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 [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".</u>

* 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 and Co-Investigator (in the order mentioned in the column "Project Members List")</u>, 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 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.)</u>

(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.

<u>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.</u> 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.

<u>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.</u> (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+} → input as Ｃａ２＋(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.

②　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: https://www-shinsei.jsps.go.jp/kaken/topkakenhi/shinsei_ka.html) 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

JSPS
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ヘルプ Help ログアウト Log out

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

研究種目名 Research Category	提出先機関名 Name of Submission Destination Institution	研究課題名 Title of Research Project	作成日 Date of Creation
令和X(20XX)年度 特別推進研究	ABCDE大学	○○○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。
- 「研究施設・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」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。
- 「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 "Research facility/Existing equipment", "The Status of Application and Acquisition of Research Grants" in the case of continued applications.
  If you save the New proposal/Continued classification of "Research project information" as "Continued", the button for application information input will not be displayed.
- It is necessary to enter in "The Status of Application and Acquisition of Research Grants" by the number of Principal Investigator and Co-Investigator(s) (Co-I(s)).
- Information on Principal Investigator and Co-Investigator(s) (Co-I(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".

応募情報 Application Information	処理状況 Processing Status	応募情報入力 Application Information Input
研究課題情報 Research project information	作成済 Created 分担承諾完了 Consent from the Co-Investigator has obtained.	修正 Modify
研究施設・現有設備 Research facility/Existing equipment	作成中 Creating	再開 Restart
研究経費とその必要性 Research Expenditure and Their Necessity	作成中 Creating	再開 Restart
研究費の応募・受入等の状況 The Status of Application and Acquisition of Research Grants	未作成 Not created yet	応募情報入力 Application Information Input

＜注意事項＞
- 添付ファ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。
- 添付ファ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。
- 添付ファ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又は本会並びに文部科学省が提供する様式)を基に作成したものに限ります。)
- 添付ファ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。
- 添付ファ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。
- 継続応募の場合は、「様式S－2 研究計画調書（添付ファイル項目）」をS－1(2)のボックスに登録してください。S－1(1)、S－1(3)のボックスにファイルの登録の必要はありません。

＜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.
- In case of the application for continued research projects, register the "Form S-2 Research Proposal Document (forms to be uploaded)" into the box of the S-1 (2). No registration is required for the boxes of the S-1(1) and the S-1 (3).

添付ファイル項目 Forms to be Uploaded		ファイル登録/登録済みファイルダウンロード File Registration / Registered File Download
S-1(1)	参照...	登録 Register
S-1(2)	参照...	登録 Register
S-1(3)	参照...	ダウンロード Download 削除 Delete

次へ進む Next   戻る Return

ログアウト

Application Information (Items to be entered in the Website (First half)) (Screenshot)
[Specially Promoted Research] – (1) "Application Information Input" screen

Application Information Input   English ▶ Japanese

29 minutes have been passed since the screen had been displayed.

Last Saved Date: XXXX.XX.XX XX:XX

〈 Note 〉

- The item with "*" is mandatory both new proposal and continued.
- If the system remains idle for a certain period of time, a session time out may clear any information entered. Click [Save Temporarily] periodically to store changes. In such instance, please read the frequently asked questions on the electronic application system information page.
- If you wish to return to "Management of Research Proposal Document", click the [Save Temporarily and Go Back] button.
- **The system may experience problems when multiple windows or tabs are opened. Please avoid an access from multiple windows or tabs.**

➡ Save Temporarily and Go to Next	Save Temporarily	Save Temporarily and Go Back	Go Back Without Save

Research Proposal Document 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 of an on-going research project	* [▾] [ ] (Enter the Grant Number for the Research Plan with FY 2021 as the final year of the research period)
Review Section (Category)	* [▾]

Note: Not converted to PDF

Firstly related to Medium-sized Section	List	* [ ]
Firstly related to Basic Section		* [ ]
Secondly related to Basic Section ※You can not refer to Secondly related to Basic Section from the list. Please enter the number.	List	[ ]

Name of the Principal Investigator	(Pronunciation in katakana) ダイヒョウ　イチロウ (Kanji etc) 代表　一郎 (English) (Family Name) [ ] (First Name) [ ]
Research Institution	(Number) 99999 (Japanese) AAA大学 (English) [AAA University]
Academic Unit (School, Faculty, etc.)	(Japanese) ○○学部 (English) [ ]
Position	(Japanese)教授 (English) [ ]
Title of Research Project	*Japanese [ ] (Up to 40 characters) English [ ] (Up to 200 single-byte characters)
Research Abstract	(Up to 500 double-byte characters or up to 1000 single-byte characters. No line breaks are allowed.) *[ ]

29 minutes have been passed since the screen had been displayed.   Save Temporarily

* The contents entered in Research Expenditure and Their Necessity screen are displayed.
Unit (upper row: thousand yen, lower row: U.S. $) It is automatically converted at 100 yen per dollar.

