

Supplement



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

FY2026

JSPS Research Fellows
【JSPS International Research Fellow】

(Forms / Procedures for Preparing and Entering a Research Proposal Document)

January, 2026

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

1. Screen Image of Research Proposal Document (items to be entered in the Website) of Grant-in-Aid for JSPS Research Fellows [JSPS International Research Fellow] -----	1
2. Output Image of Research Proposal Document of Grant-in-Aid for JSPS Research Fellows [JSPS International Research Fellow] -----	5
3. Procedures for Preparing and Entering a Research Proposal Document for “JSPS Research Fellows [JSPS International Research Fellow]” FY2026 -----	8
4. Confirmation on the Application of the Grant-in-Aid for JSPS Research Fellows [JSPS International Research Fellow] FY2026 (“Confirmation of Grant Application Form”) -----	10

* Application Guidelines and “Confirmation of Grant Application Form” can be downloaded from the following homepage:

URL: https://www.jsps.go.jp/j-grantsinai/20_tokushourei/index.html

* When inputting your Proposal for Grant-in-Aid, please refer to the Operation Manual of the KAKENHI Electronic Application System.

URL: <https://www-shinsei.jsps.go.jp/kaken/index.html>

(英語)応募情報(Web入力項目)画面イメージ【特別研究員奨励費(外国人特別研究員)】

JSPS
科研費電子申請システム

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

Application Information Input English > Japanese

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

Last Saved Date The information entered is not saved.

< 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 [Save Temporarily] periodically to store changes. In such instance, please read the frequently asked questions on the electronic application system information page.
- The system may experience problems when multiple windows or tabs are opened. Please avoid an access from multiple windows or tabs.

Research Proposal Document for "JSPS Research Fellows (JSPS International Research Fellow)" (FY 20XX)[1]

Name of the Host (Principal Investigator)	(Pronunciation in katakana) ケンキュウ ジロウ (Kanji etc) 研究 二郎	
Researcher Number	XXXXXXX	
Research Institution	(Number) 99999	AAA大学
Academic Unit (School, Faculty, etc.)	○○部	
Position	教授	

【JSPS International Research Fellow (Co-investigator)】

Panel Review Section (Research Category)	人文学	
Name	JACKSON Bob Joseph	
ID Number	P12345	
Nationality	アメリカ合衆国	
Funding Category <input type="button" value="List"/>	* <input type="button" value="Recalculation"/>	
Fellowship Tenure	*From: Year 20XX Month 9 Day 1 Until: Year 20XX Month 8 Day 31 24 months	
Title of Research Project	○○○○に関する研究	

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

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

<input type="button" value="Recalculation"/> (Unit: Thousand yen)					
FY 20XX					
Equipment costs		Consumables expenses			
Item	Amount	Item	Amount	Item	Amount
	0				0
	0				0
	0				0
	0				0
	0				0
Subtotal	0	Subtotal	0		
Travel Expenses		Personnel cost/Honoraria		Miscellaneous expenses	
Item	Amount	Item	Amount	Item	Amount
	0		0		0

	0		0	0	
	0		0	0	
	0		0	0	
	0		0	0	
Subtotal	0	Subtotal	0	Subtotal	0
Research Expenditure				0	

FY 20XX					
Equipment costs		Consumables expenses			
Item	Amount	Item	Amount	Item	Amount
	0				0
	0				0
	0				0
	0				0
	0				0
Subtotal	0			Subtotal	0
Travel Expenses		Personnel cost/Honoraria		Miscellaneous expenses	
Item	Amount	Item	Amount	Item	Amount
	0		0		0
	0		0		0
	0		0		0
	0		0		0
	0		0		0
Subtotal	0	Subtotal	0	Subtotal	0
Research Expenditure				0	

FY 20XX					
Equipment costs		Consumables expenses			
Item	Amount	Item	Amount	Item	Amount
	0				0
	0				0
	0				0

