Notes for Small Usage Applicant

1. Please read the "Guide and Conditions for Applicants of the AISS" (the "Guide") (available at the AISS website: https://aisc.cyberport.hk/aiss) carefully before completing this application form.

2. This application form is available in English only. Please complete the form and submit all supporting documents in English unless specified otherwise in the application form. The completed form should be duly signed by an authorised representative of the applicant. All information provided should be concise.

3. Information provided in this form will be used for processing the application and for related purposes. Such information may be disclosed to the Government or third parties if such disclosure is necessary for the purpose of processing the application and related purposes. You have the rights to access or correct your personal data provided in this form. If you wish to exercise such rights, please contact Hong Kong Cyberport Management Company Limited ("HKCMCL").

4. Please note that the information of this application form may be made available for public information after funding approval is given.

5. Checklist of required documents [total file size should be less than **20MB**]
   ☐ Soft copy of this Application Form [in both MS Word and PDF (signed with company/organisation chop)]
   ☐ Copy of Certificate of Incorporation and Business Registration, or equivalent as proof of the entity [in PDF]
   ☐ Shareholding structure of the company, if applicable [in PDF]
   ☐ Track Record of computing power usage and the team, if applicable [in PDF]
   ☐ Other supporting/ reference document(s), if applicable [in PDF]

6. The completed application form and supporting documents should be submitted to HKCMCL by email to aiss_application@cyberport.hk. Submission by other means, including but not limited to post, will not be accepted.

7. Enquiries concerning the personal data collected by means of the application form, or in connection with the application, including the making of access and corrections, should be made in accordance with the "Personal Information Collection Statement" as shown in the Privacy Policy Statement on the AISS website.

8. This form is divided into the following sections:

Part A	Applicant Information
Part B	Project Details
Part C	Attachment List
Part D	Declaration

9. The applicant should fill in this form and provide all necessary information with the consent of all parties concerned.

<table>
<tr><td>(Official Use Only)</td></tr>
<tr><td>Date of Receipt: _____</td></tr>
<tr><td>Reference No.: _____</td></tr>
</table>

Artificial Intelligence Subsidy Scheme ("AISS")

Small Usage Application Form

Part A - Applicant Information

Category [1]	☐Local institutions ☐R&D centres ☐Government bureaux and departments ☐AI start-ups ☐Strategic enterprises
Entity Name	(Eng)
	(Chi)
Address	(Eng)
	(Chi)
Total Number of Employees in Hong Kong	
Number of R&D Employees in Hong Kong	
Key Contact Person	
Name	(Eng)
	(Chi)
Title	(Eng)
	(Chi)
Department	(Eng)
	(Chi)
Contact No.	
Contact Email	

Part B – Project Details

For each project, please provide detailed information as below:

[Please provide Supplemental Information as attached in Annex A if more than ONE project will be submitted by the Applicant]

Project 1

Project Title	(Eng)
	(Chi)
Project Objectives and Summary (in about 250 words in English and 400 characters in Chinese)	(Eng)
	(Chi)

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[1] Please refer to the definitions as set out on the website at https://aisc.cyberport.hk/aiss or the prevailing Guides and Conditions for Applicants of the AISS.

Preferred Start Date for the Consumption of Computing Power (dd/mm/yyyy)	
Computing Power Required (please check the appropriate checkbox)	☐ 1 GPU core ☐ 2 GPU cores ☐ 4 GPU cores ☐ 1 GPU card (i.e. 8 GPU cores)
Consumption Period (please indicate in one full unit)	[_____] Month(s) (max. 12 months)
Technology Area	☐Automotive Systems ☐Biotechnology ☐Computer Science ☐Electronics ☐Energy ☐Environmental Protection ☐Information and Communication Technologies ☐Logistics and Supply Chain Management ☐Mechanical Systems and Manufacturing Technology ☐Microelectronics ☐Nanotechnology and Materials Science ☐Robotics ☐Testing and Certification ☐Textiles/Clothing/Footwear ☐Quantum Technology ☐Others (please specify): _____
Industry Sector	☐Banking/ Financial Market/ Fund Management/ Insurance ☐Biotechnology ☐Construction ☐Electrical and Electronics ☐Energy ☐Environmental ☐Food and Beverage ☐General (Cross Sectors) ☐Import and Export Trade ☐Information Technology ☐Logistics and Communication Technologies ☐Manufacturing Engineering ☐Materials ☐Medical Equipment ☐Precision Engineering ☐Printing and Publishing ☐Professional Services ☐Real Estate/ Property Management

