

Supplement



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

FY2024

Research Activity Start-up

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

March 1, 2024

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

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

URL: <https://www.jsps.go.jp/j-grantsinaid/index.html>

*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>

*Please refer to the “Operation Manual” of the KAKENHI Electronic Application System for the administrative staff in the research institution to prepare the “Background Description Regarding the Eligibility for Grant in Aid for Research Activity Start up”.

URL: https://www.shinsei.jsps.go.jp/kaken/topkakenhi/syozoku_ka.html

Matters to be noted when preparing the Research Proposal Document

KAKENHI funding aims to promote scientific research in all fields based on original ideas of researchers. The grants provide financial support for creative and pioneering research projects that will become the foundation of social development.

In KAKENHI, research theme setting is at the applicant's discretion. As such, KAKENHI research proposals are evaluated based not only on their scientific significance, but also on their originality and creativity. Accordingly, in the Research Proposal Document forms for the "Scientific Research", "Early-Career Scientists" and "Grant-in-Aid for Research Activity Start-up" categories, applicants are required to state:

- ✓ What kind of key scientific question(s) is set against the relevant scientific background (such as research trends and new developments)?
- ✓ What are the scientific originality and creativity of the proposal?
- ✓ What was the research development leading to the conception of the research idea?
- ✓ What are the research trends (domestic and overseas) and the positioning of this research in the relevant field?

In the review process, research proposals will be screened either by Comprehensive Review or Document Review. Reviewers strive to grasp the essence of the proposed research through exchange of opinions among them, evaluate such merits as scientific significance, originality and creativity, and comprehensively place their judgments taking account of the feasibility of the research plan and the applicant's ability to conduct research.

In applying for KAKENHI, applicants are advised to take note of the above, and to read the Application Procedures for Grants-in-Aid for Scientific Research and the explanations of review criteria and the annotations in the application form in preparing their Research Proposal Documents, so that the scientific merits and other points in the research proposal will be appropriately conveyed to the reviewers.

**“The Accessible Date to the Electronic Application System”
Regarding the FY2024 Grant-in-Aid for Research Activity Start-up**

When applying for the grant, it is necessary to access the Electronic Application System using e-Rad ID and password to prepare the Research Proposal Documents. Therefore, if the applicant has not yet obtained an ID and password, he/she must obtain ID, password, and eligibility for KAKENHI application from his/her research institution at first.

The first date that a researcher can access the Electronic Application System is based on the date that he/she obtains an eligibility for KAKENHI application on e-Rad. For details, see the following table.

When the research institution submits “Background Description Regarding the Eligibility for Grant-in-Aid for Research Activity Start-up” (hereinafter referred to as “Background Description”) (submission deadline: May 1, 2024 (Wednesday), 4:30 pm (This deadline should be strictly observed)), the first date that an applicant can access the Electronic Application System will depend on the dates that “Background Description” arrives at JSPS. For details, see the following table. (See page 40 - 41 and 62 - 63 of the Application Procedures for the “Grant-in-Aid for Research Activity Start-up”)

	Date that eligibility for KAKENHI application is obtained on e-Rad or the Date that “Background Description” arrives at JSPS				Date and time that Researchers can access the Electronic Application System (tentative)	
Period 1	2023/9/20 (Wed.)	—	2024/3/13 (Wed.)	2024/3/15 (Fri.)	(10:00 am)	
Period 2	3/14 (Thu.)	—	3/19 (Tue.)	3/22 (Fri.)	(10:00 am)	
Period 3	3/20 (Wed.)	—	4/3 (Wed.)	4/5 (Fri.)	(10:00 am)	
Period 4	4/4 (Thu.)	—	4/10 (Wed.)	4/12 (Fri.)	(10:00 am)	
Period 5	4/11 (Thu.)	—	4/17 (Wed.)	4/19 (Fri.)	(10:00 am)	
Period 6	4/18 (Thu.)	—	4/24 (Wed.)	4/26 (Fri.)	(10:00 am)	
Period 7	4/25 (Thu.)	—	5/1 (Wed.)	5/2 (Thu.)	(1:00 pm)	
The deadline for the submission: May 9, 2024 (Thursday) 4:30 pm (This deadline should be strictly observed.)						

