

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

FY2021

Specially Promoted Research, Scientific Research (S/A/B/C), Challenging Research (Pioneering/Exploratory), and Early-Career Scientists (Forms/Procedures for Preparing and Entering a Research Proposal Document)

September 1, 2020

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

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2. The Notice of Completion of Research Project (No English version available)

* Forms for the Research Proposal Document (forms to be uploaded) will be downloaded from the JSPS website below.

(URL: https://www.jsps.go.jp/j-grantsinaid/index.html)

FY2021 Procedures for Preparing and Entering a Research Proposal Document for "Specially Promoted Research" (New Proposal)

Applicants for the KAKENHI should fill in this Research Proposal Document, giving details of the research project based on the Application Procedures, and submit it to the Independent Administrative Legal Entity Japan Society for the Promotion of Science (hereinafter referred to as "JSPS") prior to application. This Research Proposal Document is used as a review material at the JSPS Scientific Research Grant Committee.

The applicant should fill in the form correctly, while taking the following points into account.

When the application is adopted as a result of the review at the Scientific Research Grant Committee, a notice concerning the provisional grant decision will be issued. By the form of the formal application for grant delivery, the submission based on the notice will be done. The KAKENHI will be disbursed if the research plan, etc. are acknowledged as appropriate.

Items to be noted

- * This Procedure for Preparing and Entering is to be used to prepare Research Proposal Document for <u>"Specially Promoted Research"</u> as "New Application" (including an application for a grant for the fiscal year before the final fiscal year of a research plan)".
- * When preparing the Research Proposal Document, the Principal Investigator should make the preparations with responsibility, in accordance with the rules set forth in the Application Procedures.
- * <u>Characters and symbols in 11-point font size or larger (10-point or larger in English)</u> should be used, considering a large number of application forms for research project will be reviewed.
- * The Research Proposal Document is consist of "II-1. Application Information (items to be entered in the Website) (First half)", "I-1. Research Proposal Document [form S-1(1)] (forms to be uploaded)", "I-2. Research Proposal Document [form S-1(2)] (forms to be uploaded)", "II-2. Application Information (items to be entered in the Website) (Second half)" and "I-3. Research Proposal Document [form S-1 (3)] (forms to be uploaded)".
- * Make sure that the title of each column is at the top of the page. Also, do not exceed the number of pages specified for each item. As a result of filling according to the instructions of each item, blank pages may be generated but in that case, do not delete them.
- * The sentences in italics on the form should be deleted but do not delete other instructions and boxes.
- * Research Proposal Document prepared in English will be accepted.
- * Before submitting, be sure to check whether the contents of the Research Proposal Document converted to the PDF file are complete (missing characters, charts, garbled characters, etc.).
- * The reviewers of the Scientific Research Grant Committee conduct the review (document and panel review) of "Specially Promoted Research" based on all the forms referring to the technical comments (review comments) made by domestic/overseas researchers whose research fields are close to the proposed research projects (researchers in charge of the writing of review comments).
- * The researchers in charge of the writing of the review comments who belong to overseas research institutions write the review comments based on the "II-1. Application Information (items to be entered in the Website) (First half)" and "I-1. Research Proposal Document [form S-1(1)] (forms to be uploaded)", and the researchers in charge of the writing of the review comments who belong to domestic research

institutions write the review comments based on all the forms. Both overseas and domestic researchers write review comments from their specialized perspective.

I. Research Proposal Document (forms to be uploaded)

The Research Proposal Document (forms to be uploaded) is consists of "I-1. Research Proposal Document [form S-1(1)] (forms to be uploaded)", "I-2. Research Proposal Document [form S-1(2)] (forms to be uploaded)" and "I-3. Research Proposal Document [form S-1 (3)] (forms to be uploaded)".

The Principal Investigator should download the "Research Proposal Document (forms to be uploaded)" from the JSPS website for Grants-in-Aid for Scientific Research, and fill it in. He/She should then access the "Electronic Application System", and upload the filled-in file to the "Electronic Application System". (Files above 10 MB cannot be uploaded.)

When preparing the Overall Research Plan, the instructions given for each column should be observed. The margin of style is set with upper 20 mm, lower 20 mm, left 25 mm, and right 25 mm. Do not change the setting margins because there is a risk of missing characters, etc. when preparing the review material.

I-1. Research Proposal Document [Form S-1 (1)] (forms to be uploaded)

The contents of this file will be subjected to review comments that the researchers in charge of the writing of the review comments who belong to overseas research institutions make on the proposed research projects from the following three points:

- ① Whether the objectives and contents of the research project are outstanding and distinctive research plan that opens up new scientific fields in the current state and trend of the research field
- ② Is the research project an excellent research project with high creativity based on the conception of the researcher
- ③ Does the researcher recognize the ability to conduct the research project

Also the contents of this file is subject to the review comments that the researchers in charge of the writing of the review comments who belong to domestic research institutions make on the proposed research projects in conjunction with "Research Proposal Document [form S-1(2)] (forms to be uploaded)", "II-2. Application Information (items to be entered in the Website) (Second half)" and "I-3. Research Proposal Document [form S-1 (3)] (forms to be uploaded)" and to the review by the reviewers of the Scientific Research Grant Committee.

This file should be filled in completely in English, and, the character size and the font should respectively be 10 point or larger.

However, in cases which fall under the category "Not appropriate" under the column "Appropriateness of review comments by an Overseas Researcher", the applicant should leave the section 1. "PROJECT DESCRIPTION" blank and fill in only the sections 2. "CURRICULUM VITAE (CV)" (RECENT

RESEARCH ACTIVITIES I and II included) of the Principal Investigator and Co-Investigator(s) separately on different pages. (In this case, they can be filled in Japanese.)

<u>Moreover, the applicant should keep in mind that the submission of the "Research Proposal Document</u> [Form S-1 (1)] (forms to be uploaded)" is also necessary in cases which fall under the category "Not appropriate" under the section "Appropriateness of Comments by an Overseas Researcher".

* When attaching the file to the electronic application system, the applicant should upload it in the column "S-1 (1)" of "Management of Research Proposal Document" screen. Moreover, he/she should make sure that the file name starts with "en" (capital letters are possible).

1. "PROJECT DESCRIPTION"

Firstly summarize the research in a total of 200 words and then (1) Background of the Research Project, (2) Research Objectives and Targeted Goals of Project, (3) Research Plan and Method, (4) Importance and Necessity of this Project and its Expected Impact on Broader Research Fields, (5) Research Achievements of the Applicant(s) Relevant to this Project, briefly in English (within 4 pages in total).

When listing the applicant's research achievements such as research papers relevant to this proposal, a sufficient information (e.g., as for a research paper, the title of the paper, author, name of the journal, volume number, the first and last page numbers, year of publication, bibliographic information in case of books) should be given in order to identify such achievements as appropriate with reference to "RECENT RESEARCH ACTIVITIES I (Publications)".

Moreover, it is not necessary to describe in this column sensitive research ideas the leakage of which could lead to substantial disadvantage for the applicant.

On the other hand, details on the research project for which the current application is being made should be described in each column of the "Research Proposal Document [form S-1 (2)] (forms to be uploaded)".

2. "CURRICULUM VITAE (CV)"

The applicant should prepare the section "CURRICULA VITAE" on <u>separate pages for each Principal Investigator</u> and Co-Investigator (in the order mentioned in the column "Project Members List"), according to the instructions below and the instructions mentioned in the respective columns to be filled in.

Moreover, because the forms from (1) to (5) listed below form an integrated set, each researcher should complete them.

(1) In the column "Age" the applicant should enter his/her age as of April 1, 2021.

In the column "Research Institution, Academic Unit (School, Faculty, etc.) and Position", the applicant should enter his/her research institution, academic unit (school, faculty, etc.) and position at the time of the preparation of the Research Proposal Document.

(2) In "Role in this Project", the applicant should enter concisely the roles of the researchers in the proposal (linking it with the column "Research Proposal Document [form S-1 (2)] (forms to be uploaded)" "Research Plan and Methods").

- (3) In "Research Career and Experience", the applicant should enter their principal research career and experience since graduation in their last school in a retroactive chronological order.
- (4) "RECENT RESEARCH ACTIVITIES I (Publications)" is not limited to the contents of the proposed research projects, but select the main ones including the research papers, books (excluding textbooks, academic abstracts, lecture abstracts), intellectual properties (patents), etc., and fill it within 1 page in a retroactive chronological order. (The research papers that can be cited are only those already published or accepted for publication.) For a research paper, the title of the paper, authors, name of the journal, refereed or not, volume number, the first and last page numbers, and year of publication should be given. (As long as all items of information are given, their order is unimportant.) In case there is more than one author, it is allowed to fill in several main authors and to omit the others. (In case the applicant omits authors, he/she should fill in the column "the total number of authors (A) and your entry number in the author list counted from the first author (B). (e.g. "(B)/(A)") ".) He/She should mark the Principal Investigator with a double underline, and the Co-Investigator(s) with a single underline. Moreover, a corresponding author should be marked with an asterisk ("*") on the left side.

Publications that are related to the proposed research project should be marked with a plus symbol ("+") in the beginning.

As for the research achievements such as research papers, books excluding textbooks, academic abstracts, and lecture abstracts, industrial property rights, etc. described in this column, a reference should be numbered in ascending order with Arabic figures.

(5) Select main events for "RECENT RESEARCH ACTIVITIES II (Invited Lectures and Talks, Prizes, etc.)" from invited lectures and awards at international conferences considered to be particularly important, and fill the year of presentation within 1 page by going back to the past. In case there are no items to be mentioned, this section can be left blank.

Moreover, for the invited lectures and talks at international conferences, the name of the international conference, the time and date when and the place where the conference took place, and the title of the lecture or talk should be filled in. For the prizes received, the name of the prize should be filled in. Items that are related to the proposed research project should be marked with a plus symbol ("+") in the beginning.

As for the research achievements such as invited lectures, awards, etc. at international conferences described in this column, a reference should be numbered in ascending order with Arabic figures.

I-2. Research Proposal Document [Form S-1 (2)] (forms to be uploaded)

The applicant should enter in the columns from (1) to (4) below, according to instructions mentioned in the respective column to be filled in. Moreover, the applicant is allowed to add pages. However, the information in the columns from (1) to (4) should be limited to the main points within <u>10 pages in total</u>.

* When attaching the file to the electronic application system, the applicant should upload it in the column "S-1 (2)" of "Management of Research Proposal Document" screen. Moreover, he/she should make sure that the file name starts with "jpa" (capital letters are possible).

(1) "Research Objectives, Background of the Research Project, etc." column

In this column, the description should be given what kind of research you plan and its summary in this proposal in accordance with the instruction specified in the Research Proposal Document to be submitted this time so that the overall structure can be clarified. The summary should be given with approximately 10 lines of paragraph.

(2) "Significance as Specially Promoted Research" column

In this column, the description should be given the applicant's hitherto research activities in accordance with the instruction specified in the Research Proposal Document.

(3) "Research Plan and Methods" column

In this column, the description should be given the research plan and methods to achieve the objective of this proposal in accordance with the instruction specified in the Research Proposal Document.

In addition, <u>the preparation status on the research environment such as research facilities and equipment, research</u> materials, etc. which is indispensable for the implementation of the research plan should be given in the "Applicant's Ability to Conduct the Research and the Research Environment" column. (In case the Co-Investigator(s) are involved, their research environments are also explained.)

(4) "Applicant's Ability to Conduct the Research and the Research Environment" column

Enter in accordance with the instruction specified in the Research Proposal Document.

The description for the "(1) applicant's hitherto research activities and the details of the achievements", should be focused on the research activities relevant to the submitted research plan and also the details of achievements obtained from the research activities should be given with a view to showing the feasibility of the research plan. In case the Co-Investigator involves, it should be focused on the research activities relevant to the prospected roles in the research plan by the Co-Investigator.

As for the research achievements of the Principal Investigator such as research papers, books and lectures, main items of those are given in the columns of "RECENT RESEARCH ACTIVITIES I (Publications)" and "RECENT RESEARCH ACTIVITIES II (Invited Lectures and Talks, Prizes, etc.)" rather than using this column. (In case the Co-Investigator(s) are involved, their research achievements are also handled with the same manner.)

On showing the achievements from the past research activities in this column, a sufficient information to identify the achievement should be given in case there are special needs to show some particular detailed research achievements such as papers, books, patents, invited talks, etc. (e.g., as for a research paper, there should be the title of the paper,

authors, name of the journal, the number of the volume and pages, etc., year of publication, the bibliographic information in case of books, and so on.)

However, in case the achievements already given in the columns of "RECENT RESEARCH ACTIVITIES I (Publications)" and "RECENT RESEARCH ACTIVITIES II (Invited Lectures and Talks, Prizes, etc.)" are to be shown again, the achievements in this column should be referred in the following manner with a clear correspondence relation.

(Example)

In case of the achievements by Mr. Taro Gakushin, the Principal Investigator, already described in the "RECENT RESEARCH ACTIVITIES I (Publications)", the remarks in this column may be as follows;

• "The achievements on something have been done. (Refer to the No.2 in the column "RECENT RESEARCH ACTIVITIES I (Publications)" of Mr. Taro Gakushin.)"

I-3. Research Proposal Document [Form S-1 (3)] (forms to be uploaded)

The applicant should enter the column from (1) to (3) mentioned below, according to instructions mentioned in the respective column to be filled in.

* When attaching the file to the electronic application system, the applicant should upload it in the column "S-1 (3)" of "Management of Research Proposal Document" screen. Moreover, he/she should make sure that the file name starts with "jpb" (capital letters are possible).

(1) "Issues Relevant to Human Right Protection and Legal Compliance" column

Enter in accordance with the instruction specified in the Research Proposal Document. If the proposed research does not fall under such categories, enter "N/A (not applicable)".

(2) "Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project" column

If applicant is newly applying as "New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project" (cf. Application Procedures for Grants-in-Aid for Scientific Research), enter the each item with approximately 10 lines of paragraph in accordance with the instruction specified in the Research Proposal Document. If not, submit this form leaving the column blank without any deletion.

(3) "Reason(s) Why Comments by an Overseas Researcher is not Appropriate" column

Enter in accordance with the instruction specified in the Research Proposal Document. If the proposed research does not fall under such categories, enter "N/A (not applicable)".

II. Application Information (items to be entered in the Website)

"Application Information (items to be entered in the Website)" consists of "Application Information (items to be entered in the Website) (First half)" and "Application Information (items to be entered in the Website) (Second half)".

The "Application Information (items to be entered in the Website)" are the items which the Principal Investigator directly enters after accessing the electronic application system using the ID and the password for the Cross-Ministerial Research and Development Management System (hereinafter referred to as "e-Rad"), which has been provided by his/her research institution.

Also, a part of content entered (title of proposed research project, information of project member, effort, etc.) will be provided to the e-Rad.

* The confirmation of the content of the application and the preparation of the review material is based on the "Application Information (items to be entered in the Website)" of Research Proposal Document, which constitutes one part of the application documents. Consequently, it is possible that the information entered in the website will have an influence on the results of the review, or it is possible that the research project will not be accepted for review, because of the content entered. Therefore, the applicant should prepare the application information with care.

Select "application information input" of Specially Promoted Research from the "List of Research Categories" in the electronic application system. The "Management of Research Proposal Document" screen will be displayed. Next, select "application information input" in the entered application information ("Research project information", "Research facility/Existing equipment", "Research Expenditure and Their Necessity", "The Status of Application and Acquisition of Research Grants"). The respective input screen will be displayed. On the screen of each input, if the "Japanese **>** English" button at the upper left of the screen is clicked, then the explanations are translated into English.

As for the Research Proposal Document (forms to be uploaded), following files should be uploaded into each specified area on the "Management of Research Proposal Document" screen; the "Research Proposal Document [S-1(1)] (forms to be uploaded)", the "Research Proposal Document [S-1(2)] (forms to be uploaded)", and the "Research Proposal Document [S-1(3)] (forms to be uploaded)".

Moreover, when uploading, the file names should be as follows.

- The name of the "Research Proposal Document [S-1(1)] (forms to be uploaded)" should start with "en" (or capital letters are possible).
- The name of the "Research Proposal Document [S-1(2)] (forms to be uploaded)" should start with "jpa" (or capital letters are possible).
- The name of **the "Research Proposal Document [S-1(3)]** (forms to be uploaded)" should start with "jpb" (or capital letters are possible).

II-1. Application Information (items to be entered in the Website) (First half)

1. New Proposal or Continued

The applicant should select "New Proposal".

If he/she selects "continued", this is limited to research projects that fall under the category "research projects in which significant changes are made". Applicant should consult in advance with the Research Aid Division II of the Research Program Department, in order to know whether the change the applicant wants to make falls under this category.

2. If Continued, Research Project Number

Because this is an item that needs to be entered only in the case of a continued application, the applicant cannot enter it.

3. Application for Research Proposal Submission in the Fiscal Year Previous to the Final Fiscal Year of the Research Period of an On-going Research Project (This content is not converted to the PDF file.)

The applicant should select the appropriate item from among "Applying" or "Not Applying."

Moreover, when the applicant selects "Applying", he/she should be sure to enter the research project number of the continued research project of which 2021 is the final fiscal year and which is eligible for an application for research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project. He/She should be sure to describe the necessary items in the column "Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project" (*cf.* Application Procedures for Grants-in-Aid for Scientific Research) in **the "Research Proposal Document [form S-1(3)] (forms to be uploaded)**".

4. Review Section (Section of Category) (This content is not converted to the PDF file.)

The applicant should be sure to select one appropriate category for which he/she wishes review from among "Humanities and Social Sciences", "Science and Engineering" or "Biological Sciences".

5. Firstly related to Medium-sized Section/Firstly related to Basic Section/Secondly related to Basic Section (This content is not converted to the PDF file.)

In "Grants-in-Aid for Scientific Research-KAKENHI-, Review Section Table" (hereinafter referred to as "Review Section Table"), select one Medium-sized Section (01-64, 90) firstly related to the research project. Next, select one Basic Section (01010-90150) firstly related to the research project from the Review Section Table.

Also, for Basic Section, it is possible to select optionally one more section as secondly related to Basic Section.

6. Name of the Principal Investigator

The information on Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator in question should verify whether his/her name has been displayed correctly. If there is an error, save temporarily the input data, then contact the secretariat of his/her research institution and follow the instructions. Moreover, in the section (English) below, the applicant should enter his/her name in alphabet, in the order family name, first name.

7. Position, Academic Unit (School, Faculty, etc.) and Research Institution of the Principal Investigator

The information on Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator in question should verify whether his/her name has been displayed correctly. If there is an error, save temporarily the input data, then contact the secretariat of his/her research institution and follow the instructions.

Moreover, in the section (English) below, the applicant should enter the respective information in English.

8. Title of the Research Project

In the column "Title of the research Project", the applicant should enter a title for the proposed research project. The title should express the content of the research until the end of the research period in concrete terms. (The applicant should avoid general or abstract expressions.)

If there are only double-byte characters or double-byte and single-byte characters, you can enter up to 40 letters, and if there are only one-byte characters, up to 200 letters can be entered.

The applicant should keep in mind that voiced sound symbols (*dakuten*) and semivoiced sound symbols (*handakuten*) are not counted independently as one character, but that letters of the alphabet, numbers, symbols, etc. are all counted as one character and displayed as such. The applicant should avoid the use of chemical formulas and mathematical formulas as much as possible. (Example $Ca^{2+} \rightarrow$ input as C a 2 +(counts as 4 characters))

Moreover, in the section below (English), the applicant should enter the information in English within 200 characters (only half-width characters). Full-width symbols cannot be entered.

In addition, the revision on the title of the research project is not allowed in principal.

9. Research Abstract

The applicant should enter the purpose of the research project, and the methods and other matters to achieve the purpose of the research in a clear manner. It is possible to enter these in Japanese or in English.

Furthermore, it is noted that the review is to be conducted from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.

Research abstract can be entered up to 1000 bytes. (Double-byte characters are counted as 2 bytes and single-byte characters are counted as 1 byte).

10. Research Expenditure

The contents entered in the "Research Expenditure and Their Necessity" of "Application Information (items to be entered in the Website) (Second half)" will be automatically displayed in the "Research Expenditure" column. Moreover, in the section below the amount, in which \$1=¥100, is shown automatically.

11. Researchers in related research areas (This content is not converted to the PDF file.)

In the column "Researchers in related research areas", the applicant should enter the information of researchers of

which he/she thinks that they have the most thorough knowledge of the research area related to the research project, and of which he/she thinks that they are able to assess accurately the content of the research project. He/She should enter the information of researchers who belong to overseas research institutions (3 to 5 persons). (At the time, the "Name", the "Research Institution", and the "E-mail" are items which must be entered.)

A review comment from around one of overseas researchers in related to the research areas entered is to be requested.

However, researchers who are project members in the same research project for which the current application is being made and persons who fall under the points from ① to ⑤ below are excluded.

- ① Kinship or a close personal relationship that is equivalent.
- A close relationship in which joint research is conducted.
 (For example, a person with whom the applicant has a close relationship in the implementation of a joint project, the writing of a co-authored research paper, or who is a member of a research association with the same purpose.)
- ③ A relationship in which the researcher belongs to the same research unit (a researcher who belongs to the same laboratory).
- ④ A close master and pupil relationship or a direct employment relationship.
- (5) An antagonistic relationship that could be considered as a relationship in which the selection of the research project or the assessment directly benefits the grader, or a competitive relationship.

Moreover, if there are researchers of which the applicant thinks that they are not appropriate as domestic or overseas persons in charge of the writing of the review comments, because they are in a competitive or antagonistic position, or because of other reasons, the applicant should enter in the respective sections "Researchers who belong to a domestic research institution and whom the applicant wishes to avoid as persons in charge of the writing of the review comments" and "Researchers who belong to an overseas research institution and whom the applicant wishes to avoid as persons in charge of the writing of the review comments" (optionally, up to three persons for each section).

As a general rule, a written review comment is prepared for all the research projects. However, if the Principal Investigator judges that review by an overseas researcher is difficult or inappropriate, he/she should select "Not appropriate" in the section "Appropriateness of comments by an overseas researcher" and describe the reasons in the section "Reason(s) Why Comments by an Overseas Researcher is not Appropriate" of the "**Research Proposal Document [form S-1(3)] (forms to be uploaded)**".

In this case, it is not necessary to enter information in the sections "Researchers in related research areas who belong to an overseas research institution and who are considered as suitable as persons in charge of the writing of the review comment" and "Researchers who belong to an overseas research institution and whom the applicant wishes to avoid as persons in charge of the writing of the review comment" among the items that need to be entered in the website.

Moreover, the applicant should bear in mind that the Scientific Research Grant Committee will judge on the appropriateness of the reasons, and that, even if it does not judge that the reasons are appropriate, it will not reject

them as a violation of the requirements of the application, but consider them in the comprehensive judgment during the screening.

12. Contact Information of the Principal Investigator (This content is not converted to the PDF file.)

In the "Contact Information of the Principal Investigator" column, enter information in case that direct contact with the Principal Investigator is required (for example, the work address is not the location of the head office but the campus where the Principal Investigator (PI) actually works.).

13. Project Members List

As for the research plan for the Specially Promoted Research, the Co-Investigator and/or the Research Collaborator may be invited to the research activities, if necessary. For the definitions of "Principal Investigator", "Co-Investigator", and "Research Collaborator", refer to the Application Procedures for Grants-in-Aid for Scientific Research.

In addition, the applicant should keep in mind the following points.

(1) Project Members Input (Principal Investigator)

- In the column "Distinction", it will be automatically displayed as "Principal Investigator".
- In the column "Researcher Number", "Name (Pronunciation in katakana; Kanji etc.)", "Age (as of April 1, 2021)", and "Research Institution, Academic Unit (School, Faculty, etc.), Position" of the Principal Investigator, the information on the Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator should verify whether the information has been displayed correctly.
- In the column "Academic Degree", Principal Investigator should fill in his/her academic degree.
- In the column "Role in This Project", the Principal Investigator should fill in, how the Principal Investigator and the Co-Investigator(s) will cooperate to carry out the research, in a way that clarifies the respective connections between the researchers, and highlighting the allotment of research tasks in the research implementation plan FY2021. Principal Investigator should also enter those information of Co-Investigator(s).
- In the column "Research Expenditure for FY2021", the share of the grant to the Principal Investigator and the Co-Investigator(s) should be entered in units of thousand yen, based on the research plan. Principal Investigator should also enter those information of Co-Investigator(s).

The total amount of all the shares of the grant to each researcher should correspond to "Research Expenditure for FY2021 (Thousand Yen)" displayed in the screen. If it does not correspond, "error" is displayed on the confirmation screen after entry.

• In the column "Effort", the Principal Investigator should enter the time allocation rate (an integral number between 1 and 100), assuming that the research project for which the current application is being made would be adopted.

When determining the time allocation rate, the Principal Investigator should determine it keeping in mind the definition of "effort" by the Council for Science and Technology Policy. This definition is "the percentage of time allocation (%) necessary for the implementation of the research in question, if the entire yearly working time of the researcher is set at 100%". Moreover, the "entire working time" does not mean time spent only on

research activities, but entire actual working time, including time spent on educational activities and other activities.

Moreover, when the research project for which the current application is being made is adopted, the Principal Investigator will be requested to confirm the effort anew at that time and to perform the procedure of formal application for grant delivery. If the effort is changed at that time, it is necessary to correct the effort in e-Rad before formal application for grant delivery.

(2) Project Members Input (Co-Investigator)

• Concerning the entry column for the Project Members List (Co-Investigator), when pressing the button "Add" on the left side of the entry screen one time for every member of the project, the edit box in which the data need to be entered is displayed.

