**Appendix 1**

**Application Guidelines and Procedures**

1. Three types of applications are available.
2. **Stand-alone survey**

Fund from the applicant: > 1 million CNY

The applicant will discuss with the CFPS team regarding content and format of the stand-alone survey, as well as the data access.

1. **Special module**

Fund from the applicant: 0.5-1 million CNY

The new module should consist of no more than 30 questions. The applicant will have data protection period specified in the contract.

1. **Collaborative design**

Fund from the applicant: 0.1-0.49 million CNY

The applicant should propose no more than 10 new questions. The data will be part of the public-released data set. The applicant team will be able to use a test version of the newly added items before the formal release.

1. There are no restrictions regarding the research topics of new survey items, but proposed items will be evaluated based on their scientific values and the fitness with the main survey.
2. The applicants are responsible for the extra cost of the added items/modules. The cost is related to the number of items, sample sizes and the field challenges with the survey content.
3. Added items/modules are evaluated for each wave. Accepted modules from previous waves are not carried forward to the next wave. A new application must be submitted for each wave.
4. The proposals will be evaluated by an expert committee. Once accepted, the CFPS team has the right to use the proposed items. The applicant should ensure that there is no problem with the copyright of the proposed items. The CFPS team reserves the right of final decision regarding the proposed survey items.
5. Data from the added items/modules will be part of the CFPS data, and will be processed following the basic guidelines of the Institute of Social Science Survey, Peking University. Data access for the “Stand-alone survey” and “Special module” will be negotiated by both parties.
6. Application procedures
7. **Submission of the Application Form and the CV**

Every applicant should submit the application form (see Appendix 2) and CV to the CFPS project office by **Jul. 15th, 2023.**

Applicants should describe the motivation, academic values, existing research, and their planned research. A description of how the added items/modules are related to the past and current waves of the CFPS should be included.

We recommend that applicants provide specific questions and response options for the added items/modules. If the proposed items/modules are not designed by the applicant, a reference to the original source should be provided. If the questions are adapted from international surveys, an English version of the original items should be provided. Any copyright issue should be clearly declared.

We also recommend that applicants briefly describe the budget and funding source for the added items.

The CV should include the applicant’s education background, work experience, and published research work related to the proposed topic in the past five years.

1. **Initial Screening**

The CFPS project team will complete an initial screening of all applications by Sep. 15th, 2023. Applicants will be notified of the screening results via emails.

1. **Group Review**

The CFPS expert committee will review the applications that pass the initial screening. Eligible applicants may be invited to further elaborate their research plans in a committee meeting. Review results will be sent via emails.

1. **Signing Agreement**

Applicants who pass the review should confirm the budget with the CFPS project team and sign a contract within 15 days upon receiving the review approval. Applicants should pay all extra costs of added items/modules.

1. **Finalizing Questionnaire Design**

The applicants will work with the CFPS team to finalize the questionnaire design for the added items.