	□Telecommunications □Testing and Certification □Textiles/Clothing/Footwear □Tourism □Transportation □Wholesale and Retail □Others (please specify): _____
Number of R&D Employees Involved in this Project [2]	[____] local R&D employee(s) [____] non-local R&D employee(s)
Technical team composition, background & relevant experience	
Project Deliverables (e.g. new product, new service, research results, etc.)	
Expected Outcome(s) (if any)	[____] Patent(s) Details: _____ [____] Publication(s) Details:_____ [____] Award(s) Details: _____
R&D Details (e.g. model complexity, dataset size, batch size, precision requirements, model training vs inferencing, etc.)	
Contribution to I&T and AI Development (e.g. new methodology, strategic objective, etc.)	
Contribution to Technological, Social or Economic Growth of the Hong Kong I&T and AI Sectors (if any) (e.g. addressing key challenges in Hong Kong, new market opportunities, etc.)	
Partnership (if any) (e.g. collaboration with enterprises, Government, universities, startups, etc.)	

1. Is this project a re-submission of a previously rejected or withdrawn project application for the AISS?

    □Yes (Please state the reference number of the previous application and highlight if there are any differences between this project application and the previous one.)

    _____

    _____

    □ No

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[2] Including R&D employees from local, Mainland and/or overseas.

Part C – Attachment List

Please provide the following information in separate PDF attachments saved in corresponding file names as indicated below:

	Attachment	Description	Type	File Name
1	Copy of Certificate of Incorporation and Business Registration, or equivalent as proof of the entity		Mandatory[3]	Appendix A
2	Shareholding structure of the company		If applicable	Appendix B
3	Track records of computing power usage and the team	i. Track record of computing power usage by the team or the project, if any; ii. Track record of the team in terms of market reputation, academic influence, or other relevant attributes, if any; iii. Significant publications, product catalogues, awards, or recognitions that demonstrate the team's achievements and credibility, if any	If applicable	Appendix C
4	Start-up document(s) proof of the followings, if any: (1) incubatee and alumnus of Cyberport/Hong Kong Science and Technology Parks Corporation (2) grantee of the Technology Start-ups Support Scheme for Universities (3) grantee of Research, Academic and Industry Sectors One-plus Scheme		If applicable	Appendix D
5	Other supporting/ reference document(s), please specify:		If applicable	Appendix E

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[3] It is mandatory to provide such information except for Government bureaux and departments.

AISS Small Usage Application Form (v1/2026)

Part D – Declaration

I, on behalf of, _____, declare that –

(Name of Applicant)

(a)   the applicant has carefully read and fully understands the Guide and Conditions for Applicants of the Artificial Intelligence Subsidy Scheme (the Guide) and all explanatory notes as set out in this form;

(b)   all the information provided in this form as well as the accompanying information is true, complete and accurate and reflect the status of affairs as at the date of submission. The applicant undertakes to inform HKCMCL immediately if there are any subsequent changes to the above information (in particular, subsequent approval of funds by other government funding sources after this application is submitted). In the event that any information is found untrue, incomplete or inaccurate in future, HKCMCL reserves the right to revoke its approval of any application, withdraw any subsidy approved, request for refund to the Government of subsidy already granted, and subject the case to legal proceedings;

(c)   the applicant has obtained consent from all relevant persons/entities for the disclosure, use and further disclosure by the Government of their information/personal data, all information provided in this form as well as the accompanying information will be used and/or disclosed by HKCMCL to relevant parties to process the application, to conduct research and survey, and if the application is successful, to monitor the project, to exercise its rights and powers in relation to the project, and for other related purposes;

(d)   the applicant has not applied for or accepted and will not apply for or accept any additional subsidy, incentive, payment, reimbursement or indemnity for the same scope of the project or its related subject matter from other Government subsidy schemes. The applicant has checked with the funders on its approved/current/potential applications to other Government subsidy schemes and confirmed that there is no conflict with its AISS application, if applicable;