The Principal Investigator should delete edit boxes for data entry that are not being used (when he/she entered data but finally does not use them, or when he/she did not enter data at all), by pressing the button "Delete" on the left side.

The column "Number of Project Members", displayed on the lowermost part of the screen is displayed automatically, according to the number of edit boxes for data entry.

If the number in the column "Number of Project Members" and the total number of persons for whom data have actually been entered do not correspond, "error" is displayed on the confirmation screen, the data have been entered. Therefore, the applicant should always delete edit boxes for data in which no data has been entered.

- In the column "Distinction", it will be automatically displayed as "Co-I(s)".
- In the column "Researcher Number", "Name (Pronunciation in katakana; Kanji, etc.)", "Age (as of April 1, 2021)", and "Research Institution, Academic Unit (School, Faculty, etc.), Position" of the Co-Investigator, enter the researcher number of the Co-Investigator and click on the [Search] button, his/her information will be displayed, and click [OK] button.

Since the Co-Investigator may belong to more than one research institution, ask the Co-Investigator at first to confirm which affiliation he/she wishes to list for the application.

- In the columns "Academic Degree" and "Effort", the contents which the Co-Investigator entered in the consent process of Co-Investigator will be displayed.
- In the columns "Role in This Project" and "Research Expenditure for FY2021", the Principal Investigator should enter the contents. (Please refer to the column "(1) Project Members Input (Principal Investigator)" for the entry method).

[About the Consent Process of Co-Investigator]

- The consent both from Co-Investigator him/herself and his/her research institution should be given on the electronic application system to list him/her on the project members as a Co-Investigator.
- To make a request for Co-Investigators, check the checkbox at "Request" in the "Status of Consent" row and save it temporarily. The researcher registered in the field is provisionally requested to participate in the research project as a Co-Investigator. Check the checkbox again to confirm that the applicant wants to request him/her to participate in the research project. (In addition, contact him/her that the applicant had made the Co-Investigator

request on the system.)

- When the consent both from Co-Investigator him/herself and his/her research institution have been given, the "Status of Consent" will be changed to "Obtained the consent from the Co-Investigator" and "Obtained the consent from the institution".
- The applicant cannot request the researcher to become a Co-Investigator whose status of consent is "Dissented by the Co-Investigator" or "Dissented by the Institution". Press [Delete] button on the left hand side of that column and delete the frame into which the data is being entered.
- When the applicant requests the researchers to become a Co-Investigator, his/her official request should be made based on the high probability in obtaining the consent from the Co-Investigator-to-be after surely confirming the following items with the researchers.
- ① For this research project, the Co-Investigator has to bear responsibility for the implementation of the research project in cooperation with the Principal Investigator.
- ② As well as the Co-Investigator understands and complies with both the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the (a), (b), and (c) below, and receives a share of KAKENHI from the Principal Investigator and use it properly.
 - (a) The Co-Investigator has to recognize that citizens have placed trust in scientific research and that the KAKENHI are funded with their tax, and he/she therefore has to use the KAKENHI in a proper and efficient way and refrain from committing research misconduct in the research.
 - (b) The Co-Investigator has to fulfil the requirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of Science The Attitude of a Conscientious Scientist –" ("For the Sound Development of Science" Editorial Committee on JSPS), by taking an e-Learning course such as the "e-Learning Course on Research Ethics [eL CoRE] or "APRIN e-learning program (eAPRIN)", or by participating in the research ethics education course conducted at his/her institution based on the "Guidelines for Responding to Misconduct in Research" (Adopted August 26, 2014 by MEXT), prior to the formal application for grant delivery (or, in case the grant has already been delivered, by the time the "application for approval of change for the Co-Investigator" is submitted by the Principal Investigator to JSPS).
 - (c) The Co-Investigator has to understand thoroughly and confirm on what the researchers should consider, in conducting of their researches, from amongst the contents of both the statement "Code of Conduct for Scientists -Revised Version-" by the Science Council of Japan and the booklet "For the Sound Development of Science -The Attitude of a Conscientious Scientist-" by JSPS, by the time of the formal application for grant delivery of the concerned research project. (Or, by the time when the "application for approval of change of the Co-Investigator" is to be submitted to JSPS by the Principal Investigator, in case the official grant decision thereof has been already made.)
- * Refer to the KAKENHI (Grants-in-Aid for Scientific Research) Electronic Application System Operation Manual (URL: <u>https://www-shinsei.jsps.go.jp/kaken/topkakenhi/shinsei_ka.html</u>) for the detailed information on the consent processes of the Co-Investigator such as operating environment, operating method, and so on.

- * The Co-Investigator(s)-to-be who have applied for the Specially Promoted Research input "The Status of Application and Acquisition of Research Grants" of their own in the course of the consent process. When inputting the column above, refer to the "3. Application Information Input (The Status of Application and Acquisition of Research Grants)" set forth in the Procedures for Preparing and Entering a Research Proposal Document.
 - (3) Joint researchers other than Co-Investigators become "Research Collaborators". Therefore, the applicant does not have to enter them in the Project Members List of the proposed project in question. When the applicant mentions about Research Collaborator in the Research Proposal Document, if necessary, the applicant can mention them in a column where he/she explains the overall research plan, for example, in the column "Research Plan and Methods".

(4) In each column where (English) is written, the applicant should enter the respective items in English.

Application Information (Items to be entered in the Website) (Screenshot)

[Specially Promoted Research] "Management of Research Proposal Document" screen

	管理 FResearc	ch Proposal Document			
研究種目: Research Cat	egory	提出先機関名 Name of Submission Destination Instit	and the second se	h Project	作成日 Date of Creation
令和X(20XX)年度 特別	匪,進研究	_ABCDE大学	000における××	×00研究 >	XXX年XX月XX日
注意事項>	不应其特积	(1 上) マルボ(ナナ)			
の元計画詞書は以下 「研究施設・現有設備 「研究課題情報」の新 「研究費の応募・受入 「研究費の応募・受入	カル募捐報役 」、「研究費の 規・継続区分 等の状況」は 等の状況」は	2入力して作成します。 ・応募・受入等の状況」は、継続応募の場合は1 を「継続」にして保存した場合、応募情報入力の 、研究代表者、研究分担者の人数分入力が必 、「研究課題情報」で入力した研究組織の研究	作成する必要がありません。 のボタンが表示されなくなります。 要です。 代表者、研究分担者が表示され	。 こます。	
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Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (1) "Application Information Input" screen

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Application information input	ish > Japanese
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Temporarily and Go to Next Sav	e Temporarily 💦 🚺 Save Temporarily and Go Back 📔 Go Back Without S
Research Proposal Do	cument for "Specially Promoted Research" (FY 2021)
New proposal or Continued	★ 新規(New proposal) ♥ (For Continued, only continued projects facing substantial changes to the research plan will be applicable.)
If continued, Research Project Number	Obtain information about continued project
	(Click when the New proposal and Continue is Continued)
Research proposal submission in the	*
fiscal year previous to	
the final fiscal year of the research period	(Enter the Grant Number for the Research Plan with FY 2021 as the final vear of the research period)
of an on-going research project Review Section	
(Category)	*
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Name of the Principal	(Pronunciation in katakana) ダイヒョウ イチロウ
Investigator	(Kanji etc)代表 一郎 (English) (Family Name) (First Name)
Research Institution	(Number) 000000 (Japanese) AAA大学
	(Japanese) 〇〇学部
Academic Unit (School, Faculty, etc.)	(English)
Position	(Japanese)教授
Position	(English)
Title of Rescouth Duplicat	*Japanese
Title of Research Project	English (Up to 200 single-byte characters)
	(Up to 500 double-byte characters or up to 1000 single-byte characters. No
	line breaks are allowed.)
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Research Abstract	
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Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (2)

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Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (3)

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Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (4) "List of Consent Status of the Co-Investigator" screen

研究種目名 Research Category	研究代表者氏名 Principal Investigator Name	所属研究機関名·部局 名·職名 Research Institution A cademic Unit Position	研究課題名 Title of Research Project	依頼先機関名·部局名 Request Destination In stitution Name and Ac ademic Unit Name	承諾状況 Status of Consent
済和X(20XX)年度 特別推進研 ℃	特推 進一郎	XX大学・XX学部・教授	○○○における×××の研究	ABCDE大学·AA学部	分担者未確認 The consent from Co nvestigator has not y t been confirmed. ▼ 発録 Register
ते和X(20XX)年度 特別推進研 ใ	特推 進二郎	xx大学·XX学部·教授	OOOにおける×××の研究	ABCDE大学·AA学部	分担者作成中 The Co-Investigator processing. 再開 Restart
新和X(20XX)年度 学術変革領 城研究(A)	学变 三郎	XX大学・XX学部・教授	OOOにおける×××の研究	ABCDE大学·AA学部	分担者未確認 The consent from Co nvestigator has not y t been confirmed. ◆ 登録 Register
計和X(20XX)年度 基盤研究(S)	基盤一郎	xx大学·xx学部·教授	○○○における×××の研究	ABCDE大学·AA学部	分担者未確認 The consent from Co nvestigator has not y t been confirmed. ◆ 登録 Register
計和X(20XX)年度 基盤研究(S)	基盤二郎	xx大学·xx学部·教授	○○○における×××の研究	ABCDE大学・AA学部	分担者作成中 The Co-Investigator processing. 再開 Restart
済和X(20XX)年度 基盤研究(C) −般	基盤三郎	xx大学·xx学部·教授	○○○における×××の研究	ABCDE大学·AA学部	分担者未確認 The consent from Co nvestigator has not y t been confirmed. ◆ 登録 Register
和X(20XX)年度 国際共同研 加速基金(国際共同研究強化 3))	国際一郎	xx大学·xx学部·教授	○○○における×××の研究	ABCDE大学·AA学部	分担者未確認 The consent from Cc nvestigator has not y t been confirmed. ◆ 登録 Register
和×(20)×X)年度 国際共同研 別D連基金(国際共同研究強化 3))	国際 二郎	xx大学·xx学部·教授	○○○における×××の研究	ABCDE大学·AA学部	分担者承諾 機関承諾未完了 Obtained the consen rom the Co-Investiga or Consent from the ins tution has not yet ob ined.
和X(20XX)年度 国際共同研 加速基金(国際共同研究強化 3))	国際 三郎	xx大学·xx学部·教授	○○○における×××の研究	ABCDE大学·AA学部	分担者不承諾 Dissented by the Co- rvestigator (不承諾理由678901 23456789012345 6789012345678 01234567890)
和X(20XX)年度 国際共同研 加速基金(国際共同研究強化 3))	国際 四郎	xx大学·xx学部·教授	○○○における×××の研究	ABCDE大学·AA学部	分担者承諾 機関不承諾 Obtained the consent om the Co-Investigate Dissented by the inst ution (不承諾理由678901 23456789012345678 01 234567890)



Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (5) "Registration of Co-Investigators' Consent/Dissent" screen

Co-Investigators' Consent/Dis Registration of Register consent/dissent of fit is OK with you, click [O <note> · Field marked in asteris · If the system remains</note>	
Registration of Register consent/dissent of it is OK with you, click [O <note> • Field marked in asteris • If the system remains changes. In such instan</note>	Co-Investigators' Consent/Dissent English > Japanese 29 minutes have been passed since the screen had been displayed. f Co-Investigator requested from below applicant. K] button. k (*) is mandatory. ide for a certain period of time, a session time out may clear any information entered. Click Temporarily Save periodically to store
egister consent/dissent of it is OK with you, click [O <note> • Field marked in asteris • If the system remains changes. In such instar</note>	29 minutes have been passed since the screen had been displayed. f Co-Investigator requested from below applicant. K] button. k (*) is mandatory. ide for a certain period of time, a session time out may clear any information entered. Click Temporarily Save periodically to store
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Fit is OK with you, click [O Note> Field marked in asteris If the system remains changes. In such instar	K] button. k (*) is mandatory. lide for a certain period of time, a session time out may clear any information entered. Click Temporarily Save periodically to store
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 If the system remains changes. In such instar 	ide for a certain period of time, a session time out may clear any information entered. Click Temporarily Save periodically to store
Research Category	
	令和X(20XX)年度 特別推進研究
lame	(Kanji etc)(Family Name)特推(First Name)進一郎
	(Pronunciation in katakana)(Family Name)トクスイ(First Name)シンイチロウ
Research Institution	XX大学
Academic Unit	XX学部 HI S THE
Position	特任教授
Title of Research Project	XXXXXXXXX
	, O Consent
20-Investigator	
KAKENHI in a proper a You have to fulfil the r Science – The Attitud course such as the "e ethics education cours by the MEXT), prior to of change for the Co-I You have to understan both the statement "C	that citizens have placed trust in scientific research and that KAKENHI are funded with their tax, and you therefore have to use ind efficient way and refrain from committing research misconduct during my research. equirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of a of a Conscientibus Scientist -" ("For the Sound Development of Science" Editorial Committee on JSPS), by taking an e-Learning -Learning Course on Research Ethics [eL_CORE] or "APRIN e-learning program (eAPRIN)", or by participating in the research e conducted at his/her hastitution based on the "Guidelines for Responding to Misconduct in Research" (Adopted August 26, 2014 the formal application for grant delivery (or, in case the grant has already been delivered, by the time the "application for approval investigator" is submitted by the Principal Investigator to JSPS). d thoroughly and confirm on what the researchers should consider, in conducting of their researches, from amongst the contents of orde of Conduct for Scientists -Revised Version-" by the Science Council of Japan and the booklet "For the Sound Development de of a Conscientious Scientist" by the JSPS, by the time of the formal application for grant delivery disconder the science research
Investigator, in case th	e when the "application for approval of change of the Co-Investigator" is to be submitted to the JSPS by the Principal le official grant decision thereof has been already made) Co-Investigator, enter your "Name", the "Research Institution", the "Academic Unit" and the "Position" wit enter your "Academic Degree" and the "Effort" of the research project in which you are supposed to
ne English name. And also articipate.	
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Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (6)

[The S					
	tatus of Applicat	ion and Acquisition of Research Grants】			
(if any fie	eld is not used or no		ch project fie	lds.Click "	Delete" on the left-hand side of each field to delete unused fields.
and/ore: List, at th of Co-Inv	xcessive concentra he time of submissio	tion in the grant allocation" so that the proposed on of this KAKENHI application, (1) research gran	research pro t application()ject can b s) in the re	ant status would not constitute a case of "unreasonable duplication e duly carried out in parallel with other projects. wiew process and (2) research grant(s) adopted and to be delivered sal Document (to be entered in the Website)" for the specific entry
	System/research In the "Effort Per If the applicant ha Enter the reasons If you are particip research grants. 1 The columns for t Application(s) in t	grant name (funding agency name)". centage" entry, enter the percentage of hours al is acquired competitive research grants within hi for I and II concretely and clearly in the colu ating in project research conducted according to the research grants funded to individuals are no he "Research Period", the "Title of the Researc	located to ea s/her researd mn "Relation: the specific ot clear, fill in h Period" or	ch researc h institutio ship betwe purpose (m ″I : Distin the ″Resea	earch grant and the name of the funding agency in "1. Funding th project, with the total yearly working hours set at 100%. on, they should be also listed. In this KAKENHI application and the other projects". nission) of your research institution, also enter the funded notion of the research contents" to that effect. "to that effect, rach Expenditure (throughout the period)" in the Research Grant it the application information data. If you want to refer to, please
(1) Res	earch Grant App	29 minutes have been pass lication(s) in the Review Process	ed since t	he scree	n had been displayed. Temporarily Save
		1. Funding System/Research Grant Name (Fu nding Agency Name)	Research Expenditur e for FY 2		Relationship between this KAKENHI application and the other p
	Role in this Proje ct	2. Research Period 3. Title of the Research Project 4. Name of the Principal Investigator	021 (throughou t the perio d) (Unit : tho usand yen)	FY 2021 Effort (%)	rojects I :Distinction of the research contents II :Reason for submission of this KAKENHI application in additi on to the other projects. (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
		List 2. Research Period 3. Title of the Research Project	021 (throughou t the perio d) (Unit : tho	Effort	I :Distinction of the research contents II :Reason for submission of this KAKENHI application in additi on to the other projects. (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
	ct	List 2. Research Period 3. Title of the Research Project 4. Name of the Principal Investigator 1.[this KAKENHI application]特別推進研究 2.FY 2021~FY 2025 3.〇〇の××に関する研究	021 (throughou t the perio d) (Unit : tho usand yen) 9,999,999	Effort (%)	I :Distinction of the research contents II :Reason for submission of this KAKENHI application in additi on to the other projects. (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
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Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (7)

	Role in this Proje ct	1. Funding System/Research Grant Name (Funding System/Research Quart Uist 2. Research Period 3. Title of the Research Project 4. Name of the Principal Investigator	Research Expenditur e for FY 2 021 (throughou t the perio d) (Unit : tho usand yen)	FY 2021 Effort (%)	Relationship between this KAKENHI applicati rojects I :Distinction of the research co II :Reason for submission of this KAKENHI a on to the other projects. (For a KAKENHI grant as Principal Investigat research expenditure for the whole rese	ontents application in addit tor, enter the tota
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Delete	*	1.* P base select "Role" at first ⊻ * 2.FY * ~FY * 3.* 4.(Family Name)* (First Name)	*	* %	I * Sum Total *	Thousand Ye
Add		(3) O ther	Activities			
eason	for the Dissent	Total of the Effort in (Number of characters entered: 0/ * Enter within 50 characters.		(3) Abov	e 100%	

II-2. Application Information (items to be entered in the Website) (Second half)

1. Application Information Input (Research facility/Existing equipment)

(1) "Research facility" column

The applicant should enter information about the main research laboratory or experimental laboratory he/she can use for his/her research plan.

Moreover, if the applicant is using facilities for shared use in joint use with other research plans, he/she should enter how many hours a week it is possible to use the facilities and other information in the remarks column.

(2) "The existing equipment (main equipment and devices already installed)" column

List the machines and equipment currently available for the research project.

The applicant should enter how many hours a week it is possible to use the equipment and other information in the remarks column. Also, enter the calendar year in year of installation.

2. Application Information Input (Research Expenditure and Their Necessity)

Details of research expenditure, their necessity and the basis of their estimation should be given for every fiscal year in connection with the research scale, research system, etc. stated in the **Research Proposal Document [form S-1(2)]** (forms to be uploaded) "Research Plan and Methods".

Because the review committee also examines the optimum scale and amount of research, enter concretely, specifically for the main item and expensive item. (For example, for expensive equipment costs, explain that the applicant cannot utilize the existing equipment because its performance is necessary for research. For a large amount of consumables expenses, write concrete usage, quantity and amount. Write the personnel and the amount about the personnel cost/honoraria.)

Also, when the total amount of research expenditure exceeds 500 million yen, the necessity of that should be clarified in "Reason for the Total Amount of Entries Exceeding 500 Million Yen" column.

Moreover, if any of the expenditure categories (equipment costs, travel expenses, or personnel cost/honoraria) exceeds 90% of the total yearly expenditure in any FY of the research period, or if the expenditure in category Consumables or Miscellaneous constitutes a significant portion of the total expenditure, the necessity of that spending should be clarified (by showing the itemized breakdown, etc.).

Pay attention to "target expenditure (direct expense)" and "non-eligible expenditure" described below. Also, be aware that research plan with research expenditure less than 100,000 yen in any fiscal year of the research period will not be eligible for call for proposal.

"Target expenditure (direct expense)"

The expenditure necessary for the implementation of the research plan (including the budget necessary for summarizing the research achievements) is eligible.

"Ineligible expenditure"

The following expenditures are not included in the funding:

① Expenditure for buildings and other facilities (excluding the expenditure for installations which became necessary because of the introduction of goods that have been purchased by means of direct expense)

- ② Expenditure for handling accidents or disasters that occurred during the implementation of funded project
- ③ Personnel cost/Honoraria for the Principal Investigator or Co-Investigator(s)
- ④ Other expenditure which fall under indirect expense*
- * Indirect expense is expenditure necessary for the management of the research institution and other things that arise during the implementation of the research project (corresponding with 30% of the amount of the direct expense). The expenditure is used by the research institution.
 This time, it is scheduled to set up indirect expense for the research categories for which a call for proposals is organized. However, the Principal Investigator does not need to state that indirect expense

in the Research Proposal Document.

Research expenditure and usage breakdown are automatically calculated from the details of each expense. Initial display is for 5 years from FY2021 to FY2025, but when applying for more than 6 years of research period, by pressing the "Add" button on the left side of the input screen, the breakdown column for the year to be added is displayed. In addition, the "details of equipment costs" column and the "details of consumables expenses" column for the year added are set up.

Also, for data entry fields that you do not use (if you have entered but do not use it or if you did not enter at all), delete the data entry field by pressing the "Delete" button on the left side.

However, the fiscal year to be displayed cannot be less than 5 years (even if the research period is 3 to 4 years, display will be 5 years).

Enter the amount of "Details of Equipment Costs" column and "Details of Consumables Expenses" column in thousand yen units rounding off fractions smaller than one thousand yen. After completing all the details of each expense, click the recalculate button.

Note the following points when entering details of each expense. However, the way to journalize each expense should be handled in accordance with such as the accounting rules of the research institutions to which the applicant belongs including but not limited to the following examples.

(1) "Details of the Equipment Costs" column

- When purchasing equipment in the final year of the research period, enter the reasons that are particularly necessary in the "Necessity" column of the relevant fiscal year.
- When purchasing a large number of books and/or materials, input, to some extent, the contents of the books and/or materials to clarify what they are, such as "the books related to the Western medieval political history" (As for the books, the same way to journalize should be applied even if they were not handled as equipment.).
- In the case of machinery and equipment, simply enter a set of XXX as well as its breakdown.
- Enter concisely the calculation basis of the amount in the "list price/estimate" column (e.g. list price or price by estimation, XX% of list price, etc.). To examine the adequacy of research expenditure, enter the price according to the estimate, except in unavoidable cases.

(2) "Details of the Consumables Expenses" column

- For consumables expenses, enter for each product name such as chemicals, laboratory animals, glassware, etc.
- O For travel expenses, select appropriate one between "Domestic Travel Expenses" and "Overseas Travel Expenses". For Principal Investigator, Co-Investigator(s), and Research Collaborator(s) (data collection, various investigations, meetings of research, announcement of results of research, etc.), enter the expenditures (transportation fee, accommodation fee and daily allowance), etc. for each matter.
- O For personnel cost/honoraria, enter the expenditures for each matter such as honoraria, compensation, wages and salaries to Research Collaborator(s) (postdoctoral researchers, research assistants (RA), researchers belonging to overseas research institutions, and others) who engaged in organizing materials, assisting in experiments, performing translation or proofreading, providing technical knowledge, distributing and collecting questionnaires and collecting information materials for research), and payment to temporary staff agencies. In addition, enter the status at the time of collaboration (such as project assistant professor, postdoctoral fellow, student in Doctoral course/Master's course, etc.) of the people to whom the personnel cost or honoraria to be paid if it is obvious. (Example) Organizing materials: [breakdown: X (number of students in Doctoral courses) × Y (number of months)] =

XXXX yen (Refer to the Application Procedures for Grants-in-Aid for Scientific Research.)

O For miscellaneous expenses, except for above mentioned expenditure, enter the expenditures to carry out the research (e.g. the costs for printing, photocopying, developing/printing, correspondence (stamps and phone calls), transport, renting or leasing the research facilities (only where the grant-aided project cannot be conducted in the facilities of the research institution), meetings (rental of the venue and meals (excluding alcohol)), equipment rental (e.g. computers, automobiles, experimental equipment), equipment repairs, transportation other than travel expenses, presentation of the research achievements (fees for contributing to the publications of academic societies, website creation, and preparation of pamphlets to publicize the research achievements, costs of PR activities disseminating research achievements to the general public, and other matters), experiment waste disposal cost, the cost of "buyout", *i.e.* someone taking over a part of the duties (other than research) of the Principal Investigator or Co-Investigator(s). (Refer to the Application Procedures for Grants-in-Aid for Scientific Research)) item by item.

(3) "Reason for the Total Amount of Entries Exceeding 500 Million Yen" column

Explain in detail the reason why 500 million yen cannot be managed, and <u>the necessity</u> to make the total amount more than 500 million yen, only when the total amount of entrance research expenses exceeds the maximum application amount of 500 million yen.

(If the total amount of research expenditures is 500 million yen or less, you can not enter it.)

3. Application Information Input (The Status of Application and Acquisition of Research Grants)

The entries in this column will be referred to by the review committee in order to ensure that the grant status would not constitute a case of "unreasonable duplication and/or excessive concentration in the grant allocation" so that the proposed research project can be duly carried out in parallel with other projects. Therefore, it is strictly required that all the relevant information on research grants be correctly entered.

Principal Investigator and Co-Investigator should input and confirm following information up to the time of current application such as (1) research grant application(s) in the review process, (2) research grant(s) adopted and to be

delivered, and (3) other activities.

In addition, as for the information on the Co-Investigator, the contents which have been inputted by the Co-Investigator in the course of the consent process are displayed on the screen. Therefore the Principal-Investigator should confirm the contents which the Co-Investigator has inputted and fill in the column of the "total research expenditure for the whole research period" for the research project applied.