FY	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	Sum Total
Research expenditure (Thousands of Yen)	0	0	0	0	0	0	0	0
	0	0	0	0	0	0	0	0

【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 (optional)】 Note: Not converted to PDF
Family name, First name and Research Institution are mandatory when filling in this item.

Name		Research Institution	Academic Unit (School, Faculty, etc.)	Position	Field of Specialization
Family name	First name				

【Appropriateness of review comments by an overseas researcher】
As a general rule, select Appropriate because the review comments will be provided by an overseas researcher.
When the review comments by an overseas researcher is not appropriate, Not appropriate must be selected and reasons must be entered in the research plan.

Appropriateness of review comments by an overseas researcher	⌄

【Researchers who belong to an overseas research institution and who are considered as suitable as persons in charge of the writing of the review comments】 Note: Not converted to PDF

Name		Research Institution	Academic Unit (School, Faculty, etc.)	Position	Field of Specialization	Phone Number	Email
Family name	First name						

【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 (optional)】 Note: Not converted to PDF
Family name, First name and Research Institution are mandatory when filling in this item.

Name		Research Institution	Academic Unit (School, Faculty, etc.)	Position	Field of Specialization
Family name	First name				

29 minutes have been passed since the screen had been displayed. **Save Temporarily**

Contact information of the Principal Investigator Note: Not converted to PDF	Postcode:*
	Address:*
	Phone Number:*
	FAX Number:*
	Email:*

29 minutes have been passed since the screen had been displayed. **Save Temporarily**

【Project Members List (Principal Investigator and Co-Investigator)】

- Click [Add] button if you add Co-Investigator(s) (Co-I(s)).
- Note: Click [Add] on the left-hand side of the window to insert additional Project Members List fields. Click Delete on the left-hand side of each field to delete unused fields (if any field is not used or no longer required).
- 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.
- 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.)
- Once the consent by each Co- investigator is obtained, the term "Return Back" will be displayed in the Status of Consent column of the Co- Investigator. In case pressing the [Save Temporarily] after checking the checkbox at "Return Back" in the Status of Consent column of the Co-Investigator, the status goes back to the status of "The consent from Co-Investigator has not yet been confirmed" and the Co-Investigator is able to correct the input information such as efforts again. Should the registered contents by the Co-Investigators be corrected, please make sure to check. (And also always inform the Co-Investigator that the "Return Back" has been commanded.)
- If you want to update the affiliation information of Co-Investigator, click [Search] button of Co-Investigators Researcher Number, confirm the displayed his/her information, and then click [OK] button.Note that the status of consent will be changed into "Request" when you update the affiliation information of Co-Investigator. You have to follow the process of obtaining consent from Co-Investigators once again.
- Regardless the entry of the consent from the Co-Investigator (including the research institutions to which the Co-Investigator belongs), pressing the [Delete] button enables to delete the frame for the data input. Please take note that you have to follow the same procedure from the beginning, in case you request the identical researcher to become a Co-Investigator again after the [Delete] of the frame above completed.
- You cannot register the researcher, whose status of consent is "Dissented by the Co-Investigator" or "Dissented by the Institution", as a Co-Investigator to the project members. 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】
- When you request the researchers to become a Co-Investigator, **your official request should be based on the high probability in obtaining the consent from the Co-Investigator-to-be after surely confirming the following items with the researchers.**

①For this research project, the Co-Investigator has to bear responsibility for the implementation of the research project in cooperation with the Principal Investigator.
②As 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.)