Note: The deadline for the submission “Background Description” is by 4:30 pm on the last day of each submission period.

Note: As Research Proposal Document that is submitted (sent) after the deadline will not be accepted by JSPS, please complete the registration (renewal) of the applicants’ researcher information on e-Rad as early as possible, so that they will have sufficient time to submit (send) their Research Proposal Documents.

Note: Application cannot be made for Grant-in-Aid for Research Activity Start-up if new researcher information is registered (renewed) outside the timeframe of the above table.

FY2024 Procedures for Preparing and Entering a Research Proposal Document for “Grant-in-Aid for Research Activity Start-up”

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

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

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

Items to be noted

- **This Procedures for Preparing and Entering is to be used to prepare Research Proposal Document for “Research Activity Start-up” as “New Application”**
- **When preparing the Research Proposal Document, the Principal Investigator should make the preparations with responsibility, in accordance with the rules set forth in the Application Procedures.**
- **Characters and symbols in 11-point font size or larger (10-point or larger in English) should be used, considering a large number of application forms for research project will be reviewed.**
- * **The Research Proposal Document consists of “items to be entered in the website” and “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 important notes 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 your application, be sure to check that the content of your Research Proposal Document (converted PDF file) and the information displayed in the Status of Application and Acquisition of Research Grants fields are free of flaws (missing text and figures/tables, garbled text, etc.).**

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

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

The items to be entered in the website constitute the first part (“Section desired the review”, “Name of Principal Investigator (PI)”, etc.) and the second part (“Research Expenditures and Their Necessity”, “The Status of Application and Acquisition of Research Grants”) of the Research Proposal Document (PDF file) that is prepared using the Electronic Application System. Note that the Status of Application and Acquisition of Research Grants fields will not appear in the Research Proposal Documents in PDF format. Reviewers will view the information displayed on the Electronic Application System for the review.

For procedures for entering items to be entered in the website, refer to the “FY2024 Procedures for Preparing and Entering a Research Proposal Document” (items to be entered in the website) (“Grant-in-Aid for Research Activity Start-up”).

(1) Research project Information

1. Review Section
2. Name of the Principal Investigator
3. Position, Academic Unit (School, Faculty, etc.), and Research Institution of the Principal Investigator
4. Academic Degree and Effort
5. Date of Acquisition of the Eligibility to Apply for Grants-in-Aid for Scientific Research (for applicants with Condition A) only
6. Date of birth of the child (scheduled date) (for applicants with Condition B) only
7. Research Project Number for Grant-in-Aid for JSPS Research Fellows (for applicants with Condition A) only
8. Title of the Research Project
9. Request for Disclosure

(2) Research Expenditures and Their Necessity

(3) The Status of Application and Acquisition of Research Grants

II. Research Proposal Document (forms to be uploaded)

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

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

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

1. “Research Objectives, Research Method etc.” column

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.

In this column, provide information on the Research Collaborators as necessary in describing the overall research plan.

2. “Applicant’s Ability to Conduct the Research and the Research Environment” column

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

The description for the “(1) applicant’s hitherto research activities” should be focused on the research activities relevant to the submitted research plan to show the feasibility of the research plan. Any international efforts related to the applicant’s research plan (such as his/her records of joint international research and research history in overseas institutions) should be included as necessary.

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

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

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

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

3. “Issues Relevant to the Protection of Human Right and Compliance with Laws and Regulations” column

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

* When entering in the column of “Research Expenditure and Their Necessity” and “The Status of Application and Acquisition of Research Grants”, refer to “FY2024 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the website) (“Grant-in-Aid for Research Activity Start-up”)”.

1. Research Objectives, Research Method, etc.

This research proposal will be reviewed in the Grants-in-Aid for Scientific Research-KAKENHI-“Research Activity Start-up FY2024” review section of the applicant’s choice. In filling this application form, refer to the Application Procedures for Grants-in-Aid for Scientific Research-KAKENHI-.

Research objectives, research method, etc. should be described within 3pages.