- This research project should be entered at the head of "(1) Research Grant Application(s) in the Review Process".
- Not only KAKENHI but also other competitive research grants (including foreign ones) should be entered in "(1) Research Grant Application(s) in the Review Process" and "(2) Research Grant(s) Adopted and to be Delivered".
- There is no need to enter the fundamental research grants that are allocated so that research activities, etc. can carry out as duties within the research institution to which the researcher belongs in "(1) Research Grant Application(s) in the Review Process" or "(2) Research Grant(s) Adopted and to be Delivered". The effort of the research activities and so on that utilize such grants is included in "(3) Other Activities". Moreover, the effort in the research project supported by a KAKENHI in which the researcher participates as Research Collaborator is included in "(3) Other Activities".
- If the applicant participating in project research conducted according to the specific purpose (mission) of his/her research institution, also enter the funded research grants. If the research grants funded to individuals are not clear, fill in "I: Distinction of the research contents" to that effect.
- If the applicant is a Research Fellow for Young Scientists (SPD/PD/RPD/CPD) and plan to receive a Grant-in-Aid for JSPS Fellows in FY2021, enter it in "(2) Research Grant(s) Adopted and to be Delivered". Moreover, do not enter the Grant-in-Aid that is paid monthly by JSPS (research implementation costs).
- As for the research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project, do not enter expected amounts of the said on-going research project on which the new application is based in the "(2) Research Grant(s) Adopted and to be Delivered".
- o "Role in this Project"

Select "PI" if the role of the researcher is a Principal Investigator or select "Co-I" if the role of the researcher is a Co-Investigator.

o "Funding Scheme, Grant Category (Funding Organization)"

In case of KAKENHI, select the research category. For cases other than KAKENHI, "Other" and enter the name of the research grant and the name of the funding organization in the lower row.

o "Research Period"

Enter the research period.

o "Title of Proposed Research Project"

Enter the title of proposed research project.

o "Name of Principal Investigator"

If the applicant selects "Co-I" in the column of Role in the Project, enter the name of the Principal Investigator (or equivalent) of the research subject.

• "Research Expenditure for FY2021 (Research Expenditure for the whole period) (Unit: thousand yen)"

Enter the amount of direct expense of research expenditure to be received and used by him/herself in FY2021 (items under application is the applied amount) in the upper row, and at the same time enter the total amount (planned amount) to be used by him/herself during the whole period in the lower row.

If applicant select "Co-I" in the column of Role in the Project, enter the amount of allotment (planned amount) to be received and used by him/herself in FY2021 in the upper row, and at the same time enter the total amount of allotment (planned amount) to be used by him/herself during the whole period in the lower row. (Enter "0" if contributions are not distributed in the respective column.)

o "Effort Percentage in FY2021 (%)"

Based on 100% of the total working hours for "(1) Research Grant Application(s) in the Review Process", (2) Research Grant(s) Adopted and to be Delivered" and "(3) Other Activities" to be entered in this column, enter the allocation rate (%) of the time required for conducting activities, etc. The "total working hours" does not mean time spent only on research activities, but entire actual working time, including time spent on educational activities and other activities.

In KAKENHI, enter "-" (hyphen) if the applicant enters the research category that can be applied in parallel with the Specially Promoted Research but not to be adopted in addition to it.

In addition, when conducting research by the competitive research grants, be sure to enter the effort related to the research activity. When the research project for which the current application is being made is selected, the applicant will be requested to confirm the effort anew at that time and to perform the procedure of formal application for grant delivery. If the effort is changed at that time, it is necessary to correct the effort in e-Rad before formal application for grant delivery.

o "Relationship between this KAKENHI application and the other projects"

The applicant should respectively describe the connection between the research grant application(s) in the review process or adopted and to be delivered and the research project. State concretely and precisely the distinction of the research contents in column "I", the reason for submission of this KAKENHI application in addition to the other projects in column "II."

If the applicant is the Principal Investigator of KAKENHI, enter the total amount of direct expense for the whole research period including the shared amount to the Co-Investigator(s) in the section "Sum Total".

• If the "Specially Promoted Research" is adopted (refer to Application Procedures for Grants-in-Aid for Scientific Research)

The Principal Investigator of "Specially Promoted Research" should abolish the research projects of the categories "Scientific Research on Innovative Areas" (Research in a Proposed Research Area/Publicly Offered Research), "Scientific Research", "Challenging Exploratory Research", "Challenging Research (Pioneering/Exploratory)", "Early-Career Scientists" and "Research Activity Start-up" for which he/she has already been selected as a Principal Investigator. Moreover, he/she cannot participate in research projects of other research categories as a Co-Investigator. Moreover, he/she cannot implement and/or participate in the research as for the "Scientific Research on Innovative Areas" (Research in a Proposed Research Area/Planned Research).

Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (1) "Research facility/Existing equipment" screen

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## Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (2) "Research Expenditure and Their Necessity" screen

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## Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (3)

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nine the adeq	uacy of research e	xpenditure, ε	enter the price accord	ing to f	the estim	nate, except in i	unavoidable	cases.	
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## Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (4)

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## Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (5)

		entrance research expenses exceeds the maximum application amount of 500 million yen. (Up to 1500 double-byte characters or up to 3000 single-byte character. Line break is allowed five time only)
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### Application Information (Items to be entered in the Website (Second half)) (Screenshot)

### [Specially Promoted Research] – (6) "The Status of Application and Acquisition of Research Grants" screen

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* Click "Add" on the left-h	and side of the window to insert additional resear	rch project field	ds. Click "D	elete" on the left-hand side of each field to delete unused fields. (if
any field is not used or no k Note: PI:Principal Investigat	onger required) tor , Co-I(s):Co-Investigator(s)			
				Co-Investigator (Co-I)] on the application information input screen,
* The name of Co-Investiga		researcher and	d save it in	[Project Members List (Principal Investigator (PI) and Co-
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System/research In the "Effort Pe If the applicant h Enter the reason If you are particip	n grant name (funding agency name)". rcentage" entry, enter the percentage of hours a as acquired competitive research grants within h s for I, I and II concretely and clearly in the pating in project research conducted according to	allocated to ead iis/her researcl column "Relati o the specific p	ch research n institution onship betv purpose (mis	irch grant and the name of the funding agency in "1. Funding project, with the total yearly working hours set at 100%, n, they should be also listed. ween this KAKENHI application and the other projects". ssion) of your research institution, also enter the funded tion of the research contents" to that effect." to that effect.
Nam	e of the Researcher	しま 一郎		
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		Research e		
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### Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (7)

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### Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (8)

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# 令和3(2021)年度 特別推進研究 研究計画調書(新規)

RESEARCH PROPOSAL DOCUMENT

RESEARCH PROFUGAL DOCUMENT. GRANT-IN-AID FOR SPECIALLY PROMOTED RESEARCH (FY2021) 令和XX年XX月XX日

研究代表者氏名	(フリガナ)						
Principal Investigator (PI)	(漢字等)						
	Name (in Roman Letters)						
<b>所属研究機関</b> Research Institution							
<b>部 局</b> Academic Unit (School, Faculty, etc.)							
職 Position							
<b>研究課題名</b> Title of Proposed Research Project							
研究の要約 Research Abstract							
	年度	研究経費		<b>使月</b> Br	<b>用内訳(千円</b> Teakdown [U.S.\$	<b>)</b>	
	Fiscal Year	<b>(千円)</b> Research Expenditure [U.S.\$]	<b>設備備品費</b> Equipment Costs	<b>消耗品費</b> Consumables	Travel	<b>人件費·謝金</b> Personnel	その他 Miscellaneous
研究経費	令和3年度			Expenses	Expenses	cost/Honoraria	Expenses
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	2027	[ ]	[ ][	][	[ ]	[ ]	[ ]
	<b>総計</b> Sum Total	[ ]	[ ][	][	[ ]	[ ]	[ ]

研究組織(研究代表者及び研究分担者) Project Members List (Principal Investigator (PI) and Co-Investigator (Co-I))

	氏名	<b>(年齢)</b> (Age)	ncipal Investigator (PI) a 所属研究 Research Ins 部局 Academic Unit (School 職 Positio	機関 titution , Faculty, etc.)	学位 Academic Degree 役割分担 Role in this Project	<b>令和3年度</b> 研究経費 (千円) Research Expenditure for FY2021 [U.S.\$]	エフォート Effort (%)
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Co-I							
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#### **PROJECT DESCRIPTION**

Give descriptions of the following items within 4 pages. (Refer to relevant papers in the publication list as necessary.)

Abstract

- (1) Background of the Research Project
- (2) Research Objectives and Targeted Goals of Project
- (3) Research Plan and Method
- (4) Importance and Necessity of this Project and its Expected Impact on Broader Research Fields
- (5) Research Achievements of the Applicant(s) Relevant to this Project

#### * Notes:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. All descriptions for this form should be written in English language.
- 3. The size used for characters should be 10-point or larger.
- 4. The title and instructions on the upper part of each page should be left intact.
- 5. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 6. These notes written in italics should be deleted when filling this column.

# CURRICULUM VITAE (CV)

	Name		
	Date of Birth	Ag	
1. PI	Research Institution,		
/ Co-I	Academic Unit (School,		
	Faculty, etc.) & Position		
	Academic Degree		

2. Roles in this Project

3. Research Career and Experience

#### **RECENT RESEARCH ACTIVITIES I (Publications)**

#### Name of PI or Co-I

The list should be within 1 page.

- 1. Put a plus (+) sign at the head of the publication related to this project.
- 2. If part of the author list is omitted, write the total number of authors (A) and your entry number in the author list counted from the first author (B). (e.g. "(B)/ (A)")
- 3. Mark PI with a double underline, and Co-I(s) with a single underline.
- 4. Put an asterisk (*) at the head of each corresponding author.

List the significant academic contributions (research papers, articles, books) and intellectual properties (patents). Achievement not directly related to this proposed project can be included. Begin with the most recent one. Do not include research papers under submission. Textbooks, abstracts for conferences and address summaries should not be included in this list either.

#### Title and Authors etc.

(e.g., For research papers, list the title of the paper, authors, name of the journal, refereed or not, volume number, the first and last page numbers, year of publication)

#### Notes:

1. It is not necessary for above information to be listed in this order shown above, as long as all information is included.

2. You need not list up all co-authors.

The parts in italics should be deleted when filling this column.

#### **RECENT RESEARCH ACTIVITIES II** (Invited Lectures and Talks, Prizes, etc.)

Name of PI or Co-I	
The list should be within	n 1 page.
Put a plus (+) sign at the	Front of the item that is related to this project.

List the important lectures/talks (e.g., invited lecture at an international conference) and prizes. Name of Conference, Date and Place, Title of Lecture(s)/Talk(s), Name of Prizes. Begin with the most recent one.

The parts in italics should be deleted when filling this column.

Form S-1 (2): Research Proposal Document (forms to be uploaded)

#### **Specially Promoted Research 2-1-()**

#### **Research Objectives, Background of the Research Project, etc.**

This Research Proposal Document will be reviewed in the Section "Category" of Humanities and Social Sciences, Science and Engineering, and Biological Sciences of the applicant's choice. In filling this application form, refer to the Application Procedures for Grants-in-Aid for Scientific Research-KAKENHI-.

In this column, research objectives, background of the research project, etc. should be described.

A succinct summary of the research proposal should be given at the beginning.

- The main text should give descriptions, in concrete and clear terms, of
- (1) Applicant's research history leading to the conception of this research proposal based on applicant's hitherto research activities,
- (2) Scientific background for the proposed research, and the "key scientific question" comprising the core of the research plan,
- (3) The purpose, scientific significance, and originality of the research project,
- (4) What will be elucidated, and to what extent and how will it be pursued during the research period, and
- (5) Domestic and overseas trends related to the proposed research and the positioning of this research in the relevant field.

[SUMMARY]

[MAIN TEXT]

#### * Note 1:

1. Proposals submitted to the research category Specially Promoted Research will be reviewed in the Section "Categories" of Humanities and Social Sciences, Science and Engineering, and Biological Sciences. The proposal document should be prepared with consideration that it will be reviewed from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.

#### * Note 2:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

#### Significance as Specially Promoted Research

This research category is intended to support outstanding and distinctive research that opens up new scientific fields.

In this column, the following points should be stated in concrete and clear terms.

- Expected research achievements, scientific significance and impact of this research in opening up new scientific fields

#### **Research Plan and Methods**

- The applicant should provide details of the research plan and methods for achieving the objectives of the research. The following points should be stated in concrete and clear terms.
  Preparation status for the research plan: The description with an understandable manner should include a preparation status such as a data collection, analysis, assessment and examination, a preliminary experiment to become a foundation, a design and manufacture of the experimental devices or facilities, a development of methods, and an organization of the project members including a participation of Research Collaborator(s), etc., which is assumed to be a precondition for the implementation of the proposed research project and also explain on the relations between the preparation status and the research plan.
  - A concrete description of the role-sharing between the Principal Investigator (PI) and the Co-Investigator(s) (Co-I(s)), if the proposed research project involves Co-I(s)

#### Applicant's Ability to Conduct the Research and the Research Environment

In this column, with a view to showing the feasibility of the research plan by the applicant (PI) (and Co-I(s), if any), descriptions of (1) applicant's hitherto research activities and the details of the achievements, and (2) research environments including research facilities and equipment, research materials, etc. relevant to the conduct of the proposed research should be given. In addition, the description of (1) above must include funded researches in the past and achievements obtained from them, etc. but if appropriate, it can include items not directly related to the proposed project. Moreover if there were some absence periods from research activities, an explanation, etc. about them may be provided in the description of (1) above.

# 研究施設・現有設備

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### 研究経費とその必要性

### 特別推進研究2-6-()

# (金額単位:千円)

購入 希望 順位	品名・仕様	数量	単価	金額	定価/ 見積の別	主として使用する 研究者及び設置機関名
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### 研究費の応募・受入等の状況

(1)応募中の研究費 Т

1

研究者氏名					
資金制度・ 研究費名 (研究期間・ 配分機関等名)	研究課題名 (研究代表者氏名) )	役割	の四穴収費	令和3年度 エフォ - ト (%)	本応募研究課題と当該研究課題の関係 :研究内容の相違点 :当該研究課題に加えて本応募研究課題に応募する理由 (科研費の研究代表者である場合は研究期間全体の受入額)
			(千円)		
			(千円)		
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### (2)受入予定の研究費

資金制度・ 研究費名 (研究期間・ 配分機関等名)	研究課題名 (研究代表者氏名)	役割	マイルシート反	令和3年度 エフォ - ト (%)	本応募研究課題と当該研究課題の関係 :研究内容の相違点 :当該研究課題に加えて本応募研究課題に応募する理由 :現在遂行中の研究(「新学術領域研究」、「基盤研究」、「挑戦的研究」 「挑戦的萌芽研究」、「若手研究」)を取りやめて本研究を行う理由
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#### **Issues Relevant to Human Right Protection and Legal Compliance**

(cf. Application Procedures for Grants-in-Aid for Scientific Research)

In case the proposed research involves such issues that require obtaining consent and/or cooperation of the third party, consideration in handling of personal information, or actions related bioethics and/or biosafety (including the laws and regulations and the guidelines in the country/region(s) where the joint international research is to be conducted), the planned measures and actions for these issues should be stated within 1 page.

This applies to research activities that would require approval by an internal or external ethical jury, such as research involving questionnaire surveys, interviews and/or behavior surveys (including personal histories and images) including personal information, handling of donated specimens, human genome analysis, recombinant DNA, and experimentation with animals.

If the proposed research does not fall under such categories, enter "N/A (not applicable)".

#### **Specially Promoted Research 2-11**

#### Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project

 (For an application that comes under this category, this column is a mandatory entry. (cf. Application Procedures for Grants-in-Aid for Scientific Research))

 In this column, the applicant should give within 1 page: (1) the relevant information on the on-going project (for which FY2021 is the final year of the research period) including the original plan at the time of application/adoption and the research accomplishment such as new knowledge acquired, and (2) the reason why he/she is submitting this new proposal for FY2021 on top of the on-going project (in terms of the development of the on-going research, necessity of new research budget, etc.). If not applicable, leave this page blank. (Do not eliminate the page.)

 Research Category
 Project Number
 Title of the Research Project
 Research Period

Research Category	Number	Title of the Research Project	Period
			FYto FY2021

The original plan at the time of application/adoption and the research accomplishment of the ongoing project.

The reason for submission of this new proposal.

#### Reason(s) Why Comments by an Overseas Researcher is not Appropriate

As a rule, review comments from overseas researchers are solicited for a proposal submitted to the category of Specially Promoted Research. However, if the applicant considers that his/her proposal document should not be sent to overseas researchers for some reason, he/she can select "Not Appropriate" for the entry "Appropriateness of Comments by Overseas Researchers" (one of the web entry items). In that case, the applicant should give the reason of the choice. The appropriateness of the reason of the choice will be judged by the Scientific Research Grant Committee.

#### FY2021 Procedures for Preparing and Entering a Research Proposal Document for "Scientific Research (S)" (New Proposal)

Applicants for the KAKENHI should fill in this Research Proposal Document, giving details of the research project based on the Application Procedures, and submit it to the Independent Administrative Legal Entity Japan Society for the Promotion of Science (hereinafter referred to as JSPS) prior to application. This Research Proposal Document is used as a review material at the JSPS Scientific Research Grant Committee.

The applicant should fill in the form correctly, while taking the following points into account.

When the application is adopted as a result of the review at the Scientific Research Grant Committee, a notice concerning the provisional grant decision will be issued. By the form of the formal application for grant delivery, the submission based on the notice will be done. The KAKENHI will be disbursed if the research plan, etc. are acknowledged as appropriate.

#### Items to be noted

- * This Procedures for Preparing and Entering is to be used to prepare Research Proposal Document for <u>"Scientific Research (S)" reviewed by the "Broad Section"</u> as "New Application" (including an application for a grant for the fiscal year before the final fiscal year of a research plan)".
- * When preparing the Research Proposal Document, the Principal Investigator should make the preparations with responsibility, in accordance with the rules set forth in the Application Procedures.
- * <u>Characters and symbols in 11-point font size or larger (10-point or larger in English)</u> should be used, considering a large number of application forms for research project will be reviewed.
- * Make sure that the title of each column is at the top of the page. Also, do not exceed the number of pages specified for each item. As a result of filling according to the instructions of each item, blank pages may be generated but in that case, do not delete them.
- * The sentences in italics on the form should be deleted but do not delete other instructions and boxes.
- * Research Proposal Document prepared in English will be accepted.
- * Before submitting, be sure to check whether the contents of the Research Proposal Document converted to the PDF file are complete (missing characters, charts, garbled characters, etc.).

#### I. Research Proposal Document (items to be entered in the website)

The following items are "to be entered in the website" of the "Research Proposal Document". When preparing their applications, Principal Investigators should access the JSPS Electronic Application System for Projects Funded by KAKENHI (hereinafter referred to as "Electronic Application System") using their ID and password for the "Cross-Ministerial Research and Development Management System (e-Rad)", which has been provided by the research institution to which they belong, and directly enter their data.

The items to be entered in the website constitute the first part ("Broad Section desired the review", "Name of Principal Investigator (PI)", etc.) and the second part ("Research Expenditures and Their Necessity (Main existing equipment, Details of research expenditure and their necessity)", "The Status of Application and Acquisition of Research Grants") of the Research Proposal Document (PDF file) that is prepared using the Electronic Application System.

For procedures for entering items to be entered in the website, refer to the "FY2021 Procedures for Preparing and Entering a Research Proposal Document" (items to be entered in the website) ("Scientific Research (S)").

• Items to be entered in the Website (First half)

"Research Project Information"

- New Proposal or Continued
- With or without Application for a Grant for the Fiscal Year before the Final Fiscal Year of a Research Plan
- · Broad Section Desired the Review
- Firstly related to Medium-sized Section/Firstly related to Basic Section/Secondly related to Basic Section
- · Name of the Principal Investigator
- · Position, Academic Unit (School, Faculty, etc.), and Research Institution
- Title of the Research Project
- Research Abstract
- Researchers whom the applicant wishes to avoid as persons in charge of the writing of the review comments (optional)
- Request for Disclosure
- · Contact information of the Principal Investigator
- Project Members

- Items to be entered in the Website (Second half)
- "Main Existing Equipment"
- Main Existing Equipment

"Details of Research Expenditure and Their Necessity"

- · Details of Equipment Costs and Their Necessity
- · Details of Consumables Expenses and Their Necessity

"The Status of Application and Acquisition of Research Grants"

· The Status of Application and Acquisition of Research Grants

#### II. Research Proposal Document (forms to be uploaded)

The following items are contents on the "Research Proposal Document (forms to be uploaded)". They constitute the intermediate part of the Research Proposal Document (PDF file).

The Principal Investigator should download the "Research Proposal Document (forms to be uploaded)" from the JSPS website for Grants-in-Aid for Scientific Research, and fill it in. He/She should then access the "Electronic Application System", and upload the filled-in file to the "Electronic Application System". (Files above 5 MB cannot be uploaded.)

When preparing the Overall Research Plan, the instructions given below and the instructions given in each column should be observed. The margin of style is set with upper 20 mm, lower 20 mm, left 25 mm, and right 25 mm. Do not change the setting margins because there is a risk of missing characters etc. when preparing the review material.

#### (1) "Research Objectives, Research Method etc." column

In this column, the description should be given what kind of research you plan and its summary in this proposal in accordance with the instruction specified in the Research Proposal Document to be submitted this time so that the overall structure can be clarified. The summary should be given with approximately 10 lines of paragraph.

## (2) "Research Development Leading to Conception of the Present Research Proposal, etc." column

In this column, the description should be given the characteristics of the research in accordance with the instruction specified in the Research Proposal Document so that the review committee will better understand the research proposal to be submitted this time.

#### (3) "Issues Relevant to Human Right Protection and Legal Compliance" column

Enter in accordance with the instruction specified in the Research Proposal Document. If the proposed research does not fall under such categories, enter "N/A (not applicable)".

#### (4) "Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project" column

If applicant is newly applying as "New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project" (*cf.* Application Procedures for Grants-in-Aid for Scientific Research), enter the each item with approximately 10 lines of paragraph in accordance with the instruction specified in the Research Proposal Document. If not, submit this form leaving the column blank without any deletion.

#### (5) "Proposal of the Researcher Conducting Scientific Research (S) for FY2021" column

Prepare it for each Principal Investigator (PI) and Co-Investigator(s) (Co-I(s)) who entered in the research organization and fill out according to the instructions described in the Research Proposal Document.

The description for the "(1) PI's or Co-I(s)'s, if any, hitherto research activities" should be focused on the research activities relevant to the submitted research plan to show the feasibility of the research plan.

The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed research.

Sufficient information should be given so that the reviewers can identify the research achievements. In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.

The research papers that can be cited are only those already published or accepted for publication.

In case that the applicants have periods during which the researches were suspended due to acquisition of maternity leave, childcare leave, care leave and so on, they may choose to write about it in this column.

In addition, preparing for the Proposal of the Researcher, your special attention is requested since the using forms are different between the Principle Investigator and the Co-Investigator. In case the whole project members consists of a sole PI, the Proposal of the Researcher for the Co-I is not required but submit this form leaving the page and column blank without any deletion.

#### "Proposal of the Researcher (PI)"

- The Principal Investigators are requested to prepare the Proposal of the Researcher by filling in both the "Scientific Research (S) 9-(1)" and the "Scientific Research (S) 9-(2) for the Proposal of the Researcher (PI)".
- •When preparing for the Proposal of the Researcher (PI), the following descriptions are requested according to the instructions described in the "Proposal of the Researcher (PI)"; "(1) PI's hitherto research activities", "(2) PI's research environments", and "(3) research environments surrounding whole project members".
- In case the whole project members consists of a sole PI, no need to write in the (3) research environments surrounding whole project members.

#### "Proposal of the Researcher (Co-I)"

- In case the Co-Investigators are involved in the research members, the Proposal of the Researcher should be prepared by filling in the "Scientific Research (S) 9-(3)" for the "Proposal of the Researcher (Co-I)" for each Co-I.
- In the case of the plural Co-Is are involved in the research members, making copies of the "Scientific Research (S) 9-(3)" for the "Proposal of the Researcher (Co-I)"as original, the Proposal of the Researcher should be prepared in this way for the first Co-I using "Scientific Research (S) 9-(3)", for the second Co-I using "Scientific Research (S) 9-(4)"and so on.
- When preparing for the Proposal of the Researcher (Co-I), the following descriptions are requested according to the instructions described in the "Proposal of the Researcher (Co-I)";
   "(1) Co-I's hitherto research activities" and "(2) Co-I's research environments".
- In case the whole project member consists of a sole PI, the Proposal of the Researcher (Co-I) is not required but the "Scientific Research (S) 9-(3)" for the "Proposal of the Researcher (Co-I)" should be submitted leaving the column blank without any deletion.
- * When entering in the column of "Main Existing Equipment", "Details of Equipment Costs", "Details of Consumables Expenses" and "The Status of Application and Acquisition of Research Grants", refer to the "FY2021 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the website) ("Scientific Research (S)")".

機関番号	研究種目番号	応募区分番号	大区分	整理番号
00000	00	-		0000

## 令和3(2021)年度 基盤研究(S)研究計画調書

令和XX年XX月XX日 X版

新規

研究種目	基盤研究(S)						
大区分							
研究代表者	(フリガナ)						
氏名	(漢字等)						
所属研究機関							
部局							
職							
研究課題名							
研究の要約							
	年度	研究経費			月内訳(千F	9) 」/// 弗· 尚人	ての件
	令和3年度	(千円)	設備備品費	消耗品費	旅費	人件費·謝金	その他
	令和4年度						
研 究 経 費 「千円未満の」	令和5年度						
端数は切り 捨てる	令和6年度						
	令和7年度						
	総計						
開示希望の有無	審査結果の開	示を希望す	3				
研究計画最終年	度前年度応募						

### 研究組織(研究代表者及び研究分担者)

	氏名(	年齡)	所属研究機関 部局 職	学位 役割分担	令和3年度 研究経費 (千円) (%)
研究代表者	00000000	(00)			
研究分担者	00000000	(00)			
研究分担者	00000000	(00)			
	合計	00 名		研究経費合計	

#### 1. Research Objectives, Research Method, etc.

This research proposal will be reviewed in the Broad Section of the applicant's choice. In filling this application form, refer to the

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

In this column, research objectives, research method, etc. should be described within 5 pages.