Status of Consent	Distinction	Name (Age)	1.Research Institution 2.Academic Unit (School, Faculty, etc.) 3.Position	1.Academic Degree 2.Role in this Project	Research expenditure for FY 2021 (Thousand Yen) [U.S.$]	Effort (%)
	研究代表者 (Principal Investigator)	(Researcher Number) 99999999 (Pronunciation in katakana) ダイヒョウ イチロウ (Kanji etc) 代表 一郎 (English) Daihyou Ichirou (Age) 60 Years Old	1 AAA大学 AAA University 2 AA学部 AA Department 3 教授 Professor	1. (Japanese) * (English) 2. (Japanese) * (English)	* ☐ Thousand Yen	* ☐
▲	研究分担者(Co-I(s)) ▼	*(Researcher Number) ☐ [Search] (Pronunciation in katakana)	1. 1. 2.(Japanese)		* ☐ Thousand Yen	
▼ 789012345 678901234 567890123 456789012 34567890)		(English) Buntan Gorou (Age) XX Years Old	3 教授 Professor	(English) ☐		
+Add						

Number of Project Members 9

29 minutes have been passed since the screen had been displayed.   [Save Temporarily]

[➡ Save Temporarily and Go to Next] [Save Temporarily] [Save Temporarily and Go Back] [Go Back Without Save]

[✖ Logout]

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

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? ヘルプ Help   × ログアウト Log out

応募者向けメニュー(Menu for Applicant)＞研究分担者承諾状況一覧(List of Consent Status of the Co-Investigator)

研究分担者承諾状況一覧
List of Consent Status of the Co-Investigator

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・Academic Unit・Position	研究課題名 Title of Research Project	依頼先機関名・部局名 Request Destination Institution Name and Academic Unit Name	承諾状況 Status of Consent
令和X(20XX)年度 特別推進研究	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-Investigator has not yet been confirmed. → 登録 Register
令和X(20XX)年度 特別推進研究	特推 進二郎	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 is processing. 再開 Restart
令和X(20XX)年度 学術変革領域研究(A)	学変 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-Investigator has not yet been confirmed. → 登録 Register
令和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-Investigator has not yet been confirmed. → 登録 Register
令和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 is processing. 再開 Restart
令和X(20XX)年度 基盤研究(C)一般	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-Investigator has not yet been confirmed. → 登録 Register
令和X(20XX)年度 国際共同研究加速基金(国際共同研究強化(B))	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 Co-Investigator has not yet been confirmed. → 登録 Register
令和X(20XX)年度 国際共同研究加速基金(国際共同研究強化(B))	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 consent from the Co-Investigator Consent from the institution has not yet obtained.
令和X(20XX)年度 国際共同研究加速基金(国際共同研究強化(B))	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-Investigator (不承諾理由678901 23456789012345 67890123456789 01234567890)
令和X(20XX)年度 国際共同研究加速基金(国際共同研究強化(B))	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 from the Co-Investigator Dissented by the institution (不承諾理由678901 23456789012345 67890123456789 01234567890)

＜注意事項＞

・ 一度研究分担者の依頼を承諾すると研究分担者側から承諾内容を変更することはできません。変更が必要な場合は各自研究代表者へ連絡し、差戻しの依頼を行ってください。研究代表者が差戻し手続きを行った後、内容の変更が可能です。

＜Important Notes＞

・ Once you have given your consent to the request to become a Co-Investigator, you cannot modify any content you have agreed with on this system from your side. In case that you need to make modification, contact and request directly the Principal Investigator to conduct a return back process on this system. Then you can modify the contents you have entered after the Principal Investigator has completed the process on this system.

メニューに戻る
Return to Menu

× ログアウト Log out

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Help　　Log out

応募者向けメニュー(Menu for Applicant)＞研究分担者承諾状況一覧(List of Consent Status of the Co-Investigator)＞(研究分担者承諾・不承諾登録(Registration of Co-Investigators' Consent/Dissent)＞研究分担者承諾・不承諾登録完了(Consent/Dissent of Co-Investigator Registered))

Registration of Co-Investigators' Consent/Dissent　English ▶ Japanese
29 minutes have been passed since the screen had been displayed.

Register consent/dissent of Co-Investigator requested from below applicant.

If it is OK with you, click [OK] button.

＜Note＞

- Field marked in asterisk (＊) is mandatory.
- If the system remains idle for a certain period of time, a session time out may clear any information entered. Click Temporarily Save periodically to store changes. In such instance, please read the frequently asked questions on the electronic application system information page.

Research Category	令和X(20XX)年度 特別推進研究
Name	(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
Position	特任教授
Title of Research Project	XXXXXXXXXX

Co-Investigator	＊ ○ Consent ○ Dissent

If you consent to become a Co-Investigator, check the contents below and check the checkbox.

☐ For this research project, I consent to become a Co-Investigator who bears responsibility for the implementation of the research project in cooperation with the Principal Investigator.

☐ I have read, understand and will comply with the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the following, and pledge that I will receive my share of KAKENHI from the Principal Investigator and use it properly.