		0			0	
		0			0	
Subtotal		0	Subtotal		0	
Travel Expenses		Personnel cost/Honoraria		Miscellaneous expenses		
Item	Amount	Item	Amount	Item	Amount	
	0		0		0	
	0		0		0	
	0		0		0	
	0		0		0	
	0		0		0	
Subtotal		0	Subtotal		0	
Research Expenditure					0	
					Sum Total (Thousands Yen)	0

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

[Save Temporarily](#)

Purpose of the Research	※Details shall be given clearly with focus on what will be elucidated and to what extent it will be pursued. Up to 400 double-byte characters or up to 800 single-byte characters. Line break is allowed one time only. *
	Number of characters entered : 0

Research Plan	※The applicant should describe the research plan stated in the application form for JSPS Postdoctoral Fellowships for Overseas Researchers including relevance with budget (major equipment costs and major costs) of each fiscal year.(also including relevance with existing equipment costs) Moreover, indicate the necessity of the cost (e.g. breakdown) if, in case of research plans where in any of the fiscal years any of the costs like "equipment costs", "travel expenses" or "Personnel cost/Honoraria" exceeds 90%, or in the case of research plans with a budget in which expense items under Consumables or Miscellaneous account for a particularly large percentage of the budget in any single fiscal year.
	Up to 400 double-byte characters or up to 800 single-byte characters. Line break is allowed one time only. *
FY 20XX	Number of characters entered : 0
	Up to 400 double-byte characters or up to 800 single-byte characters. Line break is allowed one time only. *
FY 20XX	Number of characters entered : 0
	Up to 400 double-byte characters or up to 800 single-byte characters.

FY 20XX

Line break is allowed one time only.

Number of characters entered : **0**

※Only applicants who choose Funding Category B

Give a short description on how your plan is different from the research plan for Funding Category A (details of additional research to be conducted), when you have specific needs to exceed the maximum total budget for Funding Category A in order to carry out your research plan.

**How your plan is different
from the research plan for
Funding Category A
(Only applicants who
choose Funding Category
B)**

Up to 400 double-byte characters or up to 800 single-byte characters.
Line break is allowed one 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](#)

令和XX(20XX)年度 第1回
科学研究費助成事業（特別研究員奨励費）（外国人特別研究員）研究計画調書

令和X年XX月XX日 X版

受入研究者 (研究代表者)	(フリガナ) 氏名					
	所属研究機関名					
	部局名					
	職名					
	e-Rad研究者番号					
外国人特別 研究員 (研究分担者)	氏名					
	機関番号		ID番号		応募区分	
	国籍					
	外特採用期間					
研究課題名						

研究目的及び研究計画

研究目的		
研究計画	令和X年度	
	令和XX年度	

研究計画 (つづき)	令和XXX年度
A区分の 研究計画 との相違点	

研究経費 使用内訳

(金額単位 : 千円)

Procedures for Preparing and Entering a Research Proposal Document for “JSPS Research Fellows [JSPS International Research Fellow]” FY2026

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.

The principal investigator (host researcher) will receive a login ID and password for the Cross-Ministerial R&D Management System (hereinafter referred to as “e-Rad”) from his/her host research institution to use in accessing JSPS Electronic Application System. Application entries are entered directly into the Electronic Application System. When filling out the application (preparing your Research Proposal Document), please follow the instructions provided in each section.

Items to be noted

The following items related to the host researcher and the international research fellow will be automatically displayed on the application form. If errors are found in the automatically displayed information, put the system on “Temporarily Save” and contact the admin office of your research institution for instructions.

- **Name of the Host Researcher (Principal Investigator)**
- **Researcher Number**
- **Research Institution**
- **Academic Unit**
- **Position**
- **Panel Review Section/Research Category (of JSPS International Research Fellow)**
- **Name of JSPS International Research Fellow**
- **ID Number of JSPS International Research Fellow**
- **Nationality of JSPS International Research Fellow**
- **Title of Proposed Project**

1. “JSPS International Research Fellow (Co-Investigator)” section

(1) “Funding Category” section

Select your researcher status including whether it is for Funding Category A or B.