A succinct summary of the research proposal should be given at the beginning.

The main text should give descriptions, in concrete and clear terms, of (1) scientific background for the proposed research, and the "key scientific question" comprising the core of the research plan, (2) the purpose, scientific significance, and originality of the research project, and (3) what will be elucidated, and to what extent and how will it be pursued during the research period.

If the proposed research project involves Co-Investigator(s) (Co-I(s)), a concrete description of the role-sharing between the Principal Investigator (PI) and the Co-I(s) should be given. If the applicant submits another research proposal to the research category Scientific Research (A), the difference between the two proposals must be clearly described.

[SUMMARY]

#### [MAIN TEXT]

#### * Note 1:

1. Proposals submitted to the research category Scientific Research (S) will be reviewed in the pertaining Broad Section of the Review Section Table. The proposal document should be prepared with consideration that it will be reviewed from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.

#### * Note 2:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

**2. Research Development Leading to Conception of the Present Research Proposal, etc.** In this column, descriptions should be given within 1 page, of (1) applicant's research history leading to the conception of this research proposal and its preparation status, and (2) domestic and overseas trends related to the proposed research and the positioning of this research in the relevant field.

#### 3. Issues Relevant to Human Right Protection and Legal Compliance

(cf. Application Procedures for Grants-in-Aid for Scientific Research)

In case the proposed research involves such issues that require obtaining consent and/or cooperation of the third party, consideration in handling of personal information, or actions related bioethics and/or biosafety (including the laws and regulations and the guidelines in the country/region(s) where the joint international research is to be conducted), the planned measures and actions for these issues should be stated within 1 page.

This applies to research activities that would require approval by an internal or external ethical jury, such as research involving questionnaire surveys, interviews and/or behavior surveys (including personal histories and images) including personal information, handling of donated specimens, human genome analysis, recombinant DNA, and experimentation with animals.

If the proposed research does not fall under such categories, enter "N/A (not applicable)".

## 4. Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project

 (For an application that comes under this category, this column is a mandatory entry. (cf. Application Procedures for Grants-in-Aid for Scientific Research))

 In this column, the applicant should give within 1 page: (1) the relevant information on the on-going project (for which FY2021 is the final year of the research period) including the original plan at the time of application/adoption and the research accomplishment such as new knowledge acquired, and (2) the reason why he/she is submitting this new proposal for FY2021 on top of the on-going project (in terms of the development of the on-going research, necessity of new research budget, etc.). If not applicable, leave this page blank. (Do not eliminate the page.)

 Research Category
 Project Number
 Title of the Research Project
 Research Period

 FY_____to
 FY____to
 FY____to

 FY2021
 FY2021
 FY2021

The original plan at the time of application/adoption and the research accomplishment of the ongoing project.

The reason for submission of this new proposal.

#### [Proposal of the Researcher Conducting Scientific Research (S) for FY2021 (PI)]

Researcher	Name		Date of Birth (age)	(_years old)
( <b>PI</b> )	Institution, Academic Unit, Position		Academic Degree	
Ability to Con	duct the Research and	l the Research Environmen	t	
In this column, d	lescriptions of (1) PI's hither	to research activities, (2) PI's resea	urch environments	including research facilities and
equipment, research	n materials, etc. relevant to th	e conduct of the proposed research,	and (3) research en	vironments mentioned in the (2)
above surrounding v	whole project members should	be given within 2 pages to show the f	easibility of the res	earch plan by the applicant.
If the PI has taken	leave of absence from research	ch activity for some period (e.g. due to	o maternity and/or	child-care), he/she may choose to

write about it in "(1) PI's hitherto research activities".

#### (1) PI's hitherto research activities

#### * Note:

- 1. The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed research.
- 2. Sufficient information should be given so that the reviewers can identify the research achievements.

In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.

- 3. The research papers that can be cited are only those already published or accepted for publication.
- 4. These notes written in italics should be deleted when filling this column.

#### (2) PI's research environments

#### (3) Research environments surrounding whole project members

* In case the whole project members consists of a sole PI, no need to write in the (3) Research environments surrounding whole project members.

## Scientific Research (S) 9-(2)

[Proposal of the Researcher (PI) (continued from the previous page)]

#### [Proposal of the Researcher Conducting Scientific Research (S) for FY2021 (Co-I)]

Researcher	Name		Date of Birth (age)	(_years old)
(Co-I)	Institution, Academic Unit, Position		Academic Degree	
Ability to Con	duct the Research and	the Research Environmen	t	
		research activities, and (2) Co-I's re-		
equipment, research	n materials, etc. relevant to the	onduct of the proposed research sho	uld be given within	1 page to show the feasibility of
the research plan by	the applicant.			
If the applicant ha	as taken leave of absence from	research activity for some period (e	e.g. due to maternit	y and/or child-care), he/she may
choose to write abo	ut it in "(1) Co-I's hitherto rese	rch activities".		

#### (1) Co-I's hitherto research activities

#### * Note:

- 1. The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed research.
- 2. Sufficient information should be given so that the reviewers can identify the research achievements.

In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.

- 3. The research papers that can be cited are only those already published or accepted for publication.
- 4. These notes written in italics should be deleted when filling this column.

#### (2) Co-I's research environments

## 研究経費とその必要性

### 主な現有設備

## 基盤研究(S)10-()

研究機関	設備名	仕様(形式・性能)	専用・共用 の別	設置年度	備考

### 研究経費とその必要性

### 基盤研究(S)11-()

3年度 4年度 5年度	研究経費	設備備品費	;	肖耗品費	旅	t i	人件費・謝金	その他
4年度  5年度								
5年度								
6年度								
7年度								
計								
設備備品費	むの明細							
	品名・仕様		数量	単価	金額	主 研究	として使用する 君及び設置機関行	購入予知 名 時期
まります。	一							
用山具∨╱╱								
		设備備品費の明細 品名・仕様	品名・仕様	品名・仕様 数量	品名・仕様 数量 単価	品名・仕様       数量       単価       金額	品名・仕様     数量     単価     金額     第 研究	品名・仕様     数量     単価     金額     主として使用する 研究者及び設置機関1

## 基盤研究(S)12-()

he de	消耗品費の明細		旅費の明細		人件費・謝金の	)明細	その他の明細	
₹度	事項	金額	事項	金額	事項	金額	事項	金額
\¥ ∓₹			│					
日杞	加貫、水質、人物	十萬,劉王	き、その他の必要	1土				

## 研究費の応募・受入等の状況

(1)応募中の研究費

Т

研究者氏名					
資金制度・研究 費名 ( 研究期間 ・配分機関等名 )	研究課題名 (研究代表者氏名)	役割	令和3年度 の研究経費 (期間全体の額)	令和3年度 エフォ - ト (%)	
			(千円)		
			(千円)		
			(千円)		
			(千円)		
			(千円)		

## (2)受入予定の研究費

## 基盤研究(S)13-()

資金制度・研究	研究課題名	役		令和3年度	研究内容の相違点及び他の研究費に加えて
費名(研究期間 ・配分機関等名)	(市内心主本にない	割		エフォ - ト (%)	本応募研究課題に応募する理由 (科研費の研究代表者の場合は、研究期間全体の受入額)
					· · · · · · · · · · · · · · · · · · ·
			(千円)		
			(千円)		
			(千円)		
			(千円)		
			(千円)		
(3)その	他の活動				
合	計			(%)	

## FY2021 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the Website) (Grant-in-Aid for Scientific Research (S))

The confirmation of the content of the application and the preparation of the review material is based on the "Research Proposal Document", which constitutes one part of the application documents. Consequently, it is possible that the information entered in the website will have an influence on the results of the review, or it is possible that the research project will not be accepted for review, because of the content entered. Therefore, the applicant should prepare the Research Proposal Document with care.

Also, a part of content entered (title of Proposed Research Project, information of project member, effort, etc.) will be provided to the e-Rad.

Please select "application information input" of Scientific Research (S) from the "List of Research Categories. **The "Management of Research Proposal Document" screen will be displayed.** Next, please select "application information input" in the entered application information ("Research Project Information", "Main Existing Equipment", "Details of Research Expenditure and Their Necessity", "The Status of Application and Acquisition of Research Grants"). The respective input screen will be displayed. On the screen of each input, if the "Japanese

• English" button at the upper left of the screen is clicked, then the explanations are translated into English.

#### "Research Project Information" input screen

#### 1. New proposal or continued

The applicant should select the appropriate item from among "New Proposal".

If he/she selects "continued", this is limited to research projects that fall under the category "research projects in which significant changes are made". Applicant should consult in advance with the Research Aid Division I of the Research Program Department, in order to know whether the change the applicant wants to make falls under this category.

## 2. Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project

The applicant should select the appropriate item from among "Not Making Application" and "Making Application".

Moreover, if the applicant selects "Making Application", it is limited to research projects that fall under "Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project" (Refer to the Application Procedures for Grants-in-Aid for Scientific Research). If he/she makes an application under the category "Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project", he/she should enter the project number of the Grant-in-Aid (continued) of which FY2021 is the final fiscal year. Moreover, he/she should be sure to fill in the necessary information in the column "items to be filled in when making research proposal submission in the fiscal year previous to the final fiscal year of the research project" of the Research Proposal Document (forms to be uploaded) he/she is preparing.

#### 3. Section Desired the Review

In "Grants-in-Aid for Scientific Research-KAKENHI-, Review Section Table" (hereinafter referred to as "Review Section Table"), please select a Broad Section (A-K) which you wish to be reviewed.

## 4. Firstly related to Medium-sized Section/Firstly related to Basic Section/Secondly related to Basic Section (This content is not converted to the PDF file.)

Please select one Medium-sized Section (01-64, 90) firstly related to the research project from the Review Section Table.

Next, please select one Basic Section (01010-90150) firstly related to the research project from the Review Section Table. Also, for Basic Section, it is possible to select optionally one more section as secondly related to Basic Section.

#### 5. Name of the Principal Investigator

The information on Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator in question should verify whether his/her name has been displayed correctly. If there is an error, please temporarily save the input data, then contact the secretariat of your research institution and follow the instructions.

#### 6. Research Institution, Academic Unit (School, Faculty, etc.) and Position of the Principal Investigator

The information on Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator should verify whether the information on his/her professional affiliation has been displayed correctly at the time he/she is preparing the Research Proposal Document. If there is an error, please temporarily save the input data, then contact the secretariat of your research institution and follow the instructions.

#### 7. Title of the Research Project

In the column "Title of Proposed Research Project", the applicant should enter a title for the proposed research project in a manner that the title specifically expresses the content of the research until the time of the completion of the research period. (The applicant should avoid general or abstract expressions.)

If there are only double-byte characters or double-byte and single-byte characters, you can enter up to 40 letters, and if there are only one-byte characters, up to 200 letters can be entered.

The applicant should keep in mind that voiced sound symbols (*dakuten*) and semivoiced sound symbols (*handakuten*) are not counted independently as one character, but that letters of the alphabet, numbers, symbols, etc. are all counted as one character and displayed as such. The applicant should avoid the use of chemical formulas and mathematical formulas as much as possible. (Display example  $Ca^{2+} \rightarrow$  input as C a 2 + (counts as 4 characters))

As a general rule, changes in the title of the research project will not be accepted.

#### 8. Research Abstract

The applicant should enter the purpose of the research project, and the methods and other matters to achieve the purpose of the research in a clear manner. It is possible to enter these in Japanese or in English.

Furthermore, it is noted that the review is to be conducted from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.

It is possible to enter up to 1000 bytes. (Double-byte characters are counted as 2 bytes and single-byte characters are counted as 1 byte).

**9.** Researchers whom the applicant wishes to avoid as persons in charge of the writing of the review comments (This content is not converted to the PDF file.)

If there are researchers whom the applicant judges that they are not appropriate persons in charge of the writing of the review comments, because they are in a competitive or antagonistic position, or because of other reasons, the applicant should enter about it in the section of the "Researchers whom the applicant wishes to avoid as persons in charge of the writing of the review comments" (optional and up to three persons for each section).

#### 10. Request for disclosure

The applicant should select the appropriate item from among "I request to be informed of comments from the reviewers: Yes" or "I request to be informed of comments from the reviewers: No", for the results ("approximate ranking per the Broad Section" and "opinions expressed in the review results") of the review, in case his/her proposed project is not selected.

* "Disclosure" of the review results will be made only to the applicant through the electronic application system (Except for the applicant, the results cannot be viewed by anyone including the person(s) belong to the research institution.).

#### 11. Contact Information of the Principal Investigator (This content is not converted to the PDF file.)

In the "Contact Information of the Principal Investigator" column, please enter information of in case that direct contact of the Principal Investigator is required (for example, the work address is not the location of the head office but the campus where the Principal Investigator (PI) actually works.).

#### 12. Project Members List

Concerning the planned research of "Scientific Research (S)" as the occasion demands, it is possible to involve the "Co-Investigator", and the "Research Collaborator" in the research. For the definitions of "Principal Investigator", "Co-Investigator", "Research Collaborator", please refer to the Application Procedures for Grants-in-Aid for Scientific Research.

In addition, the applicant should fill in the column "Project Members List" while keeping in mind the following points.

#### (1) Project Members Input (Principal Investigator)

- In the column "Distinction", it will be automatically displayed as "Principal Investigator".
- In the column "Researcher Number", "Name (Pronunciation in katakana ; Kanji etc)", "Age (as of April 1, 2021)", and "Research Institution, Academic Unit (School, Faculty, etc.), Position" of the

Principal Investigator, the information on the Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator should verify whether the information has been displayed correctly.

- In the column "Academic Degree", Principal Investigator should fill in his/her academic degree.
- In the column "Role in This Project", the Principal Investigator should fill in, how the Principal Investigator and the Co-Investigator(s) will cooperate to carry out the research, in a way that clarifies the respective connections between the researchers, and highlighting the allotment of research tasks in the research implementation plan FY2021. Principal Investigator should also enter those information of Co-Investigator.
- In the column "Research Expenditure for FY2021", the share of the grant to the Principal Investigator and the Co-Investigator(s) should be entered in units of thousand yen, based on the research plan. Principal Investigator should also enter those information of Co-Investigator.

The total amount of all the shares of the grant to each researcher should correspond to "Research Expenditure for FY2021 (Thousand Yen)" displayed in the screen. If it does not correspond, "error" is displayed on the confirmation screen after entering.

• In the column "Effort", the Principal Investigator should enter the time allocation rate (an integral number between 1 and 100), assuming that the research project for which the current application is being made would be adopted.

When determining the time allocation rate, the Principal Investigator should determine it keeping in mind the definition of "effort" by the Council for Science and Technology Policy. This definition is "the percentage of time allocation (%) necessary for the implementation of the research in question, if the entire yearly working time of the researcher is set at 100%". Moreover, the "entire working time" does not mean time spent only on research activities, but entire actual working time, including time spent on educational activities.

Moreover, when the research project for which the current application is being made is adopted, the Principal Investigator will be requested to confirm the effort anew at that time and to perform the procedure of formal application for grant delivery. If the effort is changed at that time, it is necessary to correct the effort in e-Rad before formal application for grant delivery.

#### (2) Project Members Input (Co-Investigator)

• Concerning the entry column for the Project Members List (Co-Investigator), when pressing the button "Add" on the left side of the entry screen one time for every member of the project, the edit box in which the data need to be entered is displayed.

The Principal Investigator should delete edit boxes for data entry that are not being used (when he/she entered data but finally does not use them, or when he/she did not enter data at all), by pressing the button "Delete" on the left side.

The column "Number of Project Members", displayed on the lowermost part of the screen is displayed automatically, according to the number of edit boxes for data entry.

If the number in the column "Number of Project Members" and the total number of persons for whom data have actually been entered do not correspond, "error" is displayed on the confirmation screen, the data have

been entered. Therefore, the applicant should always delete edit boxes for data in which no data has been entered.

- In the column "Distinction", it will be automatically displayed as "Co-I(s)".
- In the column "Researcher Number", "Name (Pronunciation in katakana; Kanji, etc)", "Age (as of April 1, 2021)", and "Research Institution, Academic Unit (School, Faculty, etc.), Position" of the Co-Investigator, enter the researcher number of the Co-Investigator and click on the [Search] button, his/her information will be displayed, and click [OK] button.

Since the Co-Investigator may belong to more than one research institution, please ask the Co-Investigator at first to confirm which affiliation he/she wishes to list for the application.

- In the columns "Academic Degree" and "Effort", the contents which the Co-Investigator entered in the consent process of Co-Investigator will be displayed.
- In the columns "Role in This Project" and "Research Expenditure for FY2021", the Principal Investigator should enter the contents. (Please refer to the column "(1) Project Members Input (Principal Investigator)" for the entry method).

#### [About the Consent Process of Co-Investigator]

- The consent both from Co-Investigator him/herself and his/her research institution should be given on the electronic application system to list him/her on the project members as a Co-Investigator.
- To make a request for Co-Investigators, check the checkbox at "Request" in the "Status of Consent" row and save it temporarily. The researcher registered in the field is provisionally requested to participate in the research project as a Co-Investigator. Check the checkbox again to confirm that you want to request him/her to participate in the research project.

(In addition, please contact him/her that you had made the Co-Investigator request on the system.)

- When the consent both from Co-Investigator him/herself and his/her research institution have been given, the "Status of Consent" will be changed to "Obtained the consent from the Co-Investigator" and "Obtained the consent from the institution".
- You cannot request the researcher to become a Co-Investigator whose status of consent is "Dissented by the Co-Investigator" or "Dissented by the Institution". Press [Delete] button on the left hand side of that column and delete the frame into which the data is being entered.
- When you request the researchers to become a Co-Investigator, your official request should be made based on the high probability in obtaining the consent from the Co-Investigator-to-be after surely confirming the following items with the researchers.
  - ① For this research project, the Co-Investigator has to bear responsibility for the implementation of the research project in cooperation with the Principal Investigator.
  - ② As well as the Co-Investigator understand and comply with both the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the (a), (b) and (c) below, and to receive a share of KAKENHI from the Principal Investigator and use it properly.
    - (a) The Co-Investigator has to recognize that citizens have placed trust in scientific research and that KAKENHI are funded with their tax, and you therefore have to use KAKENHI in a proper and efficient way and refrain from committing research misconduct during my research.

- (b) The Co-Investigator has to fulfil the requirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of Science The Attitude of a Conscientious Scientist –" ("For the Sound Development of Science" Editorial Committee on JSPS), by taking an e-Learning course such as the "e-Learning Course on Research Ethics [eL CoRE] or "APRIN e-learning program (eAPRIN)", or by participating in the research ethics education course conducted at his/her institution based on the "Guidelines for Responding to Misconduct in Research" (Adopted August 26, 2014 by the MEXT), prior to the formal application for grant delivery (or, in case the grant has already been delivered, by the time the "application for approval of change for the Co-Investigator" is submitted by the Principal Investigator to JSPS).
- (c) The Co-Investigator has to understand thoroughly and confirm on what the researchers should consider, in conducting of their researches, from amongst the contents of both the statement "Code of Conduct for Scientists -Revised Version-" by the Science Council of Japan and the booklet "For the Sound Development of Science -The Attitude of a Conscientious Scientist-" by the JSPS, by the time of the formal application for grant delivery of the concerned research project. (Or, by the time when the "application for approval of change of the Co-Investigator" is to be submitted to the JSPS by the Principal Investigator, in case the official grant decision thereof has been already made.)
- * Refer to the KAKENHI (Grants-in-Aid for Scientific Research) Electronic Application System Operation Manual (URL: <u>https://www-shinsei.jsps.go.jp/kaken/topkakenhi/shinsei_ka.html</u>) for the detailed information on the consent processes of the Co-Investigator such as operating environment, operating method, and so on.
- * The Co-Investigator(s)-to-be who have applied for the Scientific Research (S) input "The Status of Application and Acquisition of Research Grants" of their own in the course of the consent process. When inputting the column above, refer to the "1) The Status of Application and Acquisition of Research Grants" under "The Status of Application and Acquisition of Research Grants" input screen set forth in the Procedures for Preparing and Entering a Research Proposal Document.
- (3) Joint researchers other than Co-Investigators are called "Research Collaborators". Therefore, the applicant does not have to enter them in the Project Members List of the proposed project in question. When the applicant mention about Research Collaborator in the Research Proposal Document, if necessary, the applicant can mention them in a column where he/she explains the overall research plan, for example, in the column "Research Objectives, Research Method, etc.".

#### "Main Existing Equipment" input screen

#### 1. Main Existing Equipment

In this column, please input the existing equipment that can be used for this research project based on the Research Proposal Document (forms to be uploaded) about "Main Existing Equipment".

In addition, in case of communal use equipment or communal use with other research project, please enter the availability time per week and other explanation in the remarks. Also, please enter the calendar year in year of installation.

#### "Details of Research Expenditure and Their Necessity" input screen

#### 1. Details of Research Expenditure and Their Necessity

In this column, please input the details of each expense required for this research proposal based on the Research Proposal Document (forms to be uploaded) about "Details of Research Expenditure and Their Necessity".

In that case, please pay attention to "target expenditure (direct expense)" and "non-eligible expenditure" described below. Also, please be aware that research plan with research expenditure less than 100,000 yen in any year of the research period will not be eligible for call for proposal.

#### "Target expenditure (direct expense)"

The expenditure necessary for the implementation of the research plan (including the budget necessary for summarizing the research achievements) is eligible.

#### "Ineligible expenditure"

The following expenditures are not included in the funding:

- ① Expenditure for buildings and other facilities (excluding the expenditure for installations which became necessary because of the introduction of goods that have been purchased by means of direct expense)
- 2 Expenditure for handling accidents or disasters that occurred during the implementation of funded project
- ③ Personnel cost/Honoraria for the Principal Investigator or Co-Investigator(s)
- ④ Other expenditure which fall under indirect expense*
  - * Indirect expense is expenditure necessary for the management of the research institution and other things that arise during the implementation of the research project (corresponding with 30% of the amount of the direct expense).

The expenditure is used by the research institution. This time, it is scheduled to set up indirect expense for the research categories for which a call for proposals is organized. However, the Principal Investigator does not need to state that indirect expense in the Research Proposal Document.

Research expenditure and usage breakdown are automatically calculated from the details of each expense. In the detail column of each expenditure, the data input column is displayed by pressing the "Add" button necessary times on the left side of the input screen. For data entry fields that you do not use (if you have entered but do not use it or if you did not enter at all), please delete the data entry field by pressing the "Delete" button

on the left side. Please enter the amount in thousand yen units rounding off fractions smaller than one thousand yen. After completing the input of all the details of each expense, please click the recalculate button.

Please note the following points when entering details of each expense. However, the way to journalize each expense should be handled in accordance with such as the accounting rules of the research institutions to which you belong including but not limited to the following examples.

#### Equipment Costs

When purchasing a large number of books and/or materials, please input, to some extent, the contents of the books and/or materials to clarify what they are, such as "the books related to the Western medieval political history" (As for the books, the same way to journalize should be applied even if they were not handled as equipment.). Also, in the case of the machinery and equipment, not only enter simply with a set of something but also with its breakdown.

#### Necessity of Equipment Costs

Please enter the necessity and breakdown of the equipment costs you have inputted. For major items and expensive items, please input their reasons that their performance is necessary for research and why the existing equipment cannot be utilized. In any fiscal year of this research period, if the "equipment costs" exceeds 90% of the total research expenditure in any FY of the period, you must enter the necessity of the expenditure to carry out the research and its breakdown. In addition, in such cases as equipment were purchased by the combined use from the grants, enter into the column of unit price the amount using for this concerned research project together with mentioning to the effect that this is the combined use.

#### $\circ$ Consumables Expenses

Please enter for each product name such as chemicals, laboratory animals, glassware, etc.

#### oTravel Expenses

As for the domestic and overseas travel expenses for Principal Investigator, Co-Investigator(s), and Research Collaborators (data collection, various investigations, meetings of research, announcement of results of research, etc.), please enter the expenditures (transportation fee, accommodation fee and daily allowance), etc. for each matter.

#### Personnel Cost/Honoraria

Please enter the expenditures for each matter such as honoraria, compensation, wages and salaries to Research Collaborator(s) (postdoctoral researchers, research assistants (RA), researchers belonging to overseas research institutions, and others) who engaged in organizing materials, assisting in experiments, performing translation or proofreading, providing technical knowledge, distributing and collecting questionnaires and collecting information materials for research), and payment to temporary staff agencies. In addition, enter the status at the time of collaboration (such as project assistant professor, postdoctoral fellow, student in Doctoral course/Master's course) of the people to whom the personnel cost or honoraria to be paid if it is obvious.

(Example) Organizing materials: [breakdown: X (number of students in Doctoral courses) × Y (number of months)] = XXXX

yen. (Refer to the Application Procedures for Grants-in-Aid for Scientific Research.)