- You have 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.

- You have 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).

- You have 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.)

If you consent to become a Co-Investigator, enter your "Name", the "Research Institution", the "Academic Unit" and the "Position" with the English name. And also enter your "Academic Degree" and the "Effort" of the research project in which you are supposed to participate.

Name(English)	(Family Name) [　　] (First Name) [　　]
Research Institution(English)	[　　]
Academic Unit (School, Faculty, etc.)(English)	[　　]
Position(English)	[　　]
Academic Degree	＊ [　　] (Japanese) [　　] (English)
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.

【The Status of Application and Acquisition of Research Grants】

* Click "Add" on the left-hand side of the window to insert additional research project fields. Click "Delete" on the left-hand side of each field to delete unused fields. (if any field is not used or no longer required)
Note: PI:Principal Investigator , Co-I(s):Co-Investigator(s)

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.
List, at the time of submission of this KAKENHI application, (1) research grant application(s) in the review process and (2) research grant(s) adopted and to be delivered of Co-Investigator(s)(Co-I(s)). Refer to the "Procedures for Preparing and Entering Research Proposal Document (to be entered in the Website)" for the specific entry method of this form.

- For research grants other than KAKENHI, select "Others" and enter the name of the research grant and the name of the funding agency in "1. Funding System/research grant name (funding agency name)".
- In the "Effort Percentage" entry, enter the percentage of hours allocated to each research project, with the total yearly working hours set at 100%.
- If the applicant has acquired competitive research grants within his/her research institution, they should be also listed.
- Enter the reasons for Ⅰ and Ⅱ concretely and clearly in the column "Relationship between this KAKENHI application and the other projects".
- If you are participating in project research conducted according to the specific purpose (mission) of your 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." to that effect.
- The columns for the "Research Period", the "Title of the Research Period" or the "Research Expenditure (throughout the period)" in the Research Grant Application(s) in the Review Process are not displayed until the Principal Investigator input the application information data. If you want to refer to, please make a contact with the Principal Investigator directly.

29 minutes have been passed since the screen had been displayed. | **Temporarily Save**

(1) Research Grant Application(s) in the Review Process

	Role in this Project	1. Funding System/Research Grant Name (Funding Agency Name) **List** 2. Research Period 3. Title of the Research Project 4. Name of the Principal Investigator	Research Expenditure for FY 2021 (throughout the period) (Unit : thousand yen)	FY 2021 Effort (%)	Relationship between this KAKENHI application and the other projects Ⅰ :Distinction of the research contents Ⅱ :Reason for submission of this KAKENHI application in addition on to the other projects. (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
	分担(Co-I(s))	1.[this KAKENHI application]特別推進研究 2.FY 2021〜FY 2025 3.○○の××に関する研究 4.(Family Name)代表 (First Name)一郎	9,999,999 (9,999,999)	XX%	Sum Total – Thousand Yen
Delete * [▼]		1.* [Please select "Role" at first. ▼] * [ ] 2.FY * [ ] 〜FY * [ ] 3.* [ ] 4.(Family Name)* [ ] (First Name)	* [ ] * ([ ])	* [ ] %	Ⅰ * [ ] Sum Total * [ ] Thousand Yen Ⅱ * [ ]
+Add					

(2) Research Grant(s) Adopted and to be Delivered

	Role in this Project	1. Funding System/Research Grant Name (Funding Agency Name) [List] 2. Research Period 3. Title of the Research Project 4. Name of the Principal Investigator	Research Expenditure for FY 2021 (throughout the period) (Unit : thousand yen)	FY 2021 Effort (%)	Relationship between this KAKENHI application and the other projects I :Distinction of the research contents II :Reason for submission of this KAKENHI application in addition to the other projects. (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
Delete *	*	1.* Please select "Role" at first. * 2.FY * ~FY * 3.* 4.(Family Name)* (First Name)	* *( )	* %	I .* Sum Total * Thousand Yen II .*
Delete *	*	1.* Please select "Role" at first. * 2.FY * ~FY * 3.* 4.(Family Name)* (First Name)	* *( )	* %	I .* Sum Total * Thousand Yen II .*
+Add					

(3) Other Activities	XX%
Total of the Effort in (1), (2) and (3) Above	100%

Reason for the Dissent	
	Number of characters entered: 0／50 * Enter within 50 characters.

OK   Temporarily Save   Back

Log out

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)

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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.

○ 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.

○ 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.)

