

National Yang Ming Chiao Tung University Funding and Expenditure Standards for the Implementation of Businesses and Activities

Approved at the first endowment fund management committee meeting during the 2021–2022 academic year on October 12, 2021

Amended and approved at the fourth endowment fund management committee meeting during the 2021–2022 academic year on May 17, 2022

Amended and approved at the fourth endowment fund management committee meeting during the 2023–2024 academic year on July 2, 2024

1. To improve financial management and budget implementation flexibility, National Yang Ming Chiao Tung University Funding and Expenditure Standards for the Implementation of Businesses and Activities (hereinafter referred to as the “Standards”) have been established according to Article 4 of the University’s Guidelines for the Management of Self-Raised Funds and Expenditures.
2. Unless stipulated by law, the University’s other regulations, or subsidization (commissioned) units’ regulations, funding of various businesses and activities conducted by the University shall be handled in accordance with the Standards.
3. The funding and expenditure standards for implementing various businesses and activities are further described as follows:

Item	Standards	Source of funding	Notes
(1) Meal missing allowances for internal meetings and activities	<ol style="list-style-type: none">1. At most NTD180 is provided for each meal per person.2. For individuals whose expenses are covered by self-raised funds, any amount that exceeds the aforesaid limit must be signed and approved by relevant supervisors.	Various incomes	No funding shall be offered before the meal time.
(2) Snacks	<ol style="list-style-type: none">1. In principle, snacks and fruits are not provided for all types of meetings.2. If experts, scholars, foreign guests, or individuals of special status from other institutions	Various incomes	Funding and expenditures shall be handled in accordance with provisions stipulated in the Ministry of

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	are invited to attend meetings or other events, each unit may provide snacks worth at most NTD120 for each person when needed.		Education's Tai-Ren-(2)-Zi No 090033823 (March 16,2009).
(3) Catering expenses for the year-end expanded work review meeting	At most NTD1,500 is offered for each meal per person.	Self-raised incomes	Once per year in principle.
(4) Catering expenses for inviting guests from other institutions due to teaching, research, and business needs	<ol style="list-style-type: none"> 1. In principle, each person receives an allowance of NTD1,500 per meal. Under special circumstances, the allowance may be increased to at most NTD2,000 for each meal per person. 2. For international guests, at most NTD3,000 is provided for each meal per person. 3. Any amount that exceeds the aforesaid limits must be signed and approved by relevant supervisors. 	Self-raised incomes	
(5) Catering expenses for activities related to international students due to teaching, research, and business needs	<ol style="list-style-type: none"> 1. At most NTD1,500 is offered for each meal per person. 2. Any amount that exceeds the aforesaid limit must be signed and approved by relevant supervisors. 	Various incomes	
(6) Lottery prizes for the social gatherings of international students or lunar Chinese year gathering of alumni due to teaching, research, and business	Any amount provided by administrative units or departments of teaching units shall not exceed NTD3,000 per event.	Self-raised incomes	

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needs			
(7) Souvenirs for the promotion of teaching, research, and business activities and gifts for foreign guests in accordance with international etiquette	<ol style="list-style-type: none"> 1. In principle, the production of all souvenirs shall be overseen by the University. 2. At most NTD500 is provided for producing each unit of souvenir with departmental characteristics or for purchasing each unit of souvenir by a department. 3. Any amount that exceeds the aforesaid limit because of special circumstances must be signed and approved by relevant supervisors. 	Self-raised incomes	
(8) Host, introduction, consulting, counseling, and guidance expenses for various conferences, seminars, or academic research due to teaching, research, and business needs	<ol style="list-style-type: none"> 1. At most NTD2,500 is offered for each event per person. 2. Any amount that is provided by self-raised incomes and exceeds the aforesaid limit must be signed and approved by relevant supervisors. 	Various incomes	Funds are allocated according to the attendance fees payment standards.
(9) Expenses for the assessment of project implementation and goal achievement due to teaching, research, and business needs	<ol style="list-style-type: none"> 1. At most NTD6,000 is offered for each assessment session per person; for each half-day session, at most NTD4,000 is offered per person. 2. Any amount that is provided by self-raised incomes and exceeds the aforesaid limit must be signed and approved by relevant supervisors. 	Various incomes	Individuals who have received an assessment fee shall not receive an additional fee for reviewing written materials.

4. The Standards and any amendments thereof shall be implemented following approval from the endowment fund management committee.