#### Miscellaneous Expenses

Except for equipment cost, consumables expenses, travel expenses, personnel cost/honoraria, please enter the expenditures to carry out the research (e.g. the costs for printing, photocopying, developing/printing, correspondence (stamps and phone calls), transport, renting or leasing the research facilities (only where the grant-aided project cannot be conducted in the facilities of the research institution), meetings (rental of the venue and meals (excluding alcohol)), equipment rental (e.g. computers, automobiles, experimental equipment), equipment repairs, transportation other than travel expenses, presentation of the research achievements (fees for contributing to the publications of academic societies, website creation, and preparation of pamphlets to publicize the research achievements, costs of PR activities disseminating research achievements to the general public, and other matters), experiment waste disposal cost, the cost of "buyout", *i.e.* someone taking over a part of the duties (other than research) of the Principal Investigator or Co-Investigator(s). (Refer to the Application Procedures for Grants-in-Aid for Scientific Research)) item by item.

Necessity of Consumable expenses, Travel Expenses, Personnel Cost/Honoraria, and Miscellaneous Expenses
Please enter the necessity and the basis of the estimation of consumable expenses, travel expenses, personnel
cost/honoraria, and miscellaneous expenses you entered. In any fiscal year of this research plan, if the "travel
expenses" or "personnel cost/honoraria" exceeds 90% of the total research expenses in any FY of the research
period and there is expenses which accounts for a particularly large proportion in "consumable expenses" or
"miscellaneous expenses", you must enter the necessity of the expenditure to carry out the research and its
breakdown.

#### "The Status of Application and Acquisition of Research Grants" input screen 1) "The Status of Application and Acquisition of Research Grants"

# The entries in this column will be referred to by the review committee in order to ensure that the grant status would not constitute a case of "unreasonable duplication and/or excessive concentration in the grant allocation"

would not constitute a case of "unreasonable duplication and/or excessive concentration in the grant allocation" so that the proposed research project can be duly carried out in parallel with other projects. Principal Investigator and Co-Investigator should input and confirm following information up to the time of current application such as (1) research grant application(s) in the review process, (2) research grant(s) adopted and to be delivered, and (3) other activities.

In addition, as for the information on the Co-Investigator, the contents which have been inputted by the Co-Investigator in the course of the consent process are displayed on the screen. Therefore the Principal-Investigator should confirm the contents which the Co-Investigator has inputted and fill in the column of the "total research expenditure for the whole research period" for the research project applied.

- This research project should be entered at the head of "(1) research grant application(s) in the review process".
- •Not only KAKENHI but also other competitive research grants (including foreign ones) should be entered in "(1) research grant application(s) in the review process" and "(2) research grant(s) adopted and to be delivered".

- There is no need to enter the fundamental research grants that are allocated so that research activities, etc. can carry out as duties within the research institution to which the researcher belongs in "(1) research grant application(s) in the review process" or "(2) research grant(s) adopted and to be delivered". The effort of the research activities and so on that utilize such grants is included in "(3) other activities". Moreover, the effort in the research project supported by a KAKENHI in which the researcher participates as Research Collaborator is included in "(3) other activities".
- If the applicant is a Research Fellowship for Young Scientists (SPD/PD/RPD/CPD) and plan to receive a Grant-in-Aid for JSPS Fellows in FY2021, please enter it in "(2) research grant(s) adopted and to be delivered". Moreover, please do not enter the Grant-in-Aid that is paid monthly by JSPS (research implementation costs).
- As for the research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project, do not enter expected amounts of the said on-going research project on which the new application is based in the "(2) research grant(s) adopted and to be delivered".

In the detail column of "(1) research grant application(s) in the review process" and "(2) research grant(s) adopted and to be delivered", the data input column is displayed by pushing the necessary number of "Add" button on the left side of the input screen. For data entry fields that you do not use (if you have entered but do not use it or if you did not enter at all), please delete the data entry field by pressing the "Delete" button on the left side.

o "Role in this Project"

Please select "PI" if the role of the researcher is a Principal Investigator or select "Co-I" if the role of the researcher is a Co-Investigator.

o "Funding Scheme, Grant Category (Funding Organization)"

In case of KAKENHI, please select the research category. For cases other than KAKENHI, please select "Other" and enter the name of the research grant and the name of the funding organization in the lower row.

o "Research Period"

Please enter the research period.

o "Title of Proposed Research Project"

Please enter the title of proposed research project.

o "Name of Principal Investigator"

If applicant select "Co-I" in the column of Role in the Project, please enter the name of the Principal Investigator (or equivalent) of the research subject.

"Research Expenditure for FY2021 (Research Expenditure for the whole period) (Unit: thousand yen)"
 Enter the amount of direct expense of research expenditure to be received and used by him/herself in FY2021 (items under application is the applied amount) in the upper row, and at the same time enter the total amount

(planned amount) to be used by him/herself during the whole period in the lower row.

If applicant select "Co-I" in the column of Role in the Project, please enter the amount of allotment (planned amount) to be received and used by himf/herself in FY2021 in the upper row, and at the same time enter the total amount of allotment (planned amount) to be used by him/herself during the whole period in the lower row. (Please enter "0" if contributions are not distributed in the respective column.)

#### o "Effort Percentage in FY2021 (%)"

Based on 100% of the total working hours for "(1) research grant application(s) in the review process", (2) research grant(s) adopted and to be delivered" and "(3) other activities" to be entered in this column, please enter the allocation rate (%) of the time required for conducting activities etc. The "total working hours" does not mean time spent only on research activities, but entire actual working time, including time spent on educational activities.

In KAKENHI, please enter "-" (hyphen) if applicant enter a research category (such as Specially Promoted Research) that can be duplicated but not adopted in duplicate.

In addition, when conducting research by the competitive research grants, please be sure to enter the effort related to the research activity. When the research project for which the current application is being made is selected, the applicant will be requested to confirm the effort anew at that time and to perform the procedure of formal application for grant delivery. If the effort is changed at that time, it is necessary to correct the effort it e-Rad before formal application for grant delivery.

 "Distinction of the research contents and reason for submission of this KAKENHI application in addition to the other projects"

Please explicitly enter the items focusing on the research grant application(s) in the review process or research grant(s) adopted and to be delivered, distinction of the research contents, and reason for submission of this KAKENHI application in addition to the other projects of the research project.

If applicant is a Principal Investigator of KAKENHI, please enter the total amount of direct expense for the whole research period including the shared amount to the Co-Investigators in this column.

#### Management of Research Proposal Document (Items to be entered in the Website) (Screenshot) [Scientific Research (S)] "Management of Research Proposal Document" screen

#### JSPS 科研費電子申請システム ヘルブ ログアウト 応募者向けメニュー(Menu for Applicant)>**研究計画調書管理(Management of Research Proposal Document)** 研究計画調書管理 Management of Research Proposal Document 提出先機関名 <u>ission Destination</u> Institution 研究課題名 Title of Research Project 研究種目名 Research Category 作成日 Date of Creation Name of Subn 令和X(20XX)年度 基盤研究(S) ABCDE大学 OOOにおける×××の研究 XXXX年XX月XX日 <注意事項> 研究計画調書は以下の応募情報を入力して作成します。 「主な現有設備」、「研究費の応募・受入等の状況」は、継続応募の場合は作成する必要がありません。 「研究課題情報」の新規・継続区分を「継続」こして保存した場合、応募情報人力のボタンが表示されなくなります。 「研究費の応募・受入等の状況」は、研究代表者、研究分担者の人数分入力が必要です。 「研究費の応募・受入等の状況」は、「研究課題情報」で入力した研究組織の研究代表者、研究分担者が表示されます。 < Note > By entering the following application information, Research Proposal Document will be created. It is not necessary to prepare "Main existing equipment", "The Status of Application and Acquisition of Research Grants" in the case of continued applications. approvements and the New proposal/Continued classification of "Research project information" as "Continued", the button for application information input will It is necessary to enter in "The Status of Application and Acquisition of Research Grants" by the number of Principial Investigator and Co-Investigator(s) (Co-I(s)). Information on Prhcipal Investigator and Co-Investigator(s) (Co-1(s)) of the Project Members List which entered in "Research project information" column is displayed in the column "The Status of Application and Acquisition of Research Grants". 処理状況 応募情報入力 Application Information Input 応募情報 Processing St atus Application Information 作成中 Creating 分担承諾未完 研究課題情報 再開 Restart Consent from Research project information the Co-Investi gator has not vet obtained. 主な現有設備 作成済 修正 Main existing equipment reated 各経費の明細及びその必要性 Details of research expenditure and their necessity 作成中 再開 Creating 未作成 Not created ye 研究費の応募・受入等の状況 応募情報入力 The Status of Application and Acquisition of Research Grants <注意事項> ・イル項目を全て登録することで、PDFを作成することができます。 ・イル項目以外の項目が未入力の状態でも、「提出確認用」の透かしの入ったPDFを作成することができます。 ・イル項目についてはWordファイルの代わりにPDFファイルを選択することも可能です。(PDFファイルは添付ファイル項目様式(Word又は本会並び 洋学省が提供する様式)を基に作成したものに限ります。) ・イル項目の頁総数に不足がある場合は、PDF変換時にエラーとなります。 ・イル項目様式の余白設定を変更すると、エラーとなる場合がありますので、余白設定は変更しないでください。 < Note > You can create a PDF file after you finish registering all forms to be uploaded. You can create a PDF watermarked as 「提出確認用」(for pre-submission revision) before you enter items other than the items in forms to be uploaded. A PDF file can be used instead of a Word file for the forms to be uploaded. (A PDF file must be created using the forms to be uploaded in accordance with the Word file or the format provided by the JSPS or the MEXT) If there is a shortage in the total number of pages of the forms to be uploaded, an error will occur during PDF conversion. Do not change the margin setting of the forms to be uploaded. Doing so may cause errors. ファイル登録/登録済みファイル ダウンロード File Registration / Registered Fil e Download 添付ファイル項目 Forms to be Uploaded ◆ 登録 Register S-11 参照 ログアウト

#### Application Information Input (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (1) "Application Information Input" screen

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Research Institution		AAA大学				
Academic Unit (School, Faculty, etc.)	社会文化科学研究科					
Position	名誉教授					
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#### Application Information Input (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (2) "Application Information Input" screen

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## Details of research expenditure and their necessity (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (1)

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## Details of research expenditure and their necessity (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (2)

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## Details of research expenditure and their necessity (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (3)

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## The Status of Application and Acquisition of Research Grants (Items to be entered in the Website) (Screenshot)

## Registration of Co-Investigators' Consent/Dissent (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (1)

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<important notes=""> <ul> <li>Once you have given your side. In case that</li> </ul></important>	your consent to the reque t you need to make modifi	est to become a Co–Invest cation, contact and reques	ることはできません。変更が必要 見が可能です。 igator, you cannot modify any co t directly the Principal Investigat nopal Investigator has complete	ntent you have agreed wit tor to conduct a return ba	fへ連絡し、差戻しの h on this system from ck process on this

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Co-Investigators' Consent/[	Dissant)>研究分组者家語·不承諾登組完了(Don sent/Dissent of Do-Investigator Registered))
Registration	of Co-Investigators' Consent/Dissent (English > Japanosa)
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<ul> <li>If the system remains</li> </ul>	arisk (*) is mandatory. ns idle for a certain period of time, a session time out may clear any information entered. Click Temporarily Save periodically to store stance, please read the frequently asked questions on the electronic application system information page.
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ame	(Kanji etc)(Family Name)応募(First Name)—郎
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Position	
Title of Research Project	2000000000
o-Investigator	Consent
For this research proje cooperation with the P I have read, understan llowing, and pledge that You have to recorn KAKENHI in a prope You have to fulfil th Science - The Attil course such as the ethics education co by the MEXT), prior of change for the C You have to unders both the statement	d and will comply with the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the I will receive my share of KAKENHI from the Principal Investigator and use it properly. ize that citizens have placed trust in scientific research and that KAKENHI are funded with their tax, and you therefore have to use and efficient way and refrain from committing research misconduct during my research. the requirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of ude of a Conscientious Scientist –"("For the Sound Development of Science" Editorial Committee on USPS), by taking an e-Learning "e-Learning Course on Research Ethics [eL CORE] or "APRIN e-learning program (eAPRIN)", or by participating in the research urse conducted at his/her institution based on the "Guidelines for Responding to Misconduct in Research" (Adopted August 26, 2014 to the formal application for grant delivery (or, in case the grant has already been delivered, by the time the "application for approval o-Investigator" is submitted by the Principal Investigator to USPS). tand thoroughy and confirm on what the researchers should consider, in conducting of their researches, from amongst the contents of "Code of Conduct for Scientists -Revised Version-" by the Science Council of Japan and the booklet "For the Sound Development."
project. (Or, by the Investigator, in case	thude of a Conscientious Scientist-" by the JSPS, by the time of the formal application for grant delivery of the concerned research time when the "application for approval of change of the Co-Investigator" is to be submitted to the JSPS by the Principal the official grant decision thereof has been already made) a a Co-Investigator, enter the "Academic Degree" of the Co-Investigator and "Effort" of the research project in r participate.
Effort(%)	* The data of effort you enter in this column will be provided to e-Rad and shown at the time of the formal application for grant delivery when the proposed research project is adopted. You can accordingly carry out the procedure to modify your effort if necessary.

## Registration of Co-Investigators' Consent/Dissent (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (3)

* Click "/ (if any fie	Add" on the left-ha		ct fields. Clic	k "De	lete" on the left-hand side of each field to delete unused fields
and/orex List, at th of Co-Inv	cessive concentration time of submission	tion in the grant allocation" so that the proposed researd on of this KAKENHI application, (1) research grant applica	h project ca ation(s) in the	n be di e revie	status would not constitute a case of "unreasonable duplication uly carried out in parallel with other projects. w process and (2) research grant(s) adopted and to be delivere Document (to be entered in the Website)" for the specific entry
1) Ress	In the "Effort Per If the applicant ha If you are particip research grants. I KAKENHI applicat The columns for t Application(s) in t make a contact w	tion in addition to the other projects." to that effect. the "Research Period", the "Title of the Research Period	to each rese search instit cific purposs fill in "Distin I" or the "Re nvestigator in	arch p ution, s (miss ction o search put th	roject, with the total annual working hours set at 100%. they should be also listed. ion) of your research institution, also enter the funded of the research contents and Reason for submission of this h Expenditure (throughout the period)" in the Research Grant re application information data. If you want to refer to, please
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leason t	for the Dissent	Number of characters entered: 0/50 * Enter within 50 characters.			
		OK Tempora	rily Save	_	Back

## FY2021 Procedures for Preparing and Entering a Research Proposal Document for "Scientific Research (A/B/C) (General)", "Early-Career Scientists" (New Proposal)

Applicants for the KAKENHI should fill in this Research Proposal Document, giving details of the research project based on the Application Procedures, and submit it to the Independent Administrative Legal Entity Japan Society for the Promotion of Science (hereinafter referred to as JSPS) prior to application. This Research Proposal Document is used as a review material at the JSPS Scientific Research Grant Committee.

The applicant should fill in the form correctly, while taking the following points into account.

When the application is adopted as a result of the review at the Scientific Research Grant Committee, a notice concerning the provisional grant decision will be issued. By the form of the formal application for grant delivery, the submission based on the notice will be done. The KAKENHI will be disbursed if the research plan, etc. are acknowledged as appropriate.

### Items to be noted

- * This Procedures for Preparing and Entering is to be used to prepare Research Proposal Document for <u>"Scientific Research A (General)</u>" reviewed by the <u>"Medium-sized Section"</u>, <u>"Scientific Research B/C (General) and "Early-Career Scientists" reviewed by the "Basic Section"</u> as "New Application" (including an application for a grant for the fiscal year before the final fiscal year of a research plan)".
- * When preparing the Research Proposal Document, the Principal Investigator should make the preparations with responsibility, in accordance with the rules set forth in the Application Procedures.
- * <u>Characters and symbols in 11-point font size or larger (10-point or larger in English)</u> should be used, considering a large number of application forms for research project will be reviewed.
- * Make sure that the title of each column is at the top of the page. Also, do not exceed the number of pages specified for each item. As a result of filling according to the instructions of each item, blank pages may be generated but in that case, do not delete them.
- * The sentences in italics on the form should be deleted but do not delete other instructions and boxes.
- * Research Proposal Document prepared in English will be accepted.
- * Before submitting, be sure to check whether the contents of the Research Proposal Document converted to the PDF file are complete (missing characters, charts, garbled characters, etc.).

### I. Research Proposal Document (items to be entered in the website)

The following items are "to be entered in the website" of the "Research Proposal Document". When preparing their applications, Principal Investigators should access the JSPS Electronic Application System for Projects Funded by KAKENHI (hereinafter referred to as "Electronic Application System") using their ID and password for the "Cross-Ministerial Research and Development Management System (e-Rad)", which has been provided by the research institution to which they belong, and directly enter their data.

The items to be entered in the website constitute the first part ("Section desired the review", "Name of Principal Investigator (PI)", etc.) and the second part ("Research Expenditures and Their Necessity", "The Status of Application and Acquisition of Research Grants") of the Research Proposal Document (PDF file) that is prepared using the Electronic Application System.

For procedures for entering items to be entered in the website, refer to the "FY2021 Procedures for Preparing and Entering a Research Proposal Document" (items to be entered in the website) ("Scientific Research (A/B/C)", "Challenging Research (Pioneering/Exploratory)", "Early-Career Scientists").

• Items to be entered in the Website (First half)

- New Proposal or Continued
- With or without Application for a Grant for the Fiscal Year before the Final Fiscal Year of a Research Plan
- Section Desired the Review
- Name of the Principal Investigator
- Position, Academic Unit (School, Faculty, etc.), and Research Institution of the Principal Investigator
- Academic Degree and Effort (*only for "Early-Career Scientists")
- Date of Ph.D. Acquisition (*only for "Early-Career Scientists")
- Application Requirements (*only for "Early-Career Scientists")
- Title of the Research Project
- Research Abstract (*only for "Scientific Research (A)")
- Request for Disclosure
- Project Members (*Except "Early-Career Scientists")

• Items to be entered in the Website (Second half)

· Research Expenditures and Their Necessity

The Status of Application and Acquisition of Research Grants

### **II.** Research Proposal Document (forms to be uploaded)

The following items are contents on the "Research Proposal Document (forms to be uploaded)". They constitute the intermediate part of the Research Proposal Document (PDF file).

The Principal Investigator should download the "Research Proposal Document (forms to be uploaded)" from the JSPS website for Grants-in-Aid for Scientific Research, and fill it in. He/She should then access the "Electronic Application System", and upload the filled-in file to the "Electronic Application System". (Files above 3 MB cannot be uploaded.)

When preparing the Overall Research Plan, the instructions given below and the instructions given in each column should be observed. The margin of style is set with upper 20 mm, lower 20 mm, left 25 mm, and right 25 mm. Do not change the setting margins because there is a risk of missing characters etc. when preparing the review material.

### (1) "Research Objectives, Research Method etc." column

In this column, the description should be given what kind of research you plan and its summary in this proposal in accordance with the instruction specified in the Research Proposal Document to be submitted this time so that the overall structure can be clarified. The summary should be given with approximately 10 lines of paragraph.

# (2) "Research Development Leading to Conception of the Present Research Proposal, etc." column

In this column, the description should be given the characteristics of the research in accordance with the instruction specified in the Research Proposal Document so that the review committee will better understand the research proposal to be submitted this time.

### (3) "Applicant's Ability to Conduct the Research and the Research Environment" column

Enter in accordance with the instruction specified in the Research Proposal Document.

The description for the "(1) applicant's hitherto research activities" should be focused on the research activities relevant to the submitted research plan to show the feasibility of the research plan. In case the Co-Investigator involves, it should be focused on the research activities relevant to the prospected roles in the research plan by the Co-Investigator.

The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed

### research.

Sufficient information should be given so that the reviewers can identify the research achievements. In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.

The research papers that can be cited are only those already published or accepted for publication.

In case that the applicants have periods during which the researches were suspended due to acquisition of maternity leave, childcare leave, care leave and so on, they may choose to write about it in this column.

### (4) "Issues Relevant to Human Right Protection and Legal Compliance" column

Enter in accordance with the instruction specified in the Research Proposal Document. If the proposed research does not fall under such categories, enter "N/A (not applicable)".

## (5) "Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project" column

If applicant is newly applying as "New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project" (*cf.* Application Procedures for Grants-in-Aid for Scientific Research), enter the each item with approximately 10 lines of paragraph in accordance with the instruction specified in the Research Proposal Document. If not, submit this form leaving the column blank without any deletion.

* When entering in the column of "Research Expenditure and Their Necessity" and "The Status of Application and Acquisition of Research Grants", refer to the "FY2021 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the website) ("Scientific Research (A/B/C)", "Challenging Research (Pioneering/Exploratory)", "Early-Career Scientists Research")".

機関番号	研究種目番号	応募区分番号	中区分	整理番号
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## 令和3(2021)年度 基盤研究(A)(一般)研究計画調書

令和XX年XX月XX日 X版

新規

研究種目	基盤研究(A)		応募区分	一般			
中区分							
研究代表者	(フリガナ)						
氏名	(漢字等)						
所属研究機関							
部局							
職							
研究課題名							
研究の要約							
	年度	研究経費			用内訳(千		7.0 //
	令和3年度	(千円)	設備備品費	消耗品費	旅費	人件費·謝金	その他
研究経費	令和4年度						
(千円未満の) 端数は切り	令和5年度						
し 捨てる 丿	令和6年度						
	令和7年度						
	総計						
開示希望の有無	審査結果の開	引示を希望す	5				
研究計画最終年	度前年度応募						

## 研究組織(研究代表者及び研究分担者)

	氏名(	年齡)	所属研究機関 部局 職	学位 役割分担	令和3年度 エフォ 研究経費 ート (千円) (%)
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研究分担者	00000000	(00)			
研究分担者	00000000	(00)			
	合計	00 名		研究経費合計	

### 1. Research Objectives, Research Method, etc.

This research proposal will be reviewed in the Medium-sized Section of the applicant's choice. In filling this application form, refer to the

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

In this column, research objectives, research method, etc. should be described within 5 pages.

A succinct summary of the research proposal should be given at the beginning.

The main text should give descriptions, in concrete and clear terms, of (1) scientific background for the proposed research, and the "key scientific question" comprising the core of the research plan, (2) the purpose, scientific significance, and originality of the research project, and (3) what will be elucidated, and to what extent and how will it be pursued during the research period.

If the proposed research project involves Co-Investigator(s) (Co-I(s)), a concrete description of the role-sharing between the Principal Investigator (PI) and the Co-I(s) should be given.

[SUMMARY]

## [MAIN TEXT]

## * Note 1:

1. Proposals submitted to the research category Scientific Research (A) will be reviewed in the pertaining Medium-sized Section of the Review Section Table. The proposal document should be prepared with consideration that it will be reviewed from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.

### * Note 2:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

Scientific Research (A) (General) 2 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

Scientific Research (A) (General) 3 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

Scientific Research (A) (General) 4 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

Scientific Research (A) (General) 5 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

**2. Research Development Leading to Conception of the Present Research Proposal, etc.** In this column, descriptions should be given within 1 page, of (1) applicant's research history leading to the conception of this research proposal and its preparation status, and (2) domestic and overseas trends related to the proposed research and the positioning of this research in the relevant field.

## **3.** Applicant's Ability to Conduct the Research and the Research Environment

In this column, descriptions of (1) applicant's hitherto research activities, and (2) research environments including research facilities and equipment, research materials, etc. relevant to the conduct of the proposed research should be given within 2 pages to show the feasibility of the research plan by the applicant (PI) (and Co-I(s), if any).

If the applicant has taken leave of absence from research activity for some period (e.g. due to maternity and/or child-care), he/she may choose to write about it in "(1) applicant's hitherto research activities".

### * Note:

- 1. The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed research.
- 2. Sufficient information should be given so that the reviewers can identify the research achievements.

In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.

- 3. The research papers that can be cited are only those already published or accepted for publication.
- 4. These notes written in italics should be deleted when filling this column.

Scientific Research (A) (General) 8 [3. Applicant's Ability to Conduct the Research and the Research Environment (continued from the previous page)]

### 4. Issues Relevant to Human Right Protection and Legal Compliance

(cf. Application Procedures for Grants-in-Aid for Scientific Research)

In case the proposed research involves such issues that require obtaining consent and/or cooperation of the third party, consideration in handling of personal information, or actions related bioethics and/or biosafety (including the laws and regulations and the guidelines in the country/region(s) where the joint international research is to be conducted), the planned measures and actions for these issues should be stated within 1 page.

This applies to research activities that would require approval by an internal or external ethical jury, such as research involving questionnaire surveys, interviews and/or behavior surveys (including personal histories and images) including personal information, handling of donated specimens, human genome analysis, recombinant DNA, and experimentation with animals.

If the proposed research does not fall under such categories, enter "N/A (not applicable)".

# 5. Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project

 (For an application that comes under this category, this column is a mandatory entry. (cf. Application Procedures for Grants-in-Aid for Scientific Research))

 In this column, the applicant should give within 1 page: (1) the relevant information on the on-going project (for which FY2021 is the final year of the research period) including the original plan at the time of application/adoption and the research accomplishment such as new knowledge acquired, and (2) the reason why he/she is submitting this new proposal for FY2021 on top of the on-going project (in terms of the development of the on-going research, necessity of new research budget, etc.). If not applicable, leave this page blank. (Do not eliminate the page.)

 Research Category
 Project Number
 Title of the Research Project
 Research Period

 FY_____ to
 FY2021

The original plan at the time of application/adoption and the research accomplishment of the ongoing project.

The reason for submission of this new proposal.