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

The main text should give descriptions, in concrete and clear terms, of (1) scientific background for the proposed research, and the “key scientific question” comprising the core of the research plan, (2) the purpose, scientific originality, and creativity of the research project, (3) applicant’s research development leading to conception of the present research proposal, domestic and overseas trends related to the proposed research and the positioning of this research in the relevant field, (4) what will be elucidated, and to what extent and how will it be pursued during the research period, and (5) preparation status towards achievement of the purpose of the research project.

[SUMMARY]

Notes to observe when preparing the Research Proposal Document

Delete this entire text box when completing this form

Note 1 :

1. *Read and understand the following important notes carefully before preparing your Research Proposal Document.*

KAKENHI funding aims to promote scientific research in all fields based on original ideas of researchers. The grants provide financial support for creative and pioneering research projects that will become the foundation of social development.

In KAKENHI, research theme setting is at the applicant’s discretion. As such, KAKENHI research proposals are evaluated based not only on their scientific significance, but also on their originality and creativity. Accordingly, in the Research Proposal Document forms for the “Scientific Research”, “Early-Career Scientists” and “Research Activity Start-up” categories, applicants are required to state:

- ✓ What kind of key scientific question(s) is set against the relevant scientific background (such as research trends and new developments)?
- ✓ What are the scientific originality and creativity of the proposal?
- ✓ What was the circumstances leading to the conception of the research idea?
- ✓ What are the research trends (domestic and overseas) and the positioning of this research in the relevant field?

In the review process, research proposals will be screened either by Comprehensive Review or Two-Stage Document Review.

Reviewers strive to grasp the essence of the proposed research through exchange of opinions among them, evaluate such merits as scientific significance, originality and creativity, and comprehensively place their judgments taking account of the feasibility of the research plan and the applicant’s ability to conduct research.

In applying for KAKENHI, applicants are advised to take note of the above, and to read the Application Procedures for Grants-in-Aid for Scientific Research and the explanations of review criteria and the annotations in the application form in preparing their Research Proposal Documents, so that the scientific merits and other points in the research proposal will be appropriately conveyed to the reviewers.

Note 2:

1. *Proposals submitted to Grant-in-Aid for Research Activity Start-up will be reviewed in the Review Section Table. The proposal document should be prepared with consideration that it will be reviewed by a review committee consisting of reviewers with different backgrounds.*

Note 3:

1. *Read the “Procedures for Preparing and Entering a Research Proposal Document” before preparing this form .*
2. *Complete the form using font size 10-point or larger.*
3. *The title and instructions on the upper part of each page should be left intact.*
4. *Do not exceed the maximum number of pages specified in the instructions. Therefore, if there are any blank page(s) , leave them as they are (do not delete any page).*

Grant-in-Aid for Research Activity Start-up 2

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

Grant-in-Aid for Research Activity Start-up 3

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

2. Applicant's Ability to Conduct the Research and the Research Environment

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

If the applicant has conducted any international efforts related to his/her research plan (such as his/her records of joint international research and research history in overseas institutions), they should be included as necessary in "(1) applicant's hitherto research activities". Also, if the applicant has taken leave of absence from research activity for some period, he/she may choose to write about it therein.

*Delete this entire text box when completing this form.

*** Note:**

1. *The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed research.*
2. *Sufficient information should be given so that the reviewers can identify the research achievements. In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.*
3. *The research papers that can be cited are only those already published or accepted for publication.*

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

3. Issues Relevant to the Protection of Human Right and Compliance with Laws and Regulations

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

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

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

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

FY2024 Procedures for Preparing and Entering Research Proposal Document (items to be entered in the Website) (Grant-in-Aid for Research Activity Start-up)

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

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

Select “application information input” of the research category (Grant-in-Aid for Research Activity Start-up) from the “List of Research Categories Accepting Applications” in the electronic application system. When you select the applicable application requirement on the “Confirmation of Application Requirements” screen, the “Management of Research Proposal Document” screen will be displayed. Next, please select “Application Information Input” in the entered application information (“Research project information”, “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 “application information input”, if the “Japanese ▶ English” button at the upper left of the screen is clicked, then the explanations are translated into English.

“Confirmation of Application Requirements”screen

Researchers who satisfy either Condition A) or B) below are eligible to apply for this grant. Please select the applicable application requirement.

- A) An individual who obtains eligibility for KAKENHI application on or after September 20, 2023, and has not submitted an application under the call for proposals for the following research categories(*) announced by MEXT and JSPS.