(2) “Fellowship Tenure” section

Automatically displayed are starting date and months of the Fellow’s tenure recorded in his/her notice of selection. If these have changed, please enter the corrected data. By pushing the “Recalculate” button, the last day of the tenure will be automatically displayed. If, however, the first day of the Fellow’s tenure is postponed and it causes a delay in the application period, the change in tenure may not be made until that application round begins. (For the application rounds, please see “I. Call for Proposals 5. Application Eligibility (etc.)” of the “Application Procedures for Grants-in-Aid for Scientific Research –KAKENHI–FY2026 JSPS Research Fellows [JSPS International Research Fellow].”

2. “Research expenditure” section

Make entries based on your research plan in each fiscal year entered in “research plan” section. Amounts should be entered in units of a thousand yen (e.g., if the amount is 100,000 yen, enter “100 thousand yen”) in the “Fiscal Year” and “Item” columns. (Numbers will be rounded down to the closest thousand yen.). Enter an amount of ¥100,000 or more for the total research expenditure in each fiscal year of your research period. (Amounts of less than ¥100,000 will be cut in ¥100,000 units.)

By pushing the “Recalculation” button, the Subtotal and Annual Budget amounts will be automatically displayed.

Extra lines may not be added. Bundle related goods and articles together and enter them within the prescribed number of lines.

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) “Equipment costs” section

When several books and/or documents are purchased, their contents should be clearly described, such as a

“Book on medieval political history in the West.” (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.

(2) “Consumables expenses” section

Enter the name of each chemical, lab animal, glass tool and other items to be purchased.

(3) “Travel Expenses” section

Domestic and overseas trips by the Principal Investigator, Co-Investigator, and Research Collaborator(s) for such travel as to conduct surveys/research, attend research meetings, report research results, etc. Costs covered include travel expenses, lodging costs, and per diem (Per diem to International Research Fellow is not included in the funding). Enter each cost item.

(4) “Personnel cost / Honoraria” section

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.)

(5) “Miscellaneous expenses” section

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

3. “Purpose of the Research” section

Please make entries following the instructions in each section. **You may use English.**

4. “Research Plan” section

Please enter your research plan which serves as the basis for your research as a JSPS International Research Fellow, following the instructions in each section. **You may use English.** In any fiscal year of this research, if the “Equipment costs”, “travel expenses” or “personnel cost/honoraria” exceeds 90% of the total research expenses in any FY of the research period and there is expenses which accounts for a particularly large proportion in “Consumables expense” or “miscellaneous expenses,” you must enter the necessity of the expenditure to carry out the research.

5. “How your plan is different from the research plan for Funding Category A” section

If you choose Funding Category A, give a short description on how your plan is different from the research plan for Funding Category A (details of additional research to be conducted), when you have specific needs to exceed the maximum total budget for Funding Category A in order to carry out your research plan., please give a clear and concise reason for doing so. **You may use English.**

**令和8(2026)年度科学研究費助成事業（特別研究員奨励費）
(外国人特別研究員)の応募等に係る確認書**
Confirmation on the Application of the Grant-in-Aid for
JSPS Research Fellow (JSPS International Research Fellow) FY2026

私は、令和8(2026)年度科学研究費助成事業（学術研究助成基金助成金）（特別研究員奨励費）（外国人特別研究員）の研究計画を遂行するために、私の日本側受入研究者である

（機関名）_____（職名）_____（氏名）_____ 氏

がこの科研費の応募及び交付に係る研究代表者として事務手続を行うことに協力するとともに、受入研究者が科研費の交付を受けた後は、同人と連帯して科研費の適正な管理に努め、関係法令・規則を遵守します。