(e)   the applicant will not disclose the Confidential Information to any third party (including any partner, employee, agent or representative) except to those directors, employees, agents and advisors of the Applicant who need to have access of the Confidential Information in connection with its preparation and submission of reports and application forms to HKCMCL in relation to the AISS or to the Government if such disclosure is necessary for the relevant funding application(s), or to any regulator, law enforcement agency or other third party if it is required to do so by law, regulation or similar authority. Confidential Information means all information regardless of the medium in which they are stored (written, oral, visual or electronic, and whether or not marked or described as "confidential") directly or indirectly disclosed or furnished by or on behalf of HKCMCL to the Applicant including but not limited to the amount of computing power, level of subsidy and duration to be granted as well as contents of the proposed terms of service in relation to the AISS, should the application is deemed successful. Upon reasonable request by HKCMCL, the applicant shall return to HKCMCL all documents, records and materials containing any Confidential Information that have been disclosed or furnished to the applicant, accompanied by any copies thereof created by the applicant. Whether or not the applicant accepts the proposed terms of services in relation to the AISS and/or enters into an agreement with HKCMCL, the aforesaid non-disclosure obligation shall continue until three (3) years following the date of disclosure of such item of Confidential Information to the applicant; and

(f)   the applicant shall conform in all respects with all legislation (including without limitation the Law of the People's Republic of China on Safeguarding National Security in the Hong Kong Special Administrative Region), regulations and by-laws of the Hong Kong Special Administrative Region in carrying out the project.

Signature of the authorised representative of the applicant	_____	
Name of signatory	_____	- Chop -
Post title	_____	
Date	_____	

Supplemental Information

Project [_]

Project Title	(Eng)
	(Chi)
Project Objectives and Summary (in about 250 words in English and 400 characters in Chinese)	(Eng)
	(Chi)
Preferred Start Date for the Consumption of Computing Power (dd/mm/yyyy)	
Computing Power Required (please check the appropriate checkbox)	☐ 1 GPU core ☐ 2 GPU cores ☐ 4 GPU cores ☐ 1 GPU card (i.e. 8 GPU cores)
Consumption Period (please indicate in one full unit)	[____] Month(s) (max. 12 months)
Technology Area	☐Automotive Systems ☐Biotechnology ☐Computer Science ☐Electronics ☐Energy ☐Environmental Protection ☐Information and Communication Technologies ☐Logistics and Supply Chain Management ☐Mechanical Systems and Manufacturing Technology ☐Microelectronics ☐Nanotechnology and Materials Science ☐Robotics ☐Testing and Certification ☐Textiles/Clothing/Footwear ☐Quantum Technology ☐Others (please specify): _____
Industry Sector	☐Banking/ Financial Market/ Fund Management/ Insurance ☐Biotechnology ☐Construction ☐Electrical and Electronics

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	☐Energy ☐Environmental ☐Food and Beverage ☐General (Cross Sectors) ☐Import and Export Trade ☐Information Technology ☐Logistics and Communication Technologies ☐Manufacturing Engineering ☐Materials ☐Medical Equipment ☐Precision Engineering ☐Printing and Publishing ☐Professional Services ☐Real Estate/ Property Management ☐Telecommunications ☐Testing and Certification ☐Textiles/Clothing/Footwear ☐Tourism ☐Transportation ☐Wholesale and Retail ☐Others (please specify): _____
Number of R&D Employees Involved in this Project [4]	[_____] local R&D employee(s) [_____] non-local R&D employee(s)
Technical team composition, background & relevant experience	
Project Deliverables (e.g. new product, new service, research results, etc.)	
Expected Outcome(s) (if any)	[_____] Patent(s) Details: _____ [_____] Publication(s) Details:_____ [_____] Award(s) Details: _____
R&D Details (e.g. model complexity, dataset size, batch size, precision requirements, model training vs inferencing, etc.)	
Contribution to I&T and AI Development (e.g. new methodology, strategic objective, etc.)	
Contribution to Technological, Social or Economic Growth of the Hong Kong I&T and AI Sectors (if any) (e.g. addressing key challenges in Hong Kong, new market opportunities, etc.)	

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[4] Including R&D employees from local, Mainland and/or overseas.

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Partnership (if any) (e.g. collaboration with enterprises, Government, universities, startups, etc.)	

1. Is this project a re-submission of a previously rejected or withdrawn project application for the AISS?

   ☐Yes (Please state the reference number of the previous application and highlight if there are any differences between this project application and the previous one.)

   _____

   _____

   ☐ No

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