○ 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 the necessity 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".

○ "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.

○ "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.

○ "Research Period"

Enter the research period.

○ "Title of Proposed Research Project"

Enter the title of proposed research project.

○ "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.)

○ "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.

○ "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

Application Information Input（Research facility/Existing equipment） English ▶ Japanese

29 minutes have been passed since the screen had been displayed

Last Saved Date: XXXX.XX.XX XX:XX

＜Note＞

- The item with "*" is mandatory.
- If the system remains idle for a certain period of time, a session time out may clear any information entered. Click [Save Temporarily] periodically to store changes. In such instance, please read the frequently asked questions on the electronic application system information page.
- If you wish to return to "Management of Research Proposal Document", click the [Save Temporarily and Go Back] button.
- **The system may experience problems when multiple windows or tabs are opened. Please avoid an access from multiple windows or tabs.**

[➡ Save Temporarily and Go to Next] [Save Temporarily] [Save Temporarily and Go Back] [Go Back Without Save]

Research Proposal Document for "Specially Promoted Research" (FY 2021)

【Research facility】

* When entering a research facility, the data input frame is set by pressing the [Add] button on the left side of the input screen as many times as necessary. For unused columns (if you have entered, but you do not use or do not enter at all), please delete the data entry frame by pressing the [Delete] button on the left side of the column.

	Research Institution	Name of Building (floor space)	Proprietary/Shared	Remarks
Delete	*	*	* [▽]	
Delete	*	*	* [▽]	
+Add				

29 minutes have been passed since the screen had been displayed. [Save Temporarily]

【The existing equipment (main equipment and devices already installed)】

* When entering the existing equipment, the data input frame is set by pressing the [Add] button on the left side of the input screen as many times as necessary. For unused columns (if you have entered, but you do not use or do not enter at all), please delete the data entry frame by pressing the [Delete] button on the left side of the column.

	Research Institution	Name of equipment	Specification (style/performance)	Proprietary/Shared	Year of installation	Remarks
Delete	*	*	*	* [▽]	*	
Delete	*	*	*	* [▽]	*	
+Add						

[➡ Save Temporarily and Go to Next] [Save Temporarily] [Save Temporarily and Go Back] [Go Back Without Save]

X Logout

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

JSPS
科研費電子申請システム

? Help   ✕ Logout

応募者向けメニュー＞研究計画調書作成（Application Information Input＞応募情報又は研究計画調書確認＞応募情報又は研究計画調書確認完了）

Application Information Input (Research Expenditure and Their Necessity)   English ▸ Japanese

29 minutes have been passed since the screen had been displayed.

Last Saved Date: XXXX.XX.XX XX:XX

＜Note＞

- The item with "＊" is mandatory.
- If the system remains idle for a certain period of time, a session time out may clear any information entered. Click [Save Temporarily] periodically to store changes. In such instance, please read the frequently asked questions on the electronic application system information page.
- If you wish to return to "Management of Research Proposal Document", click the [Save Temporarily and Go Back] button.
- **The system may experience problems when multiple windows or tabs are opened. Please avoid an access from multiple windows or tabs.**

[➡ Save Temporarily and Go to Next] [Save Temporarily] [Save Temporarily and Go Back] [Go Back Without Save]

Research Proposal Document "Specially Promoted Research" (FY 2021)

【Research Expenditure(Round off fractions smaller than 1000 yen)】

- The research period should be set at 3 – 5 years. If necessary, the research period may be extended up to 7 years.
- The initial display is set for 5 years. In case the research period is more than 6 years, press "ADD" button to display "detail of Equipment costs" and "detail of consumables expenses" columns for the year to be added.
- In this column, details of research expenditure, their necessity and the basis of their estimation should be given in connection with the research scale, research system, etc. stated in the Research Proposal Document (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 you can not utilize the existing equipment costs 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.) "
- 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 expenses or Miscellaneous expenses constitutes a significant portion of the total expenditure, the necessity of that spending should be clarified (by showing the itemized breakdown etc.).
- In filling this column, please refer to the "Procedures for Preparing and Entering Research Proposal Document".
- Research expenditure and usage breakdowns are automatically calculated from the details of each expenses. Please click on the recalculate button when you have completed inputting details of each expenses.
- Details of each research expenditure are sorted and saved in ascending order of fiscal year when temporarily saved.
- All details of each research expenditure are shown on the screen by importing a CSV file in a specified format. Select CSV file and click Import CSV File button.
- This will erase the contents you entered. The CSV file contents will be displayed again,instead.
- Download the format of CSV file from here.
- Read the Operation Manual on the specification of CSV file import function for more information. Open the page where you can download Operation Manual by clicking Help button at the upper right.
- You can print out the displayed details of each research expenditure you have entered in CSV file format. Click Print CSV File button to print your file.