- B) An individual who has not submitted an application under the call for proposals for the following research categories(*) announced by MEXT and JSPS because he/she was on maternity leave or was raising a preschooler(*) in FY2023.

Note1 Regarding the Grant-in-Aid Eligibility, please refer to the Application Procedures for the “Grant-in-Aid for Research Activity Start-up” FY2024.

Note2 Pertinent FY2024 Grants-in-Aids: “Grant-in-Aid for Specially Promoted Research”, “Grant-in-Aid for Transformative Research Areas”, “Grant-in-Aid for Scientific Research”, “Grant-in-Aid for Challenging Research”, and “Grant-in-Aid for Early-Career Scientists”.

Note3 Including the period of childcare leave.

Note4 If the researcher satisfies Condition B), “Background Description Regarding the Eligibility for Grant-in-Aid for Research Activity Start-up” must be submitted to JSPS before applying. “Background Description Regarding Grant-in-Aid for Research Activity Start-up” must be prepared and submitted by the research institution, so researchers planning to apply should promptly communicate their intention to the research institution. Please refer to the Application Procedures.

“Research project Information”input screen

1. Review Section

In “Grants-in-Aid for Scientific Research-KAKENHI-, “Research Activity Start-up FY2024” Review Section Table” which appears in the “List” on the electronic application system, please enter a review section which you wish to be reviewed. Please refer to the Application Procedures.

2. Name of the Principal Investigator

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

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

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

4. Academic Degree and Effort

In the column “Academic Degree”, Principal Investigator should fill in his/her academic degree.

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

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

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

5. Eligibility for Application

The application requirements with Condition A) or B) selected previously is displayed. Please confirm that your requirements information is registered correctly.

6. Date of Acquisition of the Eligibility to Apply for Grants-in-Aid for Scientific Research (for applicants with Condition A) only)

In this date column, state the year, month and day that the applicant newly acquired or reacquired the eligibility to apply for Grant-in-Aid (KAKENHI).

7. Date of birth of the child (scheduled date) (for applicants with Condition B) only)

Please state the date of birth of the child (scheduled date) in this column.

8. Research Project Number of Grant-in-Aid for JSPS Research Fellows (for applicants with Condition A) only)

Applicants who were awarded JSPS Research Fellowships before acquiring eligibility for this research category and received notice of provisional grant decision for FY2024 Grant-in-Aid for Scientific Research—KAKENHI (Multi-year Fund) (JSPS Fellows) are to enter your Project Number in the Grant-in-Aid for JSPS Fellows Project No. field.

The Grant-in-Aid for JSPS Fellows Project No. is printed on the Notice of Official Grant Decision.

(Examples)

If you are a JSPS Research Fellow: 12KJ3456

If you are an International Research Fellow: 12KF3456

9. Title of Research Project

In the column “Title of Proposed 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.) In giving a title to the research project, applicants should note that the entire Research Proposal Document, including the title of the research project, will be reviewed and will be publicized widely in the Grants-in-Aid for Scientific Research (KAKENHI) Database (KAKEN) if the research proposal is adopted. Therefore, make sure to select a title that effectively reflects the content of your research project.

If your title includes double-byte characters, you can enter up to 80 bytes (40 double-byte characters); if you are using only single-byte characters, you can enter up to 200 bytes (200 single-byte characters).

Note that double-byte characters are counted as 2 bytes and single-byte characters are counted as 1 byte. Voiced sound symbols (dakuten) and semivoiced sound symbols (handakuten) are not counted independently as one character, but that letters of the double-byte alphabet, numbers, symbols, etc. are all counted as 2 bytes and displayed as such. Bearing this in mind, applicants should avoid the use of chemical formulas and mathematical formulas as much as possible. (Example: “C a 2 +” entered in double-byte characters will be counted as 8 bytes, whereas “Ca2+” will be 4 bytes.) As a general rule, changes in the title of the research project will not be accepted.

10. Request for disclosure

The applicant should select the appropriate item from among “Request for disclosure” or “Not Request for disclosure”, for the results of review, in case his/her proposed project is not selected.

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

Once you select “Not Request for disclosure” JSPS will not disclose the review results for any reason whatsoever.