## (金額単位:千円)

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## 基盤A(一般)12-()

(金額単位	:	千円)
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## 研究費の応募・受入等の状況

(1)応募中の研究費

研究者氏名							
資金制度・研究 費名 ( 研究期間 ・配分機関等名 )	研究課題名 (研究代表者氏名)	役割	令和3年度 の研究経費 (期間全体の額)	令和3年度 エフォ - ト (%)	研究内容の相違点及び他の研究費に加えて 本応募研究課題に応募する理由 (科研費の研究代表者の場合は、研究期間全体の受入額)		
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			(11)				
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			(千円)				

## (2)受入予定の研究費

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・配分機関等名)	(研究代表者氏名)	割	(期間全体の額)	(%)	本の身切え床超にの男子を注 (科研費の研究代表者の場合は、研究期間全体の受入額)
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(3)その他の	 D活動		(千円)		

機関番号	研究種目番号	応募区分番号	小区分	整理番号
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## 令和3(2021)年度 基盤研究(B)(一般)研究計画調書

令和XX年XX月XX日 1版

新規

研究種目	基盤研究(B)		応募区分	一般				
小区分								
研究代表者	(フリガナ)							
氏名	(漢字等)							
所属研究機関								
部局								
雦								
研究課題名								
	6- m	研究経費	研究経費 使用内訳(千円)					
	年度	(千円)	設備備品費	消耗品費	旅費	人件費·謝金	その他	
	令和3年度							
研 究 経 費 (千円未満の)	令和4年度							
│ 端数は切り │	令和5年度							
└ 捨てる 丿	令和6年度							
	令和7年度							
	総計							
開示希望の有無	審査結果の開	示を希望す	3					
研究計画最終年	<b>府前午府内首</b>							

## 研究組織(研究代表者及び研究分担者)

	氏名(年齢)		所属研究機関 部局 職	学位 役割分担	令和3年度 エフォ 研究経費 ート (千円) (%)
研究代表者	00000000	(00)			
研究分担者	00000000	(00)			
研究分担者	00000000	(00)			
	合計	00 名		研究経費合計	

## Scientific Research (B) (General) 1

### 1. Research Objectives, Research Method, etc.

This research proposal will be reviewed in the Basic Section of the applicant's choice. In filling this application form, refer to the

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

In this column, research objectives, research method, etc. should be described within 4 pages.

A succinct summary of the research proposal should be given at the beginning.

The main text should give descriptions, in concrete and clear terms, of (1) scientific background for the proposed research, and the "key scientific question" comprising the core of the research plan, (2) the purpose, scientific significance, and originality of the research project, and (3) what will be elucidated, and to what extent and how will it be pursued during the research period.

If the proposed research project involves Co-Investigator(s) (Co-I(s)), a concrete description of the role-sharing between the Principal Investigator (PI) and the Co-I(s) should be given.

[SUMMARY]

## [MAIN TEXT]

### * Notes:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

Scientific Research (B) (General) 2 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

Scientific Research (B) (General) 3 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

Scientific Research (B) (General) 4 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

**2. Research Development Leading to Conception of the Present Research Proposal, etc.** In this column, descriptions should be given within 1 page, of (1) applicant's research history leading to the conception of this research proposal and its preparation status, and (2) domestic and overseas trends related to the proposed research and the positioning of this research in the relevant field.

## **3.** Applicant's Ability to Conduct the Research and the Research Environment

In this column, descriptions of (1) applicant's hitherto research activities, and (2) research environments including research facilities and equipment, research materials, etc. relevant to the conduct of the proposed research should be given within 2 pages to show the feasibility of the research plan by the applicant (PI) (and Co-I(s), if any).

If the applicant has taken leave of absence from research activity for some period (e.g. due to maternity and/or child-care), he/she may choose to write about it in "(1) applicant's hitherto research activities".

## * Note:

- 1. The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed research.
- 2. Sufficient information should be given so that the reviewers can identify the research achievements.

In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.

- 3. The research papers that can be cited are only those already published or accepted for publication.
- 4. These notes written in italics should be deleted when filling this column.

Scientific Research (B) (General) 7 [3. Applicant's Ability to Conduct the Research and the Research Environment (continued from the previous page)]

#### 4. Issues Relevant to Human Right Protection and Legal Compliance

(cf. Application Procedures for Grants-in-Aid for Scientific Research)

In case the proposed research involves such issues that require obtaining consent and/or cooperation of the third party, consideration in handling of personal information, or actions related bioethics and/or biosafety (including the laws and regulations and the guidelines in the country/region(s) where the joint international research is to be conducted), the planned measures and actions for these issues should be stated within 1 page.

This applies to research activities that would require approval by an internal or external ethical jury, such as research involving questionnaire surveys, interviews and/or behavior surveys (including personal histories and images) including personal information, handling of donated specimens, human genome analysis, recombinant DNA, and experimentation with animals.

If the proposed research does not fall under such categories, enter "N/A (not applicable)".

# 5. Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project

 (For an application that comes under this category, this column is a mandatory entry. (cf. Application Procedures for Grants-in-Aid for Scientific Research))

 In this column, the applicant should give within 1 page: (1) the relevant information on the on-going project (for which FY2021 is the final year of the research period) including the original plan at the time of application/adoption and the research accomplishment such as new knowledge acquired, and (2) the reason why he/she is submitting this new proposal for FY2021 on top of the on-going project (in terms of the development of the on-going research, necessity of new research budget, etc.). If not applicable, leave this page blank. (Do not eliminate the page.)

 Research Category
 Project Number
 Title of the Research Project
 Research Period

Research Category	Number	The of the Research Troject	Period
			FYto FY2021

The original plan at the time of application/adoption and the research accomplishment of the ongoing project.

The reason for submission of this new proposal.

ケ西	設備備品費の明細	消耗品費の明細					
年度	品名・仕様	設置機関	数量	単価	金額	事項	金額
• =							
設備	備品費、消耗品費の必要性						

# 基盤研究(B)(一般)11-()

(金額単位:千円)

<b>_</b>	国内旅費の明細		外国旅費の明細		人件費・謝金の明	月細	その他の明細	
年度	事項	金額	事項	金額	事項	金額	事項	金額
								+
旅費	、人件費・謝金、	その他の	)必要性					

### 研究費の応募・受入等の状況

(1)応募中の研究費

研究者氏名					
資金制度・研究 費名(研究期間 ・配分機関等名)	研究課題名 (研究代表者氏名)	役割	令和3年度 の研究経費 (期間全体の額)	令和3年度 エフォ - ト (%)	研究内容の相違点及び他の研究費に加えて 本応募研究課題に応募する理由 (科研費の研究代表者の場合は、研究期間全体の受入額
			(千円)		
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			(千円)		

## (2)受入予定の研究費

基盤研究(B)(一般)12-()

資金制度・研究 費名(研究期間	研究課題名	役	の研究経費	令和3年度 エフォ - ト	
・配分機関等名)	(研究代表者氏名)	割	(期間全体の額)	(%)	(科研費の研究代表者の場合は、研究期間全体の受入額)
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			(千円)		
(3)その他の			,		
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機関番号	研究種目番号	応募区分番号	小区分	整理番号
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# 令和3(2021)年度 基盤研究(C)(一般)研究計画調書

令和XX年XX月XX日 1版

新規

研究種目	基盤研究(C)		応募区分	一般			
小区分							
研究代表者	(フリガナ)						
氏名	(漢字等)						
所属研究機関							
部局							
職							
研究課題名							
	<b>/~ #</b>	研究経費		使用	用内訳(千F	ዓ)	
	年度	研究経 <b>費</b> (千円)			用内訳(千F 旅費	9) 人件費・謝金	その他
	年度 令和3年度		設備備品費				その他
研究経費			設備備品費				その他
(千円未満の) 端数は切り	令和3年度		設備備品費				その他
(千円未満の)	令和3年度 令和4年度		設備備品費				その他
(千円未満の) 端数は切り	令和3年度 令和4年度 令和5年度		設備備品費				その他
(千円未満の) 端数は切り	令和3年度 令和4年度 令和5年度 令和6年度		設備備品費				その他
(千円未満の) 端数は切り	令和3年度 令和4年度 令和5年度 令和6年度 令和7年度	(千円)					その他

### 研究組織(研究代表者及び研究分担者)

	氏名(:	年齢)	所 <b>属</b> 研究機関 部局 職	学位 役割分担	研究経費  ·	ニフォ ート (%)
研究代表者	0000000	(00)				(,
研究分担者	00000000	(00)				
研究分担者	0000000	(00)				
	合計	00 名		研究経費合計		

#### 1. Research Objectives, Research Method, etc.

This research proposal will be reviewed in the Basic Section of the applicant's choice. In filling this application form, refer to the

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

In this column, research objectives, research method, etc. should be described within 3 pages.

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The main text should give descriptions, in concrete and clear terms, of (1) scientific background for the proposed research, and the "key scientific question" comprising the core of the research plan, (2) the purpose, scientific significance, and originality of the research project, and (3) what will be elucidated, and to what extent and how will it be pursued during the research period.

If the proposed research project involves Co-Investigator(s) (Co-I(s)), a concrete description of the role-sharing between the Principal Investigator (PI) and the Co-I(s) should be given.

[SUMMARY]

### [MAIN TEXT]

### * Notes:

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- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

Scientific Research (C) (General) 2 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

Scientific Research (C) (General) 3 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

**2. Research Development Leading to Conception of the Present Research Proposal, etc.** In this column, descriptions should be given within 1 page, of (1) applicant's research history leading to the conception of this research proposal and its preparation status, and (2) domestic and overseas trends related to the proposed research and the positioning of this research in the relevant field.

### 3. Applicant's Ability to Conduct the Research and the Research Environment

In this column, descriptions of (1) applicant's hitherto research activities, and (2) research environments including research facilities and equipment, research materials, etc. relevant to the conduct of the proposed research should be given within 2 pages to show the feasibility of the research plan by the applicant (PI) (and Co-I(s), if any).

If the applicant has taken leave of absence from research activity for some period (e.g. due to maternity and/or child-care), he/she may choose to write about it in "(1) applicant's hitherto research activities".

* Note:

- 1. The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed research.
- 2. Sufficient information should be given so that the reviewers can identify the research achievements.

In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.

- 3. The research papers that can be cited are only those already published or accepted for publication.
- 4. These notes written in italics should be deleted when filling this column.

Scientific Research (C) (General) 6 [3. Applicant's Ability to Conduct the Research and the Research Environment (continued from the previous page)]

### 4. Issues Relevant to Human Right Protection and Legal Compliance

(cf. Application Procedures for Grants-in-Aid for Scientific Research)

In case the proposed research involves such issues that require obtaining consent and/or cooperation of the third party, consideration in handling of personal information, or actions related bioethics and/or biosafety (including the laws and regulations and the guidelines in the country/region(s) where the joint international research is to be conducted), the planned measures and actions for these issues should be stated within 1 page.

This applies to research activities that would require approval by an internal or external ethical jury, such as research involving questionnaire surveys, interviews and/or behavior surveys (including personal histories and images) including personal information, handling of donated specimens, human genome analysis, recombinant DNA, and experimentation with animals. If the proposed research does not fall under such categories, enter "N/A (not applicable)".

# 5. Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project

 (For an application that comes under this category, this column is a mandatory entry. (cf. Application Procedures for Grants-in-Aid for Scientific Research))

 In this column, the applicant should give within 1 page: (1) the relevant information on the on-going project (for which FY2021 is the final year of the research period) including the original plan at the time of application/adoption and the research accomplishment such as new knowledge acquired, and (2) the reason why he/she is submitting this new proposal for FY2021 on top of the on-going project (in terms of the development of the on-going research, necessity of new research budget, etc.). If not applicable, leave this page blank. (Do not eliminate the page.)

 Research
 Title of the Research Project

Research Category	Number	Title of the Research Project	Period
			FYto FY2021

The original plan at the time of application/adoption and the research accomplishment of the ongoing project.

The reason for submission of this new proposal.

### (金額単位:千円)

FR       品名・仕様       设置機関       数量       単価       金額       事項       会額	┢┲╺╧╾	設備備品費の明細	費の明細								
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		南山東、市北山東の少安に									

## 基盤研究(C)(一般)10-()

## (金額単位:千円)

<u> </u>	国内旅費の明細		外国旅費の明細		人件費・謝金の明	月細	その他の明細	
年度	事項	金額	事項	金額	事項	金額	事項	金額
								<u> </u>
旅費	、人件費・謝金、	その他の	必要性					

### 研究費の応募・受入等の状況

(1)応募中の研究費

研究者氏名					
資金制度・研究 費名(研究期間 ・配分機関等名)	研究課題名 (研究代表者氏名)	役割		令和3年度 エフォ - ト (%)	研究内容の相違点及び他の研究費に加えて 本応募研究課題に応募する理由 (科研費の研究代表者の場合は、研究期間全体の受入額
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			(千円)		

## (2)受入予定の研究費

基盤研究(C)(一般)11-()

資金制度・研究 費名(研究期間	研究課題名	役		令和3年度 エフォ - ト	
・配分機関等名)	(研究代表者氏名)	割	(期間全体の額)	(%)	(科研費の研究代表者の場合は、研究期間全体の受入額)
			(千円)		
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			(11)		
			(千円)		
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			, <u> </u>		
			(千円)		
(3)その他	の活動				
合	計			(%)	

機関番号	研究種目番号	応募区分番号	小区分	整理番号
00000	00	-	00000	0000

# 令和3(2021)年度 若手研究 研究計画調書

令和XX年XX月XX日 版

新規

			1				
研究種目	若手研究						
小区分							
研究代表者	(フリガナ)						
氏名	(漢字等)						
所属研究機関							
部局							
職							
学位							
エフォート			博士号	取得年月日			
応募要件							
研究課題名							
	左曲	研究経費		使用	内訳(千	ግ)	
	年度	(千円)	設備備品費	消耗品費	旅費	人件費·謝金	その他
	令和3年度						
研究経費	令和4年度						
「 千円未満の   端数は切り	令和5年度						
捨てる	令和6年度						
	令和7年度						
	総計						
開示希望の有無	審査結果の開	示を希望す	3				

### 1. Research Objectives, Research Method, etc.

This research proposal will be reviewed in the Basic Section of the applicant's choice. In filling this application form, refer to the Application Procedures for Grants-in-Aid for Scientific Research-KAKENHI-.

In this column, research objectives, research method, etc. should be described within 3 pages.

A succinct summary of the research proposal should be given at the beginning.

The main text should give descriptions, in concrete and clear terms, of (1) scientific background for the proposed research, and the "key scientific question" comprising the core of the research plan, (2) the purpose, scientific significance, and originality of the research project, and (3) what will be elucidated, and to what extent and how will it be pursued during the research period.

[SUMMARY]

### [MAIN TEXT]

* Notes:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

## Early-Career Scientists 2

[1. Research Objectives, Research Method, etc. (continued from the previous page)]

Early-Career Scientists 3 [1. Research Objectives, Research Method, etc. (continued from the previous page)]

**2. Research Development Leading to Conception of the Present Research Proposal, etc.** In this column, descriptions should be given within 1 page, of (1) applicant's research history leading to the conception of this research proposal and its preparation status, and (2) domestic and overseas trends related to the proposed research and the positioning of this research in the relevant field.

### 3. Applicant's Ability to Conduct the Research and the Research Environment

In this column, descriptions of (1) applicant's hitherto research activities, and (2) research environments including research facilities and equipment, research materials, etc. relevant to the conduct of the proposed research should be given within 2 pages to show the feasibility of the research plan by the applicant (Principal Investigator).

If the applicant has taken leave of absence from research activity for some period (e.g. due to maternity and/or child-care), he/she may choose to write about it in "(1) applicant's hitherto research activities".

### * Note:

- 1. The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed research.
- 2. Sufficient information should be given so that the reviewers can identify the research achievements.

In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.

- 3. The research papers that can be cited are only those already published or accepted for publication.
- 4. These notes written in italics should be deleted when filling this column.

[3. Applicant's Ability to Conduct the Research and the Research Environment (continued from the previous page)]

### 4. Issues Relevant to Human Right Protection and Legal Compliance

(cf. Application Procedures for Grants-in-Aid for Scientific Research)

In case the proposed research involves such issues that require obtaining consent and/or cooperation of the third party, consideration in handling of personal information, or actions related bioethics and/or biosafety (including the laws and regulations and the guidelines in the country/region(s) where the joint international research is to be conducted), the planned measures and actions for these issues should be stated within 1 page.

This applies to research activities that would require approval by an internal or external ethical jury, such as research involving questionnaire surveys, interviews and/or behavior surveys (including personal histories and images) including personal information, handling of donated specimens, human genome analysis, recombinant DNA, and experimentation with animals.

If the proposed research does not fall under such categories, enter "N/A (not applicable)".

品名・仕様	設置機関	数量	334 / 782		1	1
		<b>XX</b>	単価	金額	事項	金額
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<b>開加員、 月秋加夏</b> の必安性						
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## 若手研究9-()

## (金額単位:千円)

۲.	国内旅費の明細		外国旅費の明細		人件費・謝金の明	細	その他の明細		
年度	事項	金額	事項	金額	事項	金額	事項	金額	
<u> </u>									
旅費	、人件費・謝金、	その他の	必要性						

### 研究費の応募・受入等の状況

(1)応募中の研究費

研究者氏名					
資金制度・研究 費名(研究期間 ・配分機関等名)	研究課題名 (研究代表者氏名)	役割	令和3年度 の研究経費 (期間全体の額)	令和3年度 エフォ - ト (%)	
			(千円)		
			(千円)		
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## (2)受入予定の研究費

資金制度・研究 費名 (研究期間 ・配分機関等名)	研究課題名 (研究代表者氏名)	役割		令和3年度 エフォ - ト (%)	研究内容の相違点及び他の研究費に加えて 本応募研究課題に応募する理由 (科研費の研究代表者の場合は、研究期間全体の受入額)
			(千円)		
			(千円)		
			(千円)		
			(千円)		
			([])		
			(千円)		
(3)その他の					
슴 :	i <del>1</del>			(%)	

### **FY2021** Procedures for Preparing and Entering a Research Proposal Document for "Challenging Research (Pioneering)" (New Proposal)

Applicants for the KAKENHI should fill in this Research Proposal Document, giving details of the research project based on the Application Procedures, and submit it to the Independent Administrative Legal Entity Japan Society for the Promotion of Science (hereinafter referred to as JSPS) prior to application. This Research Proposal Document is used as a review material at the JSPS Scientific Research Grant Committee.

The applicant should fill in the form correctly, while taking the following points into account.

When the application is adopted as a result of the review at the Scientific Research Grant Committee, a notice concerning the provisional grant decision will be issued. By the form of the formal application for grant delivery, the submission based on the notice will be done. The KAKENHI will be disbursed if the research plan, etc. are acknowledged as appropriate.

#### Items to be noted

- * This Procedures for Preparing and Entering is to be used to prepare Research Proposal Document for <u>"Challenging Research (Pioneering)" reviewed by the "Medium-sized</u> <u>Section"</u> as "New Application".
- * When preparing the Research Proposal Document, the Principal Investigator should make the preparations with responsibility, in accordance with the rules set forth in the Application Procedures.
- * <u>Characters and symbols in 11-point font size or larger (10-point or larger in English)</u> should be used, considering a large number of application forms for research project will be reviewed.
- * Make sure that the title of each column is at the top of the page. Also, do not exceed the number of pages specified for each item. As a result of filling according to the instructions of each item, blank pages may be generated but in that case, do not delete them.
- * The sentences in italics on the form should be deleted but do not delete other instructions and boxes.
- * Research Proposal Document prepared in English will be accepted.
- * Before submitting, be sure to check whether the contents of the Research Proposal Document converted to the PDF file are complete (missing characters, charts, garbled characters, etc.).

#### I. Research Proposal Document (items to be entered in the website)

The following items are "to be entered in the website" of the "Research Proposal Document". When preparing their applications, Principal Investigators should access the JSPS Electronic Application System for Projects Funded by KAKENHI (hereinafter referred to as "Electronic Application System") using their ID and password for the "Cross-Ministerial Research and Development Management System (e-Rad)", which has been provided by the research institution to which they belong, and directly enter their data.

The items to be entered in the website constitute the first part ("Section desired the review", "Name of Principal Investigator (PI)", etc.) and the second part ("Research Expenditures and Their Necessity", "The Status of Application and Acquisition of Research Grants") of the Research Proposal Document (PDF file) that is prepared using the Electronic Application System.

For procedures for entering items to be entered in the website, refer to the "FY2021 Procedures for Preparing and Entering a Research Proposal Document" (items to be entered in the website) ("Scientific Research (A/B/C)", "Challenging Research (Pioneering/Exploratory)", "Early-Career Scientists").

• Items to be entered in the Website (First half)

- New Proposal or Continued
- Section Desired the Review
- Name of the Principal Investigator
- Position, Academic Unit (School, Faculty, etc.), and Research Institution of the Principal Investigator
- Title of the Research Project
- Research Abstract
- Request for Disclosure
- · Project Members

• Items to be entered in the Website (Second half)

- Research Expenditures and Their Necessity
- · The Status of Application and Acquisition of Research Grants

#### II. Research Proposal Document (forms to be uploaded)

As for this research category, two kinds of form need to be prepared, which are the [Form S-41-1] constitute of the "Research Proposal Document (Outline)" and the [Form S-41-2]

constitute of the "Research Proposal Document (Main body)"

The Principal Investigator should download the "Research Proposal Document (forms to be uploaded)" from the JSPS website for Grants-in-Aid for Scientific Research, and fill it in. He/She should then access the "Electronic Application System", and upload the filled-in file to the "Electronic Application System". (Files above 3 MB cannot be uploaded.)

When preparing the Overall Research Plan, the instructions given below and the instructions given in each column should be observed. The margin of style is set with upper 20 mm, lower 20 mm, left 25 mm, and right 25 mm. Do not change the setting margins because there is a risk of missing characters etc. when preparing the review material.

#### 1. [Form S-41-1]

#### · "Outline of Research Proposal Document" column

In this column, the description should be given in accordance with the instruction specified in the Research Proposal Document. In this research category, the preliminary screening will be conducted only by the "Research Proposal Document (Outline)" which is made up by adding the first half of the Research Proposal Document (items to be entered in the Website) to this form. (Preliminary screening will not be conducted if the number of application is small). It is necessary to prepare this form and the [Form S-41-2] separately since this form is unable to be referred in the document review and the panel review. For example, the necessary figures should be drawn on each form separately since the figures on this form are unable to be cited on the [Form S-41-2].

### 2. [Form S-41-2]

This form constitutes a middle part of the Research Proposal Document (Main body) in the PDF file.

 "Research Objectives and Research Method", "Significance as Challenging Research (Reason for applying for this research category)", "Applicant's Ability to Conduct the Research" column

In this column, the description should be given in accordance with the instruction specified in the Research Proposal Document.

The "Applicant's Ability to Conduct the Research" column does not require you to describe the details of research achievements (research papers, books, patents, invited talks, etc.) exhaustively. On citing papers etc. as necessary, for example, in the case of an article, fill in the information

such as the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article so that the reviewers can identify the paper.

#### (2) "Issues Relevant to Human Right Protection and Legal Compliance" column

Enter in accordance with the instruction specified in the Research Proposal Document. If the proposed research does not fall under such categories, enter "N/A (not applicable)".

* When entering in the column of "Research Expenditure and Their Necessity" and "The Status of Application and Acquisition of Research Grants", refer to the "FY2021 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the website) ("Scientific Research (A/B/C)", "Challenging Research (Pioneering/Exploratory)", "Early-Career Scientists Research")".

機関番号	研究種目番号	応募区分番号	中区分	整理番号	
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# 令和3(2021)年度 挑戦的研究(開拓) 研究計画調書

令和XX年XX月XX日 X版

新規

			l				
研究種目	挑戦的研究(	開拓)					
中区分							
研究代表者	(フリガナ)						
氏名	(漢字等)						
所属研究機関							
部局							
職							
研究課題名							
研究の要約							
	左由	研究経費	使用内訳(千円)				
	年度	(千円)	設備備品費	消耗品費	旅費	人件費·謝金	その他
	令和3年度						
777	令和4年度						
研究経費 「千円未満の」	令和5年度						
は数は切り 捨てる	令和6年度						
	令和7年度						
	令和8年度						
	総計						

# 研究組織(研究代表者及び研究分担者)

	氏名(年	₣虧)	所属研究機関 部局 職	学位 役割分担	令和3年度 研究経費 (千円)	エフォ ート (%)	
研究代表者	0000000	(00)					
研究分担者	0000000	(00)					
研究分担者	0000000	(00)					
	合計	00 名		研究経費合計			

#### **Outline of Research Proposal Document**

In this column, a succinct summary should be described within 2 pages concerning "1. Research Objectives and Research Method", "2. Significance as Challenging Research (Reason for applying for this research category)", and "3. Applicant's Ability to Conduct the Research" written in the research proposal document.

* In this research category, the preliminary screening will be conducted only by the "Research Proposal Document (Outline)" which is made up by adding the first half of the Research Proposal Document (items to be entered in the Website) to this column (Preliminary screening will not be conducted if the number of application is small). Take note that this form is unable to be referred at the document review and the panel review.

#### * Note 1:

- 1. This research category calls for a challenging research with the potential of radically transforming the existing research framework and/or changing the research direction. Make sure that your research plan is consistent with the purpose of the research category.
- 2. Proposals submitted to the research category Challenging Research (Pioneering) will be reviewed in the pertaining Medium-sized Section of the Review Section Table. The proposal document should be prepared with consideration that it will be reviewed from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.
- 3. In the research category Challenging Research (Pioneering), the preliminary screening will be conducted only by the "Research Proposal Document (Outline)" which is made up by adding the first half of the Research Proposal Document (items to be entered in the Website) to the form ("Outline of Research Proposal Document" column) (Preliminary screening will not be conducted if the number of application is small). Take note that this form is unable to be referred at the document review and the panel review.