参照...

[Import CSV File] [Print CSV File]

| | FY | Research Expenditure | Unit (Thousand Yen above, U.S. $ below) Automatically converts $1 to 100 Yen | | | | |
| | | | Details | | | | |
			Equipment Costs	Consumables Expenses	Travel Expenses	Personnel Cost/Honoraria	Miscellaneous Expenses
	FY 2021	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0
	FY 2022	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0
	FY 2023	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0
	FY 2024	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0
	FY 2025	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0
Delete	FY 2026	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0
＊Add							
	Sum Total	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0	0 / 0

【Details of the Equipment Costs (Round off fractions smaller than 1000 yen.)】

When purchasing a large number of books and materials, input to some extent, such as "books related to politics history in the Middle Ages", such that the content of books and materials will be known.
Also, in the case of machinery and equipment costs, enter the breakdown without filling out the complete ○○○."
If equipment costs is needed in the final ficical year, enter the reason in the last ficical year's column.
Enter concisely the calculation basis of the amount in the "list price/estimate "column (e.g. list price or price by estimation, ○○% of list price etc.). "
To examine the adequacy of research expenditure, enter the price according to the estimate, except in unavoidable cases.

Recalculation

Amount (Thousands of Yen)

FY 2021: Equipment Costs

	The year and month of Purchase	Purchase priority Order	Item (Specification)	Qty	Unit Price	Amount	List Price/Estimate	Name of Researcher who mainly use and research Place of Installation (Institution).
Delete	*	*	*	* 0	* 0	0 *	*	*
Delete	*	*	*	* 0	* 0	0 *	*	*
Add								
			Subtotal			0		

FY 2021: Necessity of the Equipment Costs	(Up to 500 double-byte characters or up to 1000 single-byte character. Line break is allowed one time only. The line break is zero character on the screen display but it is counted as a two byte character per one command.)
	Number of characters entered: 0

29 minutes have been passed since the screen had been displayed.   **Save Temporarily**

【Details of the Consumables Expenses(Round off fractions smaller than 1000 yen.)】

In filling this column, please refer to the "Procedures for Preparing and Entering Research Proposal Document.

[Recalculation]

Amount (Thousands of Yen)

FY 2021：Consumables Expenses

	Item	Amount
Delete	*	* 0
Delete	*	* 0
Delete	*	* 0
Add		
	Subtotal	0

Amount (Thousands of Yen)

FY 2021：Travel Expense

	Domestic/Overseas	Item	Amount
Delete	* ⌄	*	* 0
Delete	* ⌄	*	* 0
Delete	* ⌄	*	* 0
Add			
		Subtotal	0

[Recalculation]

Amount (Thousands of Yen)

FY 2021：Personnel Cost/Honoraria

	Item	Amount
Delete	*	* 0
Delete	*	* 0
Delete	*	* 0
Add		
	Subtotal	0

Amount (Thousands of Yen)

FY 2021：Miscellaneous Expenses

	Item	Amount
Delete	*	* 0
Delete	*	* 0
Delete	*	* 0
Add		
	Subtotal	0

FY 2021： Necessity of the Consumables Expenses	(Up to 500 double-byte characters or up to 1000 single-byte character. Line break is allowed three time only. The line break is zero character on the screen display but it is counted as a two byte character per one command.)
	Number of characters entered： 0

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Reason for the Total Amount of Entries Exceeding 500 Million Yen	Please explain in detail the reason why 500 million yen can not be managed, and the necessity to make the total amount more than 500 million yen, only when the sum total of 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)
	Number of characters entered: 0

Save Temporarily and Go to Next   **Save Temporarily**   **Save Temporarily and Go Back**   **Go Back Without Save**

Logout

JSPS
科研費電子申請システム

? Help　✕ Logout

応募者向けメニュー＞研究計画調書作成（Application Information Input＞応募情報又は研究計画調書確認＞応募情報又は研究計画調書確認完了）

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

English ▸ Japanese

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Last Saved Date：XXXX.XX.XX　XX:XX