“Details of Research Expenditure and Their Necessity” input screen

Please input the details of each expense required for this research proposal based on the Research Proposal Document (forms to be uploaded). In that case, please pay attention to “Target expenditure

(direct expense)” and “Ineligible expenditure” described below. Also, please be aware that research plan with research expenditure less than 100,000 yen in any year of the research period will not be eligible for call for proposal.

“Target expenditure (direct expense)”

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

“Ineligible expenditure”

The following expenditures are not included in the funding:

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

* Indirect expense is expenditure necessary for the management of the research institution and other things that arise during the implementation of the research project (corresponding with 30% of the amount of the direct expense). The expenditure is used by the research institution. This time, it is scheduled to set up indirect expense for the research categories for which a call for proposals is organized. However, the Principal Investigator does not need to state that indirect expense in the Research Proposal Document.

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

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

- Equipment Costs

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

- Consumables Expenses

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

- Necessity of the Equipment Costs and the Consumables Expenses

Please enter the necessity and the basis of the estimation for the equipment costs and consumables expenses you have inputted. In any fiscal year of this research period, if the “equipment costs” exceeds 90% of the total research expenditure in any FY of the period and there is expenditure which accounts for a particularly large proportion in “consumables expenses”, you must enter the necessity of the expenditure to carry out the research. In addition, in such cases as equipment were purchased by the combined use from the grants, enter into the column of unit price the amount using for this concerned research project together with mentioning to the effect that this is the combined use.

- Domestic and Overseas Travel Expenses

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

- Personnel Cost/Honoraria

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

(Example) Organizing materials: [breakdown: X (number of students in Doctoral courses) × Y (number of months)] = XXXX yen. (Refer to the Application Procedures for Grants-in-Aid for Scientific Research.)

○ Miscellaneous Expenses

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

○ Necessity of Travel Expenses, Personnel Cost / Honoraria, and Miscellaneous Expenses

Please enter the necessity and the basis of the estimation of travel expenses, personnel cost/honoraria, and miscellaneous expenses you entered. In any fiscal year of this research, if the “travel expenses” or “personnel cost/honoraria” exceeds 90% of the total research expenses in any FY of the research period and there is expenses which accounts for a particularly large proportion in “miscellaneous expenses”, you must enter the necessity of the expenditure to carry out the research.

“The Status of Application and Acquisition of Research Grants” input screen (*This content will not be converted to the PDF file.)

The entries in this column will be referred to by the review committee in order to ensure that the grant status would not constitute a case of “unreasonable duplication and/or excessive concentration in the grant allocation” so that the proposed research project can be duly carried out in parallel with other projects. Principal Investigator should input and confirm each of the following information up to the time of current application such as (1) research grant application(s) in the review process, (2)

research grant(s) adopted and to be delivered, and (3) other activities.

- This research project is entered at the head of “(1) research grant application(s) in the review process”.
- Not only KAKENHI but also 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”.

(*) The Integrated Innovation Strategy 2020 states that “Regarding the acceptance of funds from foreign countries, we [the Government of Japan] will make information disclosure of the situation, etc. as a requirement at the time of a research funds application.” In response, starting from the FY2021 call for proposals, it is clearly stated that applicants submitting KAKENHI grant applications must declare any foreign research funds in “The Status of Application and Acquisition of Research Grants” column in the Research Proposal Document. Enter all domestic and foreign competitive research funds as well as any research funding, including subsidies from private foundations, funds for contract research and joint research in the review process and/or adopted and to be delivered.

And, Note the following points about joint research, etc. with a non-disclosure agreement will be handled.

- For the time being, you can submit without entering the name of the partner institution and the amount of research expenses accepted, if it is difficult to submit due to unavoidable circumstances such as when it is difficult to submit based on the contents of the confidentiality agreement that has already been concluded, etc.

And it should also be noted that when concluding a confidentiality agreement, etc. in the future, it is assumed that only necessary information may be submitted when applying for competitive research funds. Provided, if the parties to the agreement mutually agree on the scope of information to be kept confidential and reasonable grounds for such confidentiality (e.g., in case such information is materially important to corporate strategy and is deemed extremely confidential), the agreement can be formulated to prohibit the submission of such confidential information.