### * Note 2:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

Challenging Research (Pioneering) (Outline) 2 [Outline of Research Proposal Document (continued from the previous page)]

機関番号	研究種目番号	応募区分番号	中区分	整理番号	
0000	00	-	00	0000	

# 令和3(2021)年度 挑戦的研究(開拓) 研究計画調書

令和XX年XX月XX日 X版

新規

研究種目	挑戦的研究(	開拓)					
中区分							
ቸውፓ							
研究代表者	(フリガナ)						
氏名	(漢字等)						
所属研究機関							
部局							
職							
研究課題名							
研究の要約							
	年度	研究経費			目内訳 (千円		ての供
	令和3年度	(千円)	設備備品費	消耗品費	旅費	人件費·謝金	その他
	令和4年度						
研究経費 「千円未満の」	令和5年度						
	令和6年度						
	令和7年度						
	令和8年度						
	総計						
開示希望の有無	審査結果の関	<b>乳示を希望</b> で	する				

# 研究組織(研究代表者及び研究分担者)

	氏名 (	年齡)	所属研究機関 部局 職	学位 役割分担	令和3年度 研究経費 (千円) (%)
研究代表者	00000000	(00)			
研究分担者	0000000	(00)			
研究分担者	0000000	(00)			
	合計	00 名		研究経費合計	

## **Challenging Research (Pioneering) 1**

#### 1. Research Objectives and Research Method

<u>This research category is reviewed by the Medium-sized Section of the Review Section Table. Please note that your Research</u> <u>Proposal Document is reviewed by review committee in a wide range of fields from a multilateral perspective.</u>

In this column, describe the following points focused on concretely and clearly within 3 pages.

2. Research Method that the objective can be achieved (including each role of Researchers in Project Members List and Research Collaborators).

#### * Note 1:

- 1. This research category calls for a challenging research with the potential of radically transforming the existing research framework and/or changing the research direction. Make sure that your research plan is consistent with the purpose of the research category.
- 2. Proposals submitted to the research category Challenging Research (Pioneering) will be reviewed in the pertaining Medium-sized Section of the Review Section Table. The proposal document should be prepared with consideration that it will be reviewed from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.
- 3. In the research category Challenging Research (Pioneering), the preliminary screening will be conducted only by the "Research Proposal Document (Outline)" which is made up by adding the first half of the Research Proposal Document (items to be entered in the Website) to the form S-41-1 ("Outline of Research Proposal Document" column) (Preliminary screening will not be conducted if the number of application is small).
- 4. <u>It is necessary to prepare the form S-41-1 ("Outline of Research Proposal Document" column)</u> <u>and this form separately</u> since the form S-41-1 ("Outline of Research Proposal Document" column) is unable to be referred in the document review and the panel review. For example, the necessary figures should be drawn on each form separately since the figures on the form S-41-1 ("Outline of Research Proposal Document" column) are unable to be cited on this form.

#### * Note 2:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

^{1.} Objectives of this research

^{3.} Status on the current research environment such as research facilities, equipment, research materials, etc. used to implement this research (In the case that the research environment changes greatly due to transfer or retirement during the research period, securing place and implementation method etc. should be described.

Challenging Research (Pioneering) 2 [1. Research Objectives and Research Method (continued from the previous page)]

Challenging Research (Pioneering) 3 [1. Research Objectives and Research Method (continued from the previous page)]

### 2. Significance as Challenging Research (Reason for applying for this research category)

This research category calls for a challenging research with the potential of radically transforming the existing research framework and/or changing the research direction.

- In this column, describe the following points within 1 page.
- 1. Applicant's research background and history leading to the conception of this research proposal based on applicant's hitherto research activities
- 2. Based on the current research situation, what significance does this research concept have as a challenging research

#### 3. Applicant's Ability to Conduct the Research

In this column, describe the concrete contents of applicant's hitherto research activities etc. within 1 page to show applicant's ability to conduct the proposed research. If necessary, applicant may include those not directly related to proposed research.

#### * Note:

- 1. The description in this column does not require you to describe the details of research achievements (research papers, books, patents, invited talks, etc.) exhaustively. On citing papers etc. as necessary, for example, in the case of an article, fill in the information such as the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article so that the reviewers can identify the paper.
- 2. These notes written in italics should be deleted when filling this column.

#### 4. Issues Relevant to Human Right Protection and Legal Compliance

(cf. Application Procedures for Grants-in-Aid for Scientific Research)

In case the proposed research involves such issues that require obtaining consent and/or cooperation of the third party, consideration in handling of personal information, or actions related bioethics and/or biosafety (including the laws and regulations and the guidelines in the country/region(s) where the joint international research is to be conducted), the planned measures and actions for these issues should be stated within 1 page.

This applies to research activities that would require approval by an internal or external ethical jury, such as research involving questionnaire surveys, interviews and/or behavior surveys (including personal histories and images) including personal information, handling of donated specimens, human genome analysis, recombinant DNA, and experimentation with animals. If the proposed research does not fall under such categories, enter "N/A (not applicable)".

# (金額単位:千円)

左吏	設備備品費の明細					消耗品費の明細		
年度	品名・仕様	設置機関	数量	単価	金額	事項	金額	
設備	備品費、消耗品費の必要性	·		·	·	ı	<u>.                                    </u>	
-								

# 挑戦的研究(開拓)8-() (金額単位:千円)

	国内旅費の明細		外国旅費の明細		人件費・謝金の明	細	その他の明細		
年度	事項	金額	事項	金額	事項	金額	事項	金額	
						-			
<b> </b>									
旅費	、人件費・謝金、	、その他の	必要性						

# 研究費の応募・受入等の状況

(1)応募中の研究費

研究者氏名					
資金制度・研究 費名 ( 研究期間 ・配分機関等名 )	研究課題名 (研究代表者氏名)	役割	令和3年度 の研究経費 (期間全体の額)	令和3年度 エフォ - ト (%)	
			(千円)		
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			(千円)		
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			(千円)		
			/~~~		
			(千円)		

# (2)受入予定の研究費

資金制度・研究	で正の研究貿	ም	令和3年度	令和3年度	研究内容の相違点及び他の研究費に加えて
<ul><li>費名(研究期間</li><li>・配分機関等名)</li></ul>	研究課題名 (研究代表者氏名)	役割	の研究経費	エフォ - ト (%)	本応募研究課題に応募する理由 (科研費の研究代表者の場合は、研究期間全体の受入額)
* 配力慌误守石 /			(州町王平の領)	(%)	(科研員の研究に祝自の場合は、研究期間主体の文八額)
			(千円)		
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			(千円)		
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			(千円)		· · · · · · · · · · · · · · · · · · ·
(3)その	他の活動				
合	計			(%)	
				」 ( ¹ 1)	

## **FY2021** Procedures for Preparing and Entering a Research Proposal Document for "Challenging Research (Exploratory)" (New Proposal)

Applicants for the KAKENHI should fill in this Research Proposal Document, giving details of the research project based on the Application Procedures, and submit it to the Independent Administrative Legal Entity Japan Society for the Promotion of Science (hereinafter referred to as JSPS) prior to application. This Research Proposal Document is used as a review material at the JSPS Scientific Research Grant Committee.

The applicant should fill in the form correctly, while taking the following points into account.

When the application is adopted as a result of the review at the Scientific Research Grant Committee, a notice concerning the provisional grant decision will be issued. By the form of the formal application for grant delivery, the submission based on the notice will be done. The KAKENHI will be disbursed if the research plan, etc. are acknowledged as appropriate.

#### Items to be noted

- * This Procedures for Preparing and Entering is to be used to prepare Research Proposal Document for <u>"Challenging Research (Exploratory)" reviewed by the "Medium-sized</u> <u>Section"</u> as "New Application".
- * When preparing the Research Proposal Document, the Principal Investigator should make the preparations with responsibility, in accordance with the rules set forth in the Application Procedures.
- * <u>Characters and symbols in 11-point font size or larger (10-point or larger in English)</u> should be used, considering a large number of application forms for research project will be reviewed.
- * Make sure that the title of each column is at the top of the page. Also, do not exceed the number of pages specified for each item. As a result of filling according to the instructions of each item, blank pages may be generated but in that case, do not delete them.
- * The sentences in italics on the form should be deleted but do not delete other instructions and boxes.
- * Research Proposal Document prepared in English will be accepted.
- * Before submitting, be sure to check whether the contents of the Research Proposal Document converted to the PDF file are complete (missing characters, charts, garbled characters, etc.).

#### I. Research Proposal Document (items to be entered in the website)

The following items are "to be entered in the website" of the "Research Proposal Document". When preparing their applications, Principal Investigators should access the JSPS Electronic Application System for Projects Funded by KAKENHI (hereinafter referred to as "Electronic Application System") using their ID and password for the "Cross-Ministerial Research and Development Management System (e-Rad)", which has been provided by the research institution to which they belong, and directly enter their data.

The items to be entered in the website constitute the first part ("Section desired the review", "Name of Principal Investigator (PI)", etc.) and the second part ("Research Expenditures and Their Necessity", "The Status of Application and Acquisition of Research Grants") of the Research Proposal Document (PDF file) that is prepared using the Electronic Application System.

For procedures for entering items to be entered in the website, refer to the "FY2021 Procedures for Preparing and Entering a Research Proposal Document" (items to be entered in the website) ("Scientific Research (A/B/C)", "Challenging Research (Pioneering/Exploratory)", "Early-Career Scientists").

• Items to be entered in the Website (First half)

- New Proposal or Continued
- Section Desired the Review
- Name of the Principal Investigator
- Position, Academic Unit (School, Faculty, etc.), and Research Institution of the Principal Investigator
- Title of the Research Project
- Research Abstract
- Request for Disclosure
- · Project Members

• Items to be entered in the Website (Second half)

- Research Expenditures and Their Necessity
- · The Status of Application and Acquisition of Research Grants

#### II. Research Proposal Document (forms to be uploaded)

As for this research category, two kinds of form need to be prepared, which are the [Form S-42-1] constitute of the "Research Proposal Document (Outline)" and the [Form S-42-2]

constitute of the "Research Proposal Document (Main body)"

The Principal Investigator should download the "Research Proposal Document (forms to be uploaded)" from the JSPS website for Grants-in-Aid for Scientific Research, and fill it in. He/she should then access the "Electronic Application System", and upload the filled-in file to the "Electronic Application System". (Files above 3 MB cannot be uploaded.)

When preparing the Overall Research Plan, the instructions given below and the instructions given in each column should be observed. The margin of style is set with upper 20 mm, lower 20 mm, left 25 mm, and right 25 mm. Do not change the setting margins because there is a risk of missing characters etc. when preparing the review material.

#### 1. [Form S-42-1]

#### "Outline of Research Proposal Document" column

In this column, the description should be given in accordance with the instruction specified in the Research Proposal Document. In this research category, the preliminary screening will be conducted only by the "Research Proposal Document (Outline)" which is made up by adding the first half of the Research Proposal Document (items to be entered in the Website) to this form. (Preliminary screening will not be conducted if the number of application is small). It is necessary to prepare this form and the [Form S-42-2] separately since this form is unable to be referred in the document review and the panel review. For example, the necessary figures should be drawn on each form separately since the figures on this form are unable to be cited on the [Form S-42-2].

#### 2. [Form S-42-2]

This form constitutes a middle part of the Research Proposal Document (Main body) in the PDF file.

# "Research Objectives and Research Method, Applicant's Ability to Conduct the Research", "Significance as Challenging Research (Reason for applying for this research category)", column

In this column, the description should be given in accordance with the instruction specified in the Research Proposal Document.

The "Applicant's Ability to Conduct the Research" column does not require you to describe the details of research achievements (research papers, books, patents, invited talks, etc.) exhaustively. On citing papers etc. as necessary, for example, in the case of an article, fill in the information

such as the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article so that the reviewers can identify the paper.

#### (2) "Issues Relevant to Human Right Protection and Legal Compliance" column

Enter in accordance with the instruction specified in the Research Proposal Document. If the proposed research does not fall under such categories, enter "N/A (not applicable)".

* When entering in the column of "Research Expenditure and Their Necessity" and "The Status of Application and Acquisition of Research Grants", refer to the "FY2021 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the website) ("Scientific Research (A/B/C)", "Challenging Research (Pioneering/Exploratory)", "Early-Career Scientists Research")".

機関番号	研究種目番号	応募区分番号	中区分	整理番号
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# 令和3(2021)年度 挑戦的研究(萌芽)研究計画調書

令和XX年XX月XX日 X版

新規

研究種目	挑戦的研究(	〔萌芽)					
中区分							
研究代表者	(フリガナ)						
氏名	(漢字等)						
所属研究機関		1					
部局							
職							
研究課題名							
研究の要約							
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	令和3年度	(千円)	設備備品費	消耗品費	旅費	人件費・謝金	その他
研究経費 「千円未満の〕							
端数は切り	令和4年度						
└ 店(る ノ	令和5年度						
	総計						
開示希望の有無	審査結果の開	開示を希望す	する				

# 研究組織(研究代表者及び研究分担者)

	氏名(年	₣齢)	所属研究機関 部局 職	学位 役割分担	令和3年度 研究経費 (千円)	エフォ ート (%)
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研究分担者	0000000	(00)				
研究分担者	0000000	(00)				
	合計	00 名		研究経費合計		

### **Outline of Research Proposal Document**

In this column, a succinct summary should be described within 2 pages concerning "1. Research Objectives and Research Method, Applicant's Ability to Conduct the Research" and "2. Significance as Challenging Research (Reason for applying for this research category)" written in the research proposal document.

* In this research category, the preliminary screening will be conducted only by the "Research Proposal Document (Outline)" which is made up by adding the first half of the Research Proposal Document (items to be entered in the Website) to this column (Preliminary screening will not be conducted if the number of application is small). Take note that this form is unable to be referred at the document review and the panel review.

#### * Note 1:

- 1. This research category calls for a challenging research with the potential of radically transforming the existing research framework and/or changing the research direction. (The scope of the (Exploratory) category encompasses research proposals that are highly exploratory and/or are in their budding stages.) Make sure that your research plan is consistent with the purpose of the research category.
- 2. Proposals submitted to the research category Challenging Research (Exploratory) will be reviewed in the pertaining Medium-sized Section of the Review Section Table. The proposal document should be prepared with consideration that it will be reviewed from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.
- 3. In the research category Challenging Research (Exploratory), the preliminary screening will be conducted only by the "Research Proposal Document (Outline)" which is made up by adding the first half of the Research Proposal Document (items to be entered in the Website) to the form ("Outline of Research Proposal Document" column) (Preliminary screening will not be conducted if the number of application is small). Take note that this form is unable to be referred at the document review and the panel review.

### * Note 2:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

機関番号	研究種目番号	応募区分番号	中区分	整理番号
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# 令和3(2021)年度 挑戦的研究(萌芽)研究計画調書

令和XX年XX月XX日 X版

新規

研究種目	挑戦的研究(	萌芽)					
中区分							
研究代表者	(フリガナ)						
氏名	(漢字等)						
所属研究機関							
部局							
職							
研究課題名							
研究の要約							
	年度	研究経費			月内訳(千F		
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研究経費 「千円未満の」 端数は切り	令和4年度						
捨てる	令和5年度						
	総計						
開示希望の有無	審査結果の開	閉示を希望す	する				

# 研究組織(研究代表者及び研究分担者)

	氏名(	年齢)	所 <b>属</b> 研究機関 部局 職	学位 役割分担	令和3年度 研究経費 (千円) (%)
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研究分担者	00000000	(00)			
研究分担者	0000000	(00)			
	合計	00 名		研究経費合計	

## **Challenging Research (Exploratory) 1**

1. Research Objectives and Research Method, Applicant's Ability to Conduct the Research

<u>This research category is reviewed by the Medium-sized Section of the Review Section Table. Please note that your</u> Research Proposal Document is reviewed by review committee in a wide range of fields from a multilateral <u>perspective.</u>

In this column, describe the following points focused on concretely and clearly within 2 pages.

- 1. Objectives of this research
- 2. Research Method that the objective can be achieved (including each role of Researchers in Project Members List and Research Collaborators).
- 3. Applicant's Ability to Conduct the Research (i.e. the concrete contents of applicant's hitherto research activities. If necessary, applicant may include those not directly related to proposed research.)

#### * Note 1:

- 1. This research category calls for a challenging research with the potential of radically transforming the existing research framework and/or changing the research direction. (The scope of the (Exploratory) category encompasses research proposals that are highly exploratory and/or are in their budding stages.) Make sure that your research plan is consistent with the purpose of the research category.
- 2. Proposals submitted to the research category Challenging Research (Exploratory) will be reviewed in the pertaining Medium-sized Section of the Review Section Table. The proposal document should be prepared with consideration that it will be reviewed from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.
- 3. In the research category Challenging Research (Exploratory), the preliminary screening will be conducted only by the "Research Proposal Document (Outline)" which is made up by adding the first half of the Research Proposal Document (items to be entered in the Website) to the form S-42-1 ("Outline of Research Proposal Document" column) (Preliminary screening will not be conducted if the number of application is small).
- 4. <u>It is necessary to prepare the form S-42-1 ("Outline of Research Proposal Document" column)</u> <u>and this form separately</u> since the form S-42-1 ("Outline of Research Proposal Document" column) is unable to be referred in the document review and the panel review. For example, the necessary figures should be drawn on each form separately since the figures on the form S-42-1 ("Outline of Research Proposal Document" column) are unable to be cited on this form.

### * Note 2:

- 1. Read carefully the "Procedures for Preparing and Entering a Research Proposal Document" when preparing the document.
- 2. The document should be written with font size 10-point or larger.
- 3. The title and instructions on the upper part of each page should be left intact.
- 4. Do not exceed the maximum number of pages specified in the instructions. In case blank page(s) occur, leave them as they are (do not eliminate any page).
- 5. These notes written in italics should be deleted when filling this column.

[1. Research Objectives and Research Method, Applicant's Ability to Conduct the Research (continued from the previous page)]

#### 2. Significance as Challenging Research (Reason for applying for this research category)

This research category calls for a challenging research with the potential of radically transforming the existing research framework and/or changing the research direction.

In this column, describe the following points within 1 page.

- 1. Applicant's research background and history leading to the conception of this research proposal based on applicant's hitherto research activities
- 2. Based on the current research situation, what significance does this research concept have as Challenging Research (If the research plan is highly exploratory and/or is in their budding stages, whether the plan has a possibility as Challenging Research).

#### 3. Issues Relevant to Human Right Protection and Legal Compliance

(cf. Application Procedures for Grants-in-Aid for Scientific Research)

In case the proposed research involves such issues that require obtaining consent and/or cooperation of the third party, consideration in handling of personal information, or actions related bioethics and/or biosafety (including the laws and regulations and the guidelines in the country/region(s) where the joint international research is to be conducted), the planned measures and actions for these issues should be stated within 1 page.

This applies to research activities that would require approval by an internal or external ethical jury, such as research involving questionnaire surveys, interviews and/or behavior surveys (including personal histories and images) including personal information, handling of donated specimens, human genome analysis, recombinant DNA, and experimentation with animals.

If the proposed research does not fall under such categories, enter "N/A (not applicable)".

# (金額単位:千円)

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# 挑戦的研究(萌芽)6-()

(金額単位	:千円)

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# 研究費の応募・受入等の状況

(1)応募中の研究費

研究者氏名					
資金制度・研究 費名(研究期間 ・配分機関等名)	研究課題名 (研究代表者氏名)	役割	令和3年度 の研究経費 (期間全体の額)	令和3年度 エフォ - ト (%)	研究内容の相違点及び他の研究費に加えて 本応募研究課題に応募する理由 (科研費の研究代表者の場合は、研究期間全体の受入額
			(千円)		
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# (2)受入予定の研究費

( 2 ) 安八予 資金制度 · 研究		<i>у</i> л	令和3年度	令和3年度	研究内容の相違点及び他の研究費に加えて
費名(研究期間 ・配分機関等名)	研究課題名 (研究代表者氏名)	役 割	の研究経費	エフォ - ト (%)	本応募研究課題に応募する理由 (科研費の研究代表者の場合は、研究期間全体の受入額)
* 配力 饭 民 守 石 丿			(州间主冲の領)	(%)	(科研員の研究に祝自の場合は、研究期間主体の文八額)
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# FY2021 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the Website) (Grant-in-Aid for Scientific Research (A/B/C), Challenging Research (Pioneering/Exploratory), and Early-Career Scientists)

The confirmation of the content of the application and the preparation of the review material is based on the "Research Proposal Document", which constitutes one part of the application documents. Consequently, it is possible that the information entered in the website will have an influence on the results of the review, or it is possible that the research project will not be accepted for review, because of the content entered. Therefore, the applicant should prepare the Research Proposal Document with care.

Also, a part of content entered (title of Proposed Research Project, information of project member, effort, etc.) will be provided to the e-Rad.

Please select "application information input" of the research category for which an application is made from the "List of Research Categories for which Applications are accepted". If you apply for Early-Career Scientists, after selecting the application requirements on the "confirmation of requirements" screen, the "application information input" screen will be displayed. On the screen of "application information input", if the "Japanese ► English" button at the upper left of the screen is clicked, then the explanations are translated into English.

# 1. Application Requirements (These items will be displayed on the "Confirmation of requirements" screen)

#### [These are items which need to be entered when applying for "Early-Career Scientists".]

Please select the following appropriate application requirement.

"(1) As of April 1, 2021, Ph.D. acquired less than 8 years",

"(2) It is planned to acquire Ph.D. by April 1, 2021, although it is not acquired Ph.D.",

"(3) As of April 1, 2021 years acquired Ph.D. except the period of maternity and/or childcare leave less than 8 years".

If you select "(2) It is planned to acquire Ph.D. by April 1, 2021, although it is not acquired Ph.D.", please enter "Ph.D. Acquisition Planned Date", and "Research institute where applicant is planned to acquire Ph.D.". (This content is not converted to the PDF file.)

If you select "(3) As of April 1, 2021 years acquired Ph.D. except period of maternity and/or childcare leave less than 8 years", please enter "Period taken for Maternity/Childcare Leave". (This content is not converted to the PDF file.)

#### 2. New proposal or continued

The applicant should select the appropriate item from among "New Proposal".

If he/she selects "continued", this is limited to research projects that fall under the category "research projects in which significant changes are made". Applicant should consult in advance with the Research Aid Division I of the Research Program Department, in order to know whether the change the applicant wants to make falls under this category.

# **3.** Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project

[These are the items that need to be entered when applying for Scientific Research (Scientific Research (A/B/C) ("General")]

The applicant should select the appropriate item from among "Not Making Application" and "Making Application".

Moreover, if the applicant selects "Making Application", it is limited to research projects that fall under "Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project (Refer to the Application Procedures for Grants-in-Aid for Scientific Research)". If he/she makes an application under the category "Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project", he/she should enter the project number of the Grant-in-Aid (continued) of which FY2021 is the final fiscal year (i.e., the project number of the on-going research project on which the new application is based). Moreover, he/she should be sure to fill in the necessary information in the column "items to be filled in when making research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research proposal submission in the fiscal year previous to the final fiscal year (i.e., the project number of the on-going research project on which the new application is based). Moreover, he/she should be sure to fill in the necessary information in the column "items to be filled in when making research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project" of the Research Proposal Document (forms to be uploaded) he/she is preparing.

# 4. Section Desired the Review

# [These are items which need to be entered when applying for "Scientific Research (A/B/C) (General)", "Challenging Research (Pioneering/Exploratory)" and "Early-Career Scientists".]

In "Grants-in-Aid for Scientific Research-KAKENHI-, Review Section Table" (hereinafter referred to as "Review Section Table"), please enter a review section which you wish to be reviewed.

The section to be selected depends on the research category you apply.

Scientific Research (B), Scientific Research (C), and Early Career Scientists ------ Select from "Basic Section" Scientific Research (A) and Challenging Research (Pioneering/Exploratory) ------ Select from "Medium-sized Section"

# 5. Name of the Principal Investigator

The information on Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator in question should verify whether his/her name has been displayed correctly. If there is an error, please temporarily save the input data, then contact the secretariat of your research institution and follow the instructions.

# 6. Research Institution, Academic Unit (School, Faculty, etc.) and Position of the Principal Investigator

The information on Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator should verify whether the information on his/her professional affiliation has been displayed correctly at the time he/she is preparing the Research Proposal Document. If there is an error, please temporarily save the input data, then contact the secretariat of your research institution and follow the instructions.

### 7. Academic Degree and Effort

## (These are items which need to be entered when applying for "Early-Career Scientists".)

The applicant should enter the time allocation rate (an integral number between 1 and 100) in the column "Effort", assuming that the research project for which the current application is being made would be selected.

When determining the time allocation rate, the applicant should determine it keeping in mind the definition of "effort" by the Council for Science and Technology Policy. This definition is "the percentage of time allocation (%) necessary for the implementation of the research in question, if the total yearly working hours of the researcher is set at 100%". Moreover, the "total working hours" does not mean time spent only on research activities, but entire actual working time, including time spent on educational activities and other activities.

Moreover, when the research project for which the current application is being made is selected, the applicant will be requested to confirm the effort anew at that time and to perform the procedure of formal application for grant delivery. If the effort is changed at that time, it is necessary to correct the effort in e-Rad before formal application for grant delivery.