＜Note＞

- The item with "＊" is mandatory.
- If the system remains idle for a certain period of time, a session time out may clear any information entered. Click [Save Temporarily] periodically to store changes. In such instance, please read the frequently asked questions on the electronic application system information page.
- If you wish to return to "Management of Research Proposal Document", click the [Save Temporarily and Go Back] button.
- **The system may experience problems when multiple windows or tabs are opened. Please avoid an access from multiple windows or tabs.**

➡ Save Temporarily and Go to Next　　Save Temporarily　　Save Temporarily and Go Back　　Go Back Without Save

Research Proposal Document for "Specially Promoted Research" (FY 2021)

【The Status of Application and Acquisition of Research Grants】

＊ Click "Add" on the left-hand side of the window to insert additional research project fields. Click "Delete" on the left-hand side of each field to delete unused fields. (if any field is not used or no longer required)
Note: PI: Principal Investigator , Co-I(s): Co-Investigator(s)

＊ When you add Co-Investigator at the column [Project Members List (Principal Investigator (PI) and Co-Investigator (Co-I)] on the application information input screen, the page will be added for each additional person on "The Status of Application and Acquisition of Research Grants".
＊ The name of Co-Investigator is displayed when you enter the name of the researcher and save it in [Project Members List (Principal Investigator (PI) and Co-Investigator (Co-I)] on the application information input screen.
＊ The "(1) Research Grant Application(s) in the Review Process" or the "(2) Research Grant(s) Adopted and to be Delivered" related to the Co-Investigator will display the contents which were registered when Co-Investigator gave a consent to the participation request. The input should be completed by confirming the contents in the registration for all Co-Investigators.

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.
List, at the time of submission of this KAKENHI application, (1) research grant application(s) in the review process and (2) research grant(s) adopted and to be delivered of Principal Investigator or Co-Investigato(s)(Co-I(s)). Refer to the "Procedures for Preparing and Entering Research Proposal Document (to be entered in the Website)" for the specific entry method of this form.

- For research grants other than KAKENHI, select "Others" and enter the name of the research grant and the name of the funding agency in "1. Funding System/research grant name (funding agency name)".
- In the "Effort Percentage" entry, enter the percentage of hours allocated to each research project, with the total yearly working hours set at 100%.
- If the applicant has acquired competitive research grants within his/her research institution, they should be also listed.
- Enter the reasons for Ⅰ, Ⅱ and Ⅲ concretely and clearly in the column "Relationship between this KAKENHI application and the other projects".
- If you are participating in project research conducted according to the specific purpose (mission) of your 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." to that effect.

Name of the Researcher	代表 一郎

(1) Research Grant Application(s) in the Review Process

	Role in this Project	1. Funding System/Research Grant Name (Funding Agency Name) [List] 2. Research Period 3. Title of the Research Project 4. Name of the Principal Investigator	Research expenditure for FY 2021 (throughout the period) (Unit : thousand yen)	FY 2021 Effort (%)	Relationship between this KAKENHI application and the other projects Ⅰ：Distinction of the research contents Ⅱ：Reason for submission of this KAKENHI application in addition to the other projects. (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
	代表(PI)	1.[this KAKENHI application]特別推進研究 2.FY 2021〜FY 2025 3.○○の××に関する研究 4.	9,999,999 ＊( )	XX%	Sum Total 9,999,999 Thousand Yen
Delete	＊ ⌄	1.＊ [Please select "Role in this Project" at first. ⌄] ＊ [ ] 2.FY ＊[ ] 〜FY ＊[ ] 3.＊ [ ] 4.(Family Name)＊[ ] (First Name)[ ]	＊[ ] ＊( )	＊[ ]%	Ⅰ .＊[ ] Sum Total＊[ ] Thousand Yen Ⅱ .＊[ ]
+Add					

(2) Research Grant(s) Adopted and to be Delivered

	Role in this Project	1. Funding System/Research Grant Name (Funding Agency Name) [List] 2. Research Period 3. Title of the Research Project 4. Name of the Principal Investigator	Research expenditure for FY 2021 (throughout the period) (Unit : thousand yen)	FY 2021 Effort (%)	Relationship between this KAKENHI application and the other projects I :Distinction of the research contents II :Reason for submission of this KAKENHI application in addition to the other projects. III :Reason for applying this research after withdrawing current research underway ("Grant-in-Aid for Scientific Research on Innovative Areas", "Grant-in-Aid for Scientific Research", "Grant-in-Aid for Challenging Reearch", "Grant-in-Aid for Challenging Exploratory Research", "Grant-in-Aid for Young Scientists")
[Delete] * [▼]		1.* [Please select "Role in this Project" at first. ▼] * [ ] 2.FY * [ ] ~FY * [ ] 3.* [ ] 4.(Family Name)* [ ] (First Name) [ ]	*[ ] *([ ])	*[ ]%	I .* [ ] II .* [ ] III .* [ ]
[Delete] * [▼]		1.* [Please select "Role in this Project" at first. ▼] * [ ] 2.FY * [ ] ~FY * [ ] 3.* [ ] 4.(Family Name)* [ ] (First Name) [ ]	*[ ] *([ ])	*[ ]%	I .* [ ] II .* [ ] III .* [ ]
[+Add]					