また、科研費の交付条件及び以下の内容を理解し、遵守することを約束します。

- ・学術研究に対する国民の負託及び科研費が国民の貴重な税金で賄われていることを十分認識し、科研費を適正かつ効率的に使用するとともに、研究において不正行為を行わないこと
- ・当該研究課題の交付申請前までに研究倫理教育教材（『科学の健全な発展のために－誠実な科学者の心得－』日本学術振興会「科学の健全な発展のために」編集委員会、研究倫理eラーニングコース（e-LearningCourse on Research Ethics [eL CoRE]）、APRIN Japan eラーニングプログラム（eAPRIN）等）の通読・履修をすること、または、「研究活動における不正行為への対応等に関するガイドライン」（2014年8月26日 文部科学大臣決定）を踏まえ研究機関が実施する研究倫理教育の受講をすること
- ・当該研究課題の交付申請前までに日本学術会議の声明「科学者の行動規範－改訂版－」や、日本学術振興会「科学の健全な発展のために－誠実な科学者の心得－」の内容のうち、研究者が研究遂行上配慮すべき事項について、十分内容を理解し確認すること
- ・外国為替及び外国貿易法（昭和24年法律第228号）に基づき規制されている貨物や技術の取扱いを予定している場合には、当該法律や受入研究者の所属研究機関の規定等を踏まえ、その対処方法等を十分に確認すること
- ・研究資金や兼業等に関する情報の他、寄附金等に関する情報、資金以外の施設・設備等による支援に関する情報を含む、自身が関与する全ての研究活動の状況を受入研究者の所属研究機関の取扱いに基づき当該研究機関に適切に共有すること

（本確認書の提出時点の研究費の応募・受入状況を別紙に記載すること）

As a JSPS International Research Fellow, I will cooperate in conducting research using the Grant-in-Aid for JSPS Research Fellows with my host researcher in Japan.

Name of host researcher: _____

His/her official title: _____

His/her institution: _____

will act as my representative in official matters related to applying for and receiving the grant. Once my host researcher receives the grant, I will cooperate with him/her in carrying out the most effective use and management of the research funds. I also agree to respecting all related rules and regulations.

In addition, I have read, understand and will comply with the KAKENHI funding conditions and the terms stipulated in the following.

- 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 Japan 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
- 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.
- If he/she plans to handle any technology that is restricted under the Foreign Exchange and Foreign Trade Act (Act No. 228 of 1949), he/she should carefully determine how to handle such restricted cargo and technology and other manners in accordance with the laws and the rules etc. of the research institution.
- Before submitting the application, researchers, in accordance with the rules on handling information stipulated by the research institution, must appropriately share the status of all research activities that he/she is involved in, including information on research funds, side jobs, etc., as well as information on donations etc. and information on supports other than monetary funds through the provision of facilities, equipment, and the like.
(The applicant should enter "Application for Research Funding, the Current State of Funding" at the time of application in an attached table.)

年　　月　　日

Date: _____

外国人特別研究員/JSPS International Research Fellow Name

(ID 番号) _____

(活字体) _____

(Print) _____

(署名) _____

(Signature) _____

別 紙 (Attached Table)

(1) 応募中の研究費(Research Grant Application(s) in the Review Process)				
資金制度・研究費名（研究期間・配分機関等名）(Funding system and name of the research funding (research period and name of the funding organization))	研究課題名（研究代表者氏名）(Title of the research project (name of the Principal Investigator))	役割(代表・分担の別)(Role in this project (Principal Investigator/ Co-Investigator))	令和8年度の研究経費(期間全体の額)(Research expenditure for 2026 (throughout the period)) (Unit: thousand yen)	所属組織と役職(Affiliated institution and title/position)

