

Application Procedures for Grants-in-Aid for Scientific Research-KAKENHI-

FY2013

Research Activity Start-up

March 1, 2013

Japan Society for the Promotion of Science (http://www.jsps.go.jp/)

Introduction

The current round of call for proposals lists the necessary procedures and other matters for the Details of the Call for Proposals or Application of the Grants-in-Aid for Scientific Research-KAKENHI- for FY2013 "Research Activity Start-up"

It consists of:

- I Outline of the Grants-in-Aid for Scientific Research
- **I** Details of the Call for Proposals
- **III** Instructions & Procedures for those Intending to Apply
- **IV** Instructions & Procedures for those Who Have Already Been Accepted
- V Instructions & Procedures for Staff of the Research Institution

Among these, are listed in the "I Details of the Call for Proposals": Eligible Candidates for the Research Categories for which a Call for Proposals is Organized; Total budget provided and Research period and other matters; and Schedule from Application to Receipt of Funding and other issues.

In addition, in "III Instructions & Procedures for those Intending to Apply", "IV Instructions & Procedures for those Who Have Already Been Accepted" and "V Instructions & Procedures for Staff of the Research Institution" are listed: "Conditions for Applying", "Necessary Procedures", and other matters, for those who are eligible to apply. Individuals to whom it may concern are requested to make sure that they verify the relevant parts of the text.

Moreover, the major changes for FY2013 are as follows.

<The major changes for FY2013>

• The "List of Categories, Areas, Disciplines and Research Fields" has been revised.

Since FY2003 major revisions have been made to the "List of Categories, Areas, Disciplines and Research Fields".

When making these revisions, deliberations were conducted at the Research Grant Screening Section of the Section Meeting for Science of the Academic Deliberation Council for Science and Technology of the Ministry of Education, Culture, Sports, Science and Technology (MEXT), and based on these deliberations, decisions concerning the revisions were made.

Table of Contents

I. Outline of the Grants-in-Aid for Scientific Research - KAKENHI1

- 1. Purpose and Character of Grants-in-Aid for Scientific Research KAKENHI
- 2. On the Establishment of a Fund System for the KAKENHI
- 3. Research Categories
- 4. The Relationship between MEXT and JSPS
- 5. Rules Relating to KAKENHI
- 6. Guidelines on the Proper Implementation of Competitive Funding
 - (1) Eliminate Unreasonable Reduplication and Excessive Concentration
 - (2) Dealing with Fraudulent Use, Fraudulently Received Grants or Fraudulent Acts Committed During the Research
- 7. On the Promotion of the 'Dialogue on Science and Technology with Citizens' (A Basic Course of Action)
- 8. Cooperation with the National Bioscience Database Center

II. Details of the Call for Proposals16

- 1. Research Categories for which a Call for Proposals is Organized
- 2. Schedule from Application to Receipt of Funding
 - (1)Procedures that need to be completed prior to the deadline for the submission of the application documents
 - (2) Schedule after the Submission of the Application Documents (plan)

III. Instructions & Procedures for those Intending to Apply19

- 1. Procedures to be Completed Prior to the Application
 - (1) Verification of the Eligibility to Apply
 - (2) Verification of the Registration of the Researcher Information in e-Rad
 - (3) Obtaining an ID and a Password to Use the Electronic Application System
- 2. Verification of the Restrictions on Duplication
 - (1) Restrictions on Duplication in the Basic Policy
 - (2) Restrictions on Duplicate Applications
 - (3) Other Important Points
- 3. Preparing the Application (Proposal for Grant-in-Aid) and Submitting the Application (Proposal for Grant-in-Aid)
 - (1) Application via the Electronic Application System
 - (2) Preparing the proposal for Grant-in-Aid
 - On the Proposal for Grant-in-Aid
 - Issues that Need to Be Considered When Preparing the Proposal for Grant-in-Aid
 - 1) Whether or not it is an Ineligible Research Project
 - 2) Whether the following requirements are met for the Project Members
 - 3) Whether the following requirements are met for the Budget
 - 4) When applying, the applicant should select a desired area for screening as follows

Attached Table 2 Appendix Table of Keywords "Categories, Areas, Disciplines and

IV. Instructions & Procedures for those Who Have Already Been Accepted74

- 1. On the handling of research projects that are scheduled to be continued in FY2013
- 2. On the Handling of Continued Research Projects in Which Students are the Principal Investigators
- 3. On the Handling of Continued Research Projects in Which the Principal Investigator Has Failed to Submit the Report on the Research Achievements

V. Instructions & Procedures for Staff of the Research Institution75

- 1. Issues to Be Completed Beforehand by the "Research Institution"
- (1) Requirements as a "Research Institution" and Procedures for Designation and Change In order to apply for KAKENHI, a researcher needs to belong to a "Research Institution"
- (2) Verification of the Eligibility to Apply of the Affiliated Researcher
- (3) Registration of the Researcher Information in e-Rad
- (4) Verification of the ID and the Password of the Researcher Belonging to the Research Institution
- (5) Submission of a "Self-Assessment Checklist on the Improvement of the System and Other

Matters", based on the "Guidelines on the Management and Audit of Public Research Funds at Research Institutions (Implementation Standards)"

- (6) On the Submission of the Report on the Research Achievements
- (7) Obtaining Sufficient Knowledge about the Contents of the Application Procedures
- 2. Issues that Need to Be Verified When Compiling the Application Forms (Preparing the Proposal for Grant-in-Aid)
- (1) Verification of the Eligibility to Apply
- (2) Verification of the Registration of the Researcher Information in e-Rad
- (3) Verification of the Principal Investigator
- (4) Verification of the Application Forms
- 3. Submission and other matters of the Application Forms (Preparing the Proposal for Grant-in-Aid) Outline of the Electronic Application Procedures

- 1. Screening Panels
- 2. Screening Methods, Key Points, and Other Matters
- 3. Notification of the Screening Results

(Reference 2) Procedures on the Handling of Grants-in-Aid for Scientific Research

(Reference3) Procedures on the Handling of JSPS Grants-in-Aid for Scientific Research (KAKENHI (Series of Single-year Grants))97

 1. State of Allocation of Grants-in-Aid for Scientific Research for FY2012

2. Changes in Budgets and Other Information

Inquiries 112

References

The Supplementary Volume has the following contents. Please use it for reference.

Supplementary Volume

Application Procedures for Grants-in-Aid for Scientific Research-KAKENHI- for **FY2013 (Research Activity Start-up) (Application Forms and Data Entry)**

OProposal for grant-in-aid

First Half, application information (Items to be filled in on the form on the website)

Application information (Items to be filled in on the form on the website) (Research Activity Start-up)Preparation and data entry of application information Application information (Items to be filled in on the form on the website) (screenshot)

Second Half, Files with Project Description (procedures for preparation and data entry of proposal for grant-in-aid, and form for proposal for grant-in-aid)

Form S-1-17: Proposal for grant-in-aid "Research Activity Start-up" (new)