(3) Other Activities	XX%
Total of the effort in (1), (2) and (3) above	100%

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Name of the Researcher	分担 一郎

(1) Research Grant Application(s) in the Review Process

Role in this Project	1. Funding System/Research Grant Name (Funding Agency Name) 2.Research Period 3.Title of the Research Project 4.Name of the Principal Investigator	Research Expenditure for FY 2021 (throughout the period) (Unit : thousand yen)	FY 2021 Effort (%)	Relationship between this KAKENHI application and the other projects I :Distinction of the research contents II :Reason for submission of this KAKENHI application in addition to the other projects.(For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
分担(Co-I)	1.[this KAKENHI application]特別推進研究 2.FY 2021〜FY 2025 3.○○○○○についての研究 4.代表 一郎	9,999,999 *(　　　)	XX%	Sum Total – Thousand Yen
分担(Co-I)	1.基盤研究(S) 2.FY 2021〜FY 2025 3.○○○○○についての研究 4.代表 二郎	9,999,999 (9,999,999)	XX%	I .○○○○○○○○○○○○○○ Sum Total – Thousand Yen II .○○○○○○○○○○○○○○

(2) Research Grant(s) Adopted and to be Delivered

Role in this Project	1.Funding System and Name of Grant Programs 2.Research Period 3.Title of the Research Project 4.Name of the Principal Investigator	Research Expenditure for FY 2021 (throughout the period) (Unit : thousand yen)	FY 2021 Effort (%)	Relationship between this KAKENHI application and the other projects I :Distinction of the research contents II :Reason for submission of this KAKENHI application in addition to the other projects.(For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
代表(PI)	1.基盤研究(A)(一般) 2.FY 2021〜FY 2025 3.○○○○○についての研究 4.	9,999,999 (9,999,999)	XX%	I .○○○○○○○○○○○○○○ Sum Total 9,999,999 Thousand Yen II .○○○○○○○○○○○○○○
分担(Co-I)	1.その他(戦略的創造研究推進事業) 2.FY 2021〜FY 2025 3.○○○○○についての研究 4.其他 一郎	9,999,999 (9,999,999)	XX%	I .○○○○○○○○○○○○○○ Sum Total – Thousand Yen II .○○○○○○○○○○○○○○

(3) Other Activities	XX%
Total of the effort in (1), (2) and (3) above	100%

29 minutes have been passed since the screen had been displayed. **Save Temporarily**

Name of the Researcher	分担 二郎

(1) Research Grant Application(s) in the Review Process

Role in this Project	1. Funding System/Research Grant Name (Funding Agency Name) 2.Research Period 3.Title of the Research Project 4.Name of the Principal Investigator	Research Expenditure for FY 2021 (throughout the period) (Unit : thousand yen)	FY 2021 Effort (%)	Relationship between this KAKENHI application and the other projects I :Distinction of the research contents II :Reason for submission of this KAKENHI application in addition to the other projects.(For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
分担(Co-I)	1.[this KAKENHI application]特別推進研究 2.FY2021〜FY2025 3.○○○○○についての研究 4.代表 一郎	9,999,999 *(　　　)	XX%	Sum Total – Thousand Yen

(2)Research Grant(s) Adopted and to be Delivered

Role in this Project	1.Funding System and Name of Grant Programs 2.Research Period 3.Title of the Research Project 4.Name of the Principal Investigator	Research Expenditure for FY 2021 (throughout the period) (Unit : thousand yen)	FY 2021 Effort (%)	Relationship between this KAKENHI application and the other projects I :Distinction of the research contents II :Reason for submission of this KAKENHI application in addition to the other projects.(For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)

(3) Other Activities	XX%
Total of the effort in (1), (2) and (3) above	100%

Save Temporarily and Go to Next **Save Temporarily** **Save Temporarily and Go Back** **Go Back Without Save**

Logout