address: VinUni's email address*
> *Postal code: 100000*

For any publication arising from the project, VinUniversity must be listed as the primary or corresponding affiliation of the first/lead or corresponding author.

9. Talent Development

Q Does the project need to include student involvement?

A Yes. The project is expected to support the training and development of VinUni undergraduate and/or postgraduate students. Students may participate as research assistants, interns, or thesis students, contributing to both research execution and learning outcomes.

10. Intellectual Property (IP) Registration

Q Are intellectual property (IP) registrations considered as valid project outcomes? Who holds ownership of these rights?

A Yes. The following categories of IP are recognized as eligible project deliverables:
1. Copyright and related rights;
2. Rights to plant varieties;
3. Industrial designs or trademarks;
4. Know-how and trade secrets such as validated clinical protocols, laboratory methods, or manufacturing processes.

All IP generated from the project must be owned or co-owned by VinUni. Ownership arrangements will be determined based on each project's contribution and in accordance with VinUni's IP Policy.

11. Project Overlap

Q Can I submit a proposal that overlaps with another project or application under other funding programs?

A No. Proposals with duplicated or overlapping content with other ongoing or submitted projects (internal or external) are not eligible for funding under this program.

12. Previous Project Performance

Q If I have been evaluated as underperforming, am I eligible to apply for this program as the PI?

A Applicants with a record of underperformance in previous internal or external grants are not eligible to apply until all pending deliverables are submitted and approved.

Applicants are required to provide a complete list of all past and ongoing projects in the last 3 years in which they serve as PI or Co-PI, along with committed and achieved outcomes. Final eligibility confirmation is subject to review and approval by the RAC

13. Procurement

Q Is the procurement of equipment, tools or software allowed under this program?

A Yes, funds under this program may be used to procure equipment, tools, and software. Project teams should first verify the availability of required resources through the library and existing facilities before making any purchase. It is recommended that this verification be included in the budget justification.

14. Overhead & Administrative Costs

Q Does this program allow overhead costs?

A No, overhead or indirect costs are not allowed under this program. However, up to 5% of the total budget may be allocated for administrative or secretarial support (service contract) directly related to project coordination and management.

15. Travel

Q Can project funds be used for travel or conference participation?

A Yes, but travel and conference expenses must not exceed 15% of the total budget. Funding is limited to participation in top-tier conferences in the relevant field, as approved by the Dean and Provost.

16. Policies and Compliance

Q Which institutional policies and guidelines must PIs and project teams follow?

A All members of research projects must comply with VinUni's official policies and procedures, including but not limited to:

1. VinUni's Research Policies: https://policy.vinuni.edu.vn/research/
2. VinUni's financial management guidelines: https://policy.vinuni.edu.vn/financial-management/
3. VinUni Research Integrity: https://policy.vinuni.edu.vn/all-policies/research-integrity-policy/
4. Compliance: https://policy.vinuni.edu.vn/all-policies/