EMI / ESP Shared Teaching Material Development Grant Guidelines

Purpose

To promote English as a Medium of Instruction (EMI) and English for Specific Purposes (ESP) teaching in universities and colleges, enhance students' professional English learning abilities, and facilitate the sharing of teaching resources and improvement of teaching quality. These guidelines are established to encourage faculty to develop EMI/ESP materials and create a mechanism for resource sharing.

Eligibility

Full-time faculty members (including project-based faculty) from universities and colleges nationwide. Priority will be given to those with experience teaching EMI or ESP courses.

Grant Items

This grant supports teaching material development projects, including but not limited to the following types:

- **EMI course materials** (designed for specific academic and professional fields)
- **ESP course materials** (designed for field-specific English proficiency, such as English for Engineering, Business, or Medicine)
- **Teaching guides** or **learner guides**
- **Multimedia materials** (such as video tutorials, interactive materials, or digital learning modules)
- **Assessment tools** and **learning outcome evaluation mechanisms**

Grant Method

- The grant amount for each project is generally between NT50,000 and NT200,000, determined based on the content and scope of the

proposal.

- The grant can be used for necessary expenses such as material design, writing, editing, language polishing, multimedia production, testing, revision, and platform development.
- Projects must be completed and reviewed within the grant period.
- Click here to download the budget form

Project Period

Please follow the schedule announced on the Center's website.

Application Method

Applications may be submitted by individual faculty members or teaching teams. The application must include a project proposal (with objectives, content structure, timeline, expected outcomes, budget plan, etc.). Each faculty member may apply for a maximum of one project and must provide a contact person.

- Click here to download the application form
- Click here to submit the application

Project Review

The project review committee, organized by the Center, will conduct a written review upon receiving the applications. The committee will consist of two to three on-campus and off-campus faculty members appointed by the Center. Applicants may be asked to provide supplementary information if necessary. After the review is complete, the project lead will be notified of the results and the grant amount via email.

Material Output and Sharing

Upon completion of the grant project, the full material output must be provided, and the host institution must be authorized to share it for promotion on the NTUST EMI Teaching and Learning Center's course platform (techemi.ntust.edu.tw).

- The material content must comply with intellectual property and copyright regulations. If it contains the work of others, legal authorization must be obtained.
- Project applicants must submit a digital copy of the final report (click here to download the report format) and any other relevant materials within two weeks after the grant period ends.

Grant Funding and Reimbursement

- The grant amount for activities is generally between NT50,000 and NT200,000, with funds limited to operating expenses to support the community's operations and activities. The funding source is the "National Taiwan University of Science and Technology EMI Teaching and Learning Center" project. Relevant reimbursement items will be processed in accordance with the "Ministry of Education Subsidized and Commissioned Project Budgeting Standard Table."
- The approved grant amount is based on the content planned in the project proposal. All expenses will be reimbursed by the Center. If funds are not utilized as scheduled, the Center will reclaim the remaining balance.
- Allowable expense categories include: consultation fees (NTUST faculty are not eligible for this item), material printing fees, transportation fees, meal fees, student labor fees, course video production fees, miscellaneous expenses, etc.

Notes

- Awarded faculty members must adhere to academic and professional ethics and not engage in any actions that violate intellectual property rights or personal data protection laws.
- The Center will select and place high-quality material development outcomes on its website after prior communication with the faculty member. The Center may also promote related community operation materials for non-profit or teaching development purposes to be shared with faculty at other universities and colleges.