※The submitted information may be shared among the funding agencies and related ministries as well as information that has not been subject to a confidentiality agreement, but even in this case, the information will be shared only with those who have confidentiality obligations.

- 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”.

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

○ “ Role in this Project”

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

○ “ Funding System/Research Grant Name (Funding Agency Name)”

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

○ “Research Period”

Please enter the research period.

○ “Title of the Research Project”

Please enter the title of proposed research project.

○ “Name of Principal Investigator”

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

○ “Research Expenditure for FY2024 (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 FY2024 (items under application is the applied amount) in the upper row, and at the same time enter the total amount (planned amount) to be used by him/herself during the whole period in the lower row.

If applicant select “Co-I” in the column of Role in the Project, please enter the amount of

allotment (planned amount) to be received and used by him/herself in FY2024 in the upper row, and at the same time enter the total amount of allotment (planned amount) to be used by him/herself during the whole period in the lower row. (Please enter "0" if contributions are not distributed in the respective column)

○ “Effort Percentage in FY2024 (%)”

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

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

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

○ “Distinction of the research contents and reason for submission of this KAKENHI application in addition to the other projects, and other relevant information”

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

In addition, enter the affiliated institution and title/position in submitting or accepting the research project. You must enter the affiliated institutions and titles/positions for each and all of the projects, even if they are the same as the affiliated institution and your title/position under which you are submitting this application..

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

【英語】応募資格を有する者の区分が(A)の場合のWeb入力項目画面イメージ

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 English > Japanese

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

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

< 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.
- 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 "Research Activity Start-up" (FY 20XX)

Review Section	List	
Name of the Principal Investigator	(Pronunciation in katakana) ダイヒョウ イチロウ (Kanji etc) 代表 一郎	
Research Institution	(Number) 99999	AAA大学
Academic Unit (School, Faculty, etc.)	○学部	
Position	研究員	
Academic Degree	*	
Effort	* %	
Eligibility for Application	(A)文部科学省及び日本学術振興会が前年に公募を行った研究種目の応募締切日 (20XX年XX月XX日) の翌日以降に科学研究費助成事業の応募資格を得たため、当該研究種目に応募できなかった者 (A) An individual who obtains eligibility for KAKENHI application on or after 20XX.XX.XX, and has not submitted an application under the call for proposals for the research categories announced by MEXT and JSPS in FY20XX.	
Date of Acquisition of the Eligibility to Apply for Grants-in-Aid for Scientific Research	*Year <input type="text"/> Month <input type="text"/> Day <input type="text"/>	
Research Project Number for Grant-in-Aid for JSPS Research Fellows	(Enter the appropriate Grant Number. (ex.) 26KF1234, 15J12345) <input type="text"/>	
Title of Research Project	(Up to 40 double-byte characters or up to 200 single-byte characters) *	

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.

FY	FY 20XX	FY 20XX	Sum Total
Research Expenditure (Thousands of Yen)	0	0	0

Request for disclosure *

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

【英語】応募資格を有する者の区分が(B)の場合のWeb入力項目画面イメージ

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 English > Japanese

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

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

< 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.
- 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 "Research Activity Start-up" (FY 20XX)

Review Section	List	*
Name of the Principal Investigator	(Pronunciation in katakana) ダイヒョウ イチロウ (Kanji etc) 代表 一郎	
Research Institution	(Number) 99999	AAA大学
Academic Unit (School, Faculty, etc.)	○○学部	
Position	研究員	
Academic Degree	*	
Effort	* %	
Eligibility for Application	(B)前年度に産前産後の休暇を取得又は未就学児を養育していたため、文部科学省及び日本学術振興会が前年に公募を行った研究種目に応募できなかった者 (B) An individual who has not submitted an application under the call for proposals for the research categories announced by MEXT and JSPS because he/she was on maternity leave or was raising a preschooler in FY20XX.	
Date of birth of the child (scheduled date)	*Year <input type="text"/> Month <input type="text"/> Day <input type="text"/>	
Title of Research Project	(Up to 40 double-byte characters or up to 200 single-byte characters) *	

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.