(2) 受入予定の研究費(Research Grant(s) Adopted and to be Delivered)				
資金制度・研究費名（研究期間・配分機関等名）(Funding system and name of the research funding (research period and name of the funding organization))	研究課題名（研究代表者氏名）(Title of the research project (name of the Principal Investigator))	役割(代表・分担の別)(Role in this project (Principal Investigator/ Co-Investigator))	令和8年度の研究経費(期間全体の額)(Research expenditure for 2026 (throughout the period)) (Unit: thousand yen)	所属組織と役職(Affiliated institution and title/position)

(記入方法)

確認書提出時点における「（1）応募中の研究費」、「（2）受入予定の研究費」について、次のことに留意し、それぞれの状況を記入すること。

- ・「（1）応募中の研究費」、「（2）受入予定の研究費」欄には、応募・受入を予定している全ての研究費等（国外のものを含む）について記入すること。
- ・複数の研究費を記入する場合は、線を引いて区別して記入すること。

①「資金制度・研究費名（研究期間・配分機関等名）」

研究費の名称、研究期間、配分機関等名を記入すること。

②「研究課題名（研究代表者氏名）」

研究課題名を記入すること。なお、研究分担者等で参画している場合は、（ ）書きで当該研究課題の研究代表者等の氏名を記入すること。

③「役割（代表・分担の別）」

当該研究者の役割が研究代表者等の場合は「代表」と、研究分担者等の場合は「分担」と記入すること。

④「令和8年度の研究経費（期間全体の額）」

令和8年度に本人が受け入れ自ら使用する研究費の直接経費の額（応募中のものは応募額）を上段に記入し、併せて研究期間全体で自ら使用する総額（予定額）を下段に（ ）書きで記入すること。

また、本人が研究分担者等の場合は、令和8年度に本人が受け入れ自ら使用する分担金の額（予定額）を上段に記入し、併せて研究期間全体で自ら使用する分担金の総額（予定額）を下段に（ ）書きで記入すること（分担金が配分されない場合は、それぞれ「0」を記入すること。）。

なお、通貨の単位は問いませんが、分かるようにすること。

⑤「所属組織と役職」

当該研究課題を応募又は受入れるに当たっての所属組織と役職を記入すること。

(Description)

The applicant should enter the state of respectively “(1) Research Grant Application(s) in the Review Process” and “(2) Research Grant(s) Adopted and to be Delivered” at the time of application, taking into account the following points.

- Other competitive research funds (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”.
- Distinguish between sources of research funding, if there is more than one.

① 「Funding system and name of the research funding(research period and name of the funding organization)」

The applicant should enter the name of the research funding, the research period and the name of the funding organization.

② 「Title of the research project (name of the Principal Investigator)」

The applicant should enter the title of the proposed project. Moreover, if the applicant participates as a Co-Investigator or suchlike, he or she should enter the names of the Principal Investigator of the research project in question and others in parentheses.

③ 「Role in this project(Principal Investigator/ Co-Investigator)」

The applicant should enter “Principal Investigator”, if the role of the researcher in question is Principal Investigator, and “Co-Investigator”, if he or she is Co-Investigator.

④ 「Research expenditure for 2026 (throughout the period) (Unit: thousand yen)」

The applicant should fill in the amount of the direct cost of the research expenditure that he or she will receive and use himself/herself in FY2026 in the top of the page. (Items under application is the applied amount.) He or she should complete the total amount (the expected amount) that he or she will use himself/herself altogether during the whole research period in the bottom of the page between brackets.

Moreover, in case the applicant is the Co-Investigator, he or she should fill in the amount of the share of expenses (the expected amount) he or she will receive and use himself/herself in FY2026 in the top of the page. He or she should complete the total amount of the share of expenses (the expected amount) he or she will use himself/herself altogether during the whole research period in the bottom of the page between brackets. (In case no share of expenses will be allotted, he or she should fill in “0” in the respective sections.) The unit of currency does not matter, but be aware of it.

⑤ 「Affiliated institution and title/position」

Enter the affiliated institution and title/position in submitting or accepting the research project.