#### 8. Date of Ph.D. Acquisition

# [These are items which need to be entered when applying for "Early-Career Scientists".]

The information on Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator in question should verify whether Date of Ph.D. Acquisition has been displayed correctly. If there is an error, please temporarily save the input data, then contact the secretariat of your research institution and follow the instructions.

# 9. Application Requirements

#### [These are items which need to be entered when applying for "Early-Career Scientists".]

Please make sure whether entered application requirements are correctly displayed before you proceeded to "application information input" screen.

Please make sure whether "Ph.D. Acquisition Planned Date" and "Research institute where applicant is planned to acquire Ph.D." are correctly displayed, if you select "(2) It is planned to acquire Ph.D. by April 1, 2021, although it is not acquired Ph.D.".

Please make sure whether "Period taken for Maternity/Childcare Leave" is correctly displayed, if you select "(3) As of April 1, 2021 years acquired Ph.D. except the period of maternity and/or childcare leave less than 8 years".

# 10. Title of the Research Project

In the column "Title of Proposed Research Project", the applicant should enter a title for the proposed research project in a manner that the title specifically expresses the content of the research until the time of the completion of the research period. (The applicant should avoid general or abstract expressions.)

If there are only double-byte characters or double-byte and single-byte characters, you can enter up to 40 letters, and if there are only one-byte characters, up to 200 letters can be entered.

The applicant should keep in mind that voiced sound symbols (dakuten) and semivoiced sound symbols

(*handakuten*) are not counted independently as one character, but that letters of the alphabet, numbers, symbols, etc. are all counted as one character and displayed as such. The applicant should avoid the use of chemical formulas and mathematical formulas as much as possible. (Display example  $Ca^{2+} \rightarrow input$  as C a 2 + (counts as 4 characters))

As a general rule, changes in the title of the research project will not be accepted.

#### **11. Research Abstract**

# [These are the items that need to be entered when applying for Scientific Research (A) and "Challenging Research (Pioneering/Exploratory)".]

The applicant should enter the purpose of the research project for which he/she applies, and the methods and other matters to achieve purpose of the research in a clear manner (including significance as challenging research in case of Challenging Research (Pioneering/Exploratory)). It is possible to enter these in Japanese or in English. Research abstract can be entered up to 1000 bytes. (Double-byte characters are counted as 2 bytes and single-byte characters are counted as 1 byte).

## 12. Request for disclosure

The applicant should select the appropriate item from among "I request to be informed of comments from the reviewers: Yes" or "I request to be informed of comments from the reviewers: No", for the results of the document review (first stage of the review) etc., in case his/her proposed project is not selected.

* "Disclosure" of the review results will be made only to the applicant through the electronic application system (Except for the applicant, the results cannot be viewed by anyone including the person(s) belong to the research institution).

#### **13. Project Members List**

# [These are items which need to be entered when applying for "Scientific Research (A/B/C)" and "Challenging Research (Pioneering/Exploratory)"]

Concerning the planned research of "Scientific Research (A/B/C)" and "Challenging Research (Pioneering/Exploratory)", as the occasion demands, it is possible to involve the "Co-Investigator", and the "Research Collaborator" in the research. For the definitions of "Principal Investigator", "Co-Investigator", "Research Collaborator", please refer to the Application Procedures for Grants-in-Aid for Scientific Research. In addition, the applicant should fill in the column "Project Members List" while keeping in mind the following points.

#### (1) **Project Members Input (Principal Investigator)**

• In the column "Distinction", it will be automatically displayed as "Principal Investigator".

• In the column "Researcher Number", "Name (Pronunciation in katakana; Kanji, etc)", "Age (as of April 1, 2021)", and "Research Institution, Academic Unit (School, Faculty, etc.), Position" of the Principal Investigator, the information on the Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator should verify whether the information has been displayed correctly.

- In the column "Academic Degree", Principal Investigator should fill in his/her academic degree. Enter the last educational status only.
- In the column "Role in This Project", the Principal Investigator should fill in, how the Principal Investigator and the Co-Investigator(s) will cooperate to carry out the research, in a way that clarifies the respective connections between the researchers, and highlighting the allotment of research tasks in the research implementation plan FY2021. Principal Investigator should also enter those information of Co-Investigator.
- In the column "Research Expenditure for FY2021", the share of the grant to the Principal Investigator and the Co-Investigator(s) should be entered in units of thousand yen, based on the research plan. Principal Investigator should also enter those information of Co-Investigator.

The total amount of all the shares of the grant to each researcher should correspond to "Research Expenditure for FY2021 (Thousand Yen)" displayed in the screen. If it does not correspond, "error" is displayed on the confirmation screen after entering.

• In the column "Effort", the Principal Investigator should enter the time allocation rate (an integral number between 1 and 100), assuming that the research project for which the current application is being made would be adopted.

When determining the time allocation rate, the Principal Investigator should determine it keeping in mind the definition of "effort" by the Council for Science and Technology Policy. This definition is "the percentage of time allocation (%) necessary for the implementation of the research in question, if the entire yearly working time of the researcher is set at 100%". Moreover, the "entire working time" does not mean time spent only on research activities, but entire actual working time, including time spent on educational activities and other activities.

Moreover, when the research project for which the current application is being made is adopted, the Principal Investigator will be requested to confirm the effort anew at that time and to perform the procedure of formal application for grant delivery. If the effort is changed at that time, it is necessary to correct the effort in e-Rad before formal application for grant delivery.

## (2) Project Members Input (Co-Investigator)

• Concerning the entry column for the Project Members List (Co-Investigator), when pressing the button "Add" on the left side of the entry screen one time for every member of the project, the edit box in which the data need to be entered is displayed.

The Principal Investigator should delete edit boxes for data entry that are not being used (when he/she entered data but finally does not use them, or when he/she did not enter data at all), by pressing the button "Delete" on the left side.

The column "Number of Project Members", displayed on the lowermost part of the screen is displayed automatically, according to the number of edit boxes for data entry.

If the number in the column "Number of Project Members" and the total number of persons for whom data have actually been entered do not correspond, "error" is displayed on the confirmation screen, the data have been entered. Therefore, the applicant should always delete edit boxes for data in which no data has been entered.

• In the column "Distinction", it will be automatically displayed as "Co-I(s)".

- In the column "Researcher Number", "Name (Pronunciation in katakana; Kanji, etc)", "Age (as of April 1, 2021)", and "Research Institution, Academic Unit (School, Faculty, etc.), Position" of the Co-Investigator, enter the researcher number of the Co-Investigator and click on the [Search] button, his/her information will be displayed, and click [OK] button.
  - Since the Co-Investigator may belong to more than one research institution, please ask the Co-Investigator at first to confirm which affiliation he/she wishes to list for the application.
- In the columns "Academic Degree" and "Effort", the contents which the Co-Investigator entered in the consent process of Co-Investigator will be displayed.
- In the columns "Role in This Project" and "Research Expenditure for FY2021", the Principal Investigator should enter the contents. (Please refer to the column "(1) Project Members Input (Principal Investigator)" for the entry method).

## [About the Consent Process of Co-Investigator]

- The consent both from Co-Investigator him/herself and his/her research institution should be given on the electronic application system to list him/her on the project members as a Co-Investigator.
- To make a request for Co-Investigators, check the checkbox at "Request" in the "Status of Consent" row and save it temporarily. The researcher registered in the field is provisionally requested to participate in the research project as a Co-Investigator. Check the checkbox again to confirm that you want to request him/her to participate in the research project. (In addition, please contact him/her that you had made the Co-Investigator request on the system.)
- When the consent both from Co-Investigator him/herself and his/her research institution have been given, the "Status of Consent" will be changed to "Obtained the consent from the Co-Investigator" and "Obtained the consent from the institution".
- You cannot request the researcher to become a Co-Investigator whose status of consent is "Dissented by the Co-Investigator" or "Dissented by the Institution". Press [Delete] button on the left hand side of that column and delete the frame into which the data is being entered.
- When you request the researchers to become a Co-Investigator, your official request should be made based on the high probability in obtaining the consent from the Co-Investigator-to-be after surely confirming the following items with the researchers.
  - ① For this research project, the Co-Investigator has to bear responsibility for the implementation of the research project in cooperation with the Principal Investigator.
  - ② As well as the Co-Investigator understand and comply with both the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the (a), (b) and (c) below, and to receive a share of KAKENHI from the Principal Investigator and use it properly.
    - (a) The Co-Investigator has to recognize that citizens have placed trust in scientific research and that KAKENHI are funded with their tax, and you therefore have to use KAKENHI in a proper and efficient way and refrain from committing research misconduct during my research.
    - (b) The Co-Investigator has to fulfil the requirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of Science - The Attitude of a Conscientious Scientist –" ("For the Sound Development of Science" Editorial Committee on JSPS),

by taking an e-Learning course such as the "e-Learning Course on Research Ethics [eL CoRE] or "APRIN e-learning program (eAPRIN)", or by participating in the research ethics education course conducted at his/her institution based on the "Guidelines for Responding to Misconduct in Research" (Adopted August 26, 2014 by the MEXT), prior to the formal application for grant delivery (or, in case the grant has already been delivered, by the time the "application for approval of change for the Co-Investigator" is submitted by the Principal Investigator to JSPS).

(c) The Co-Investigator has to understand thoroughly and confirm on what the researchers should consider, in conducting of their researches, from amongst the contents of both the statement "Code of Conduct for Scientists -Revised Version-" by the Science Council of Japan and the booklet "For the Sound Development of Science -The Attitude of a Conscientious Scientist-" by the JSPS, by the time of the formal application for grant delivery of the concerned research project. (Or, by the time when the "application for approval of change of the Co-Investigator" is to be submitted to the JSPS by the Principal Investigator, in case the official grant decision thereof has been already made.)

* Refer to the KAKENHI (Grants-in-Aid for Scientific Research) Electronic Application System Operation Manual (URL: <u>https://www-shinsei.jsps.go.jp/kaken/topkakenhi/shinsei_ka.html</u>) for the detailed information on the consent processes of the Co-Investigator such as operating environment, operating method, and so on.

(3) Joint researchers other than Co-Investigators become "Research Collaborators". Therefore, the applicant does not have to enter them in the Project Members List of the proposed project in question. When the applicant mention about Research Collaborator in the Research Proposal Document, if necessary, the applicant can mention them in a column where he/she explains the overall research plan, for example, in the column "Research Objectives, Research Method, etc.".

# 14. Research Expenditure and Their Necessity

In this column, details of research expenditure, their necessity and the basis of their estimation should be given in connection with the "Research Proposal Document (forms to be uploaded)". In that case, please pay attention to "Target expenditure (direct expense)" and "Ineligible expenditure" described below. Also, please be aware that research plan with research expenditure less than 100,000 yen in any year of the research period will not be eligible for call for proposal.

#### "Target expenditure (direct expense)"

The expenditure necessary for the implementation of the research plan (including the budget necessary for summarizing the research achievements) is eligible.

#### "Ineligible expenditure"

The following expenditures are not included in the funding:

① Expenditure for buildings and other facilities (excluding the expenditure for installations which became

necessary because of the introduction of goods that have been purchased by means of direct expense)

- 2 Expenditure for handling accidents or disasters that occurred during the implementation of funded project
- ③ Personnel cost/Honoraria for the Principal Investigator or Co-Investigator(s)
- ④ Other expenditure which fall under indirect expense*
  - * Indirect expense is expenditure necessary for the management of the research institution and other things that arise during the implementation of the research project (corresponding with 30% of the amount of the direct expense). The expenditure is used by the research institution.

This time, it is scheduled to set up indirect expense for the research categories for which a call for proposals is organized. However, the Principal Investigator does not need to state that indirect expense in the Research Proposal Document.

Research expenditure and usage breakdown are automatically calculated from the details of each expense. In the detail column of each expenditure, the data input column is displayed by pressing the "Add" button necessary times on the left side of the input screen. For data entry fields that you do not use (if you have entered but do not use it or if you did not enter at all), please delete the data entry field by pressing the "Delete" button on the left side. Please enter the amount in thousand yen units rounding off fractions smaller than one thousand yen. After completing the input of all the details of each expense, please click the recalculate button. And the output in PDF will be the upper limit to 2 pages.

Please note the following points when entering details of each expense. However, the way to journalize each expense should be handled in accordance with such as the accounting rules of the research institutions to which you belong including but not limited to the following examples.

## Equipment Costs

When purchasing a large number of books and/or materials, please input, to some extent, the contents of the books and/or materials to clarify what they are, such as "the books related to the Western medieval political history" (As for the books, the same way to journalize should be applied even if they were not handled as equipment.). Also, in the case of the machinery and equipment, not only enter simply with a set of something but also with its breakdown.

# Consumables Expenses

Please enter for each product name such as chemicals, laboratory animals, glassware, etc.

# • Necessity of the Equipment Costs and the Consumables Expenses

Please enter the necessity and the basis of the estimation for the equipment costs and consumables expenses you have inputted. In any fiscal year of this research period, if the "equipment costs" exceeds 90% of the total research expenditure in any FY of the period and there is expenditure which accounts for a particularly large proportion in "consumables expenses", you must enter the necessity of the expenditure to carry out the research. In addition, in such cases as equipment were purchased by the combined use from the grants, enter into the column of unit price the amount using for this concerned research project together with mentioning to the effect that this is the

combined use.

#### • Domestic and Overseas Travel Expenses

As for the domestic and overseas travel expenses for Principal Investigator, Co-Investigator(s), and Research Collaborators (data collection, various investigations, meetings of research, announcement of results of research, etc.), please enter the expenditures (transportation fee, accommodation fee and daily allowance), etc. for each matter.

### Personnel Cost/Honoraria

Please enter the expenditures for each matter such as honoraria, compensation, wages and salaries to Research Collaborator(s) (postdoctoral researchers, research assistants (RA), researchers belonging to overseas research institutions, and others) who engaged in organizing materials, assisting in experiments, performing translation or proofreading, providing technical knowledge, distributing and collecting questionnaires and collecting information materials for research), and payment to temporary staff agencies. In addition, enter the status at the time of collaboration (such as project assistant professor, postdoctoral fellow, student in Doctoral course/Master's course) of the people to whom the personnel cost or honoraria to be paid if it is obvious.

(Example) Organizing materials: [breakdown: X (number of students in Doctoral courses) × Y (number of months)] = XXXX yen. (Refer to the Application Procedures for Grants-in-Aid for Scientific Research.)

#### Miscellaneous Expenses

Except for equipment cost, consumables expenses, travel expenses, personnel cost/honoraria, please enter the expenditures to carry out the research (e.g. the costs for printing, photocopying, developing/printing, correspondence (stamps and phone calls), transport, renting or leasing the research facilities (only where the grant-aided project cannot be conducted in the facilities of the research institution), meetings (rental of the venue and meals (excluding alcohol)), equipment rental (e.g. computers, automobiles, experimental equipment), equipment repairs, transportation other than travel expenses, presentation of the research achievements (fees for contributing to the publications of academic societies, website creation, and preparation of pamphlets to publicize the research achievements, costs of PR activities disseminating research achievements to the general public, and other matters), experiment waste disposal cost, the cost of "buyout", *i.e.* someone taking over a part of the duties (other than research) of the Principal Investigator or Co-Investigator(s). (Refer to the Application Procedures for Grants-in-Aid for Scientific Research)) item by item.

# o Necessity of Travel Expenses, Personnel Cost/Honoraria, and Miscellaneous Expenses

Please enter the necessity and the basis of the estimation of travel expenses, personnel cost/honoraria, and miscellaneous expenses you entered. In any fiscal year of this research, if the "travel expenses" or "personnel cost/honoraria" exceeds 90% of the total research expenses in any FY of the research period and there is expenses which accounts for a particularly large proportion in "miscellaneous expenses," you must enter the necessity of the expenditure to carry out the research.

#### 15. The Status of Application and Acquisition of Research Grants

The entries in this column will be referred to by the review committee in order to ensure that the grant status would not constitute a case of "unreasonable duplication and/or excessive concentration in the grant allocation" so that the proposed research project can be duly carried out in parallel with other projects. Principal Investigator should input and confirm following information up to the time of current application such as (1) research grant application(s) in the review process, (2) research grant(s) adopted and to be delivered, and (3) other activities.

- This research project should be entered at the head of "(1) research grant application(s) in the review process".
- Not only KAKENHI but also other competitive research grants (including foreign ones) should be entered in "(1) research grant application(s) in the review process" and "(2) research grant(s) adopted and to be delivered".
- There is no need to enter the fundamental research grants that are allocated so that research activities, etc. can carry out as duties within the research institution to which the researcher belongs in "(1) research grant application(s) in the review process" or "(2) research grant(s) adopted and to be delivered". The effort of the research activities and so on that utilize such grants is included in "(3) other activities". Moreover, the effort in the research project supported by a KAKENHI in which the researcher participates as Research Collaborator is included in "(3) other activities".
- If the applicant is a Research Fellowship for Young Scientists (SPD/PD/RPD/CPD) and plan to receive a Grant-in-Aid for JSPS Fellows in FY2021, please enter it in "(2) research grant(s) adopted and to be delivered". Moreover, please do not enter the Grant-in-Aid that is paid monthly by JSPS (research implementation costs).
- As for the research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project, do not enter expected amounts of the said on-going research project on which the new application is based in the "(2) research grant(s) adopted and to be delivered".

In the detail column of "(1) research grant application(s) in the review process" and "(2) research grant(s) adopted and to be delivered", the data input column is displayed by pushing the necessary number of "Add" button on the left side of the input screen. For data entry fields that you do not use (if you have entered but do not use it or if you did not enter at all), please delete the data entry field by pressing the "Delete" button on the left side.

# o "Role in this Project"

Please select "PI" if the role of the researcher is a Principal Investigator or select "Co-I" if the role of the researcher is a Co-Investigator.

#### o "Funding Scheme, Grant Category (Funding Organization)"

In case of KAKENHI, please select the research category. For cases other than KAKENHI, please select "Other" and enter the name of the research grant and the name of the funding organization in the lower row.

o "Research Period"

Please enter the research period.

# o "Title of Proposed Research Project"

Please enter the title of proposed research project.

o "Name of Principal Investigator"

If applicant select "Co-I" in the column of Role in the Project, please enter the name of the Principal Investigator (or equivalent) of the research subject.

° "Research Expenditure for FY2021 (Research Expenditure for the whole period) (Unit: thousand yen)"

Enter the amount of direct expense of research expenditure to be received and used by him/herself in FY2021 (items under application is the applied amount) in the upper row, and at the same time enter the total amount (planned amount) to be used by him/herself during the whole period in the lower row.

If applicant select "Co-I" in the column of Role in the Project, please enter the amount of allotment (planned amount) to be received and used by him/herself in FY2021 in the upper row, and at the same time enter the total amount of allotment (planned amount) to be used by him/herself during the whole period in the lower row. (Please enter "0" if contributions are not distributed in the respective column.)

o "Effort Percentage in FY2021 (%)"

Based on 100% of the total working hours for "(1) research grant application(s) in the review process", (2) research grant(s) adopted and to be delivered" and "(3) other activities" to be entered in this column, please enter the allocation rate (%) of the time required for conducting activities, etc. The "total working hours" does not mean time spent only on research activities, but entire actual working time, including time spent on educational activities and other activities.

In KAKENHI, please enter "-" (hyphen) if applicant enter a research category (such as Specially Promoted Research) that can be duplicated but not adopted in duplicate.

In addition, when conducting research by the competitive research grants, please be sure to enter the effort related to the research activity. When the research project for which the current application is being made is selected, the applicant will be requested to confirm the effort anew at that time and to perform the procedure of formal application for grant delivery. If the effort is changed at that time, it is necessary to correct the effort it e-Rad before formal application for grant delivery.

• "Distinction of the research contents and reason for submission of this KAKENHI application in addition to the other projects"

Please explicitly enter the items focusing on the research grant application(s) in the review process or research grant(s) adopted and to be delivered, distinction of the research contents, and reason for submission of this KAKENHI application in addition to the other projects of the research project.

If applicant is a Principal Investigator of KAKENHI, please enter the total amount of direct expense for the whole research period including the shared amount to the Co-Investigators in this column.

Scientific Research (A) (General) - (1)

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Scientific Research (A) (General) - (2)

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# Scientific Research (A) (General) - (3)

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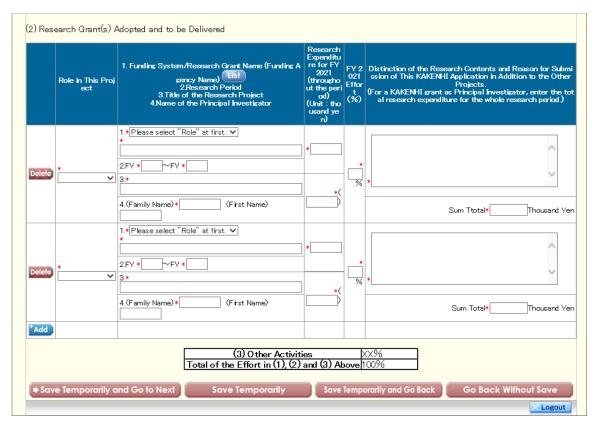
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Scientific Research (A) (General) - (7)



Scientific Research (B/C) (General) - (1)

	roposal Document			
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注意事項> 研究計画調書は以下の応募情報を入力 「研究費の応募・受入等の状況」は、継続 「研究課題情報」の新規・継続区分を「継	って作成します。 応募の場合は作成する必要がありません。 売」にして保存した場合、応募情報入力のボタンが表	示されなくなります。		
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Scientific Research (B/C) (General) - (2)

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Basic Section	8 ⁶
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Investigator	(Kanji etc) 代表  一郎
Research Institution	(Number) 99999 AAA大学
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# Scientific Research (B/C) (General) - (3)

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# Scientific Research (B/C) (General) - (9)

Challenging Research (Pioneering) - (1)

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Challenging Research (Pioneering) - (2)

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# Challenging Research (Pioneering) - (3)

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Challenging Research (Pioneering) - (4)

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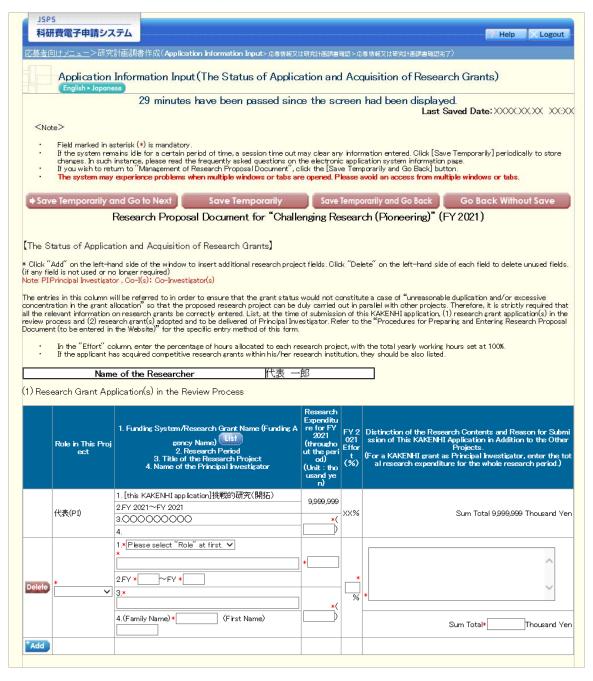
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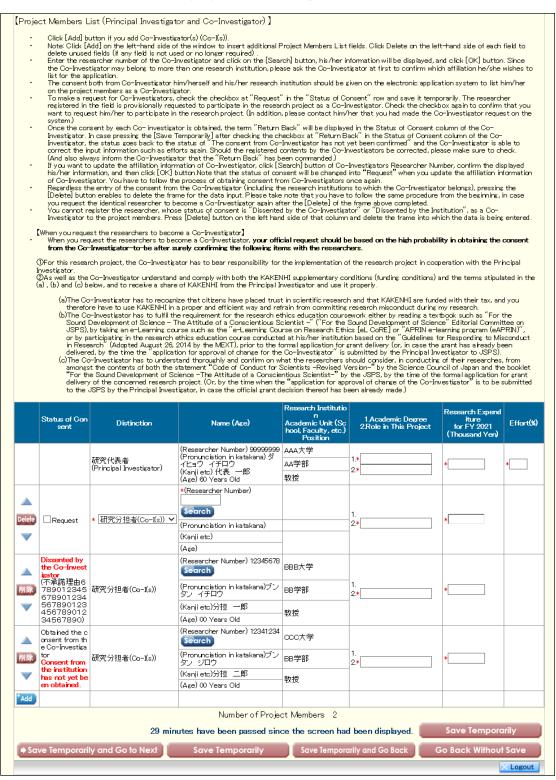
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## Challenging Research (Exploratory) - (3)



Challenging Research (Exploratory) - (4)

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## Challenging Research (Exploratory) - (8)

Early-Career Scientists - (1)

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Early-Career Scientists - (2) - 1

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Early-Career Scientists - (2) - 2

In case of selecting the option "(2) It is planned to acquire Ph.D. by April 1, 2021, although it is not acquired Ph.D." among the application requirements

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Early-Career Scientists - (2) - 3

In case of selecting the option "(3) As of April 1, 2021 years acquired Ph.D. except period of childcare leave etc less than 8 years" among the application requirements

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Early-Career Scientists - (3)

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Early-Career Scientists - (4)

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## Early-Career Scientists - (5)

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Early-Career Scientists - (6)

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Early-Career Scientists - (7)

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## Registration of Co-Investigators' Consent/Dissent - (1)

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