FY	FY 20XX	FY 20XX	Sum Total
Research Expenditure (Thousands of Yen)	0	0	0

Request for disclosure *

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

JSPS
科研費電子申請システム
Help Logout

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

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>

- 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.
- 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 "Research Activity Start-up" (FY 20XX)

[Research Expenditure (Round off fractions smaller than 1000 yen)]

In this column, details of research expenditures, their necessity and the basis of their estimation should be given in connection with the "Research Proposal Document (forms to be uploaded)" page. 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 (to be entered in the Website)"

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.

ファイルの選択 * ファイルが選択されていません

Import CSV File
Print CSV File

FY	Research Expenditure (Thousands of Yen)	Breakdown (Thousands of Yen)				
		Equipment Costs	Consumables Expenses	Travel Expense	Personnel Cost/Honoraria	Miscellaneous Expenses
FY 20XX	0	0	0	0	0	0
FY 20XX	0	0	0	0	0	0
Sum Total	0	0	0	0	0	0

[Details of the Equipment Costs and the Consumables Expenses (Round off fractions smaller than 1000 yen.)]

Recalculation

Amount (Thousands of Yen)

Equipment Costs						
	FY	Item (Specification)	Place of Installation (Institution)	Qty	Unit Price	Amount
Delete	*	*	*	*	*	0
Delete	*	*	*	*	*	0
Delete	*	*	*	*	*	0
Add						
Subtotal						0

Amount (Thousands of Yen)

Consumables Expenses			
	FY	Item	Amount
Delete	*	*	0
Delete	*	*	0
Delete	*	*	0
Add			
Subtotal			0

Necessity of the Equipment Costs, 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. Be sure to input about the necessity etc. on the above.)

Number of characters entered : 0

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

Save Temporarily

[Details of Travel Expenses, Personnel Cost / Honoraria, and Miscellaneous Expenses (Round off fractions smaller than 1000 yen.)]

Recalculation

Amount (Thousands of Yen)

Domestic Travel Expense		
FY	Item	Amount
Delete		0
Delete		0
Delete		0
Add		
Subtotal		0

Amount (Thousands of Yen)

Overseas Travel Expense		
FY	Item	Amount
Delete		0
Delete		0
Delete		0
Add		
Subtotal		0

Recalculation

Amount (Thousands of Yen)

Personnel cost/Honoraria		
FY	Item	Amount
Delete		0
Delete		0
Delete		0
Add		
Subtotal		0

Amount (Thousands of Yen)

Miscellaneous Expenses		
FY	Item	Amount
Delete		0
Delete		0
Delete		0
Add		
Subtotal		0

Necessity of the Travel Expense, Personnel Cost/Honoraria, Miscellaneous 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. Be sure to input about the necessity etc. on the above.)

Number of characters entered : 0

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

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

29 minutes have been passed since the screen had been displayed.
Last Saved Date : XXXX.XX.XX XX:XX

<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.
- 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 "Research Activity Start-up" (FY 20XX)

[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 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. 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. 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.

- In the "Effort" column, 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.

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 20XX (throughout the period) (Unit : thousand yen)	FY 20XX Effort (%)	Distinction of the Research Contents and Reason for Submission of This KAKENHI Application in Addition to the Other Projects, and Other Relevant Information (Affiliated institution and title/position in submitting the application for the project shown left) (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
代表(P1)	1. [this KAKENHI application]研究活動スタート支援 2. FY 20XX~FY 20XX 3. ○○○○○○○○○○ 4.	9,999 (9,999,999)	XX%	Sum Total 9,999,999 Thousand Yen
Delete	1. * [Please select "Role" at first.] <input style="width: 100%;" type="text"/> 2. FY * <input style="width: 50%;" type="text"/> ~ FY * <input style="width: 50%;" type="text"/> 3. * <input style="width: 100%;" type="text"/> 4. (Family Name) * <input style="width: 50%;" type="text"/> (First Name) <input style="width: 50%;" type="text"/>	* * ()	* %	Sum Total* <input style="width: 50%;" type="text"/> Thousand Yen
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 20XX (throughout the period) (Unit : thousand yen)	FY 20XX Effort (%)	Distinction of the Research Contents and Reason for Submission of This KAKENHI Application in Addition to the Other Projects, and Other Relevant Information (Affiliated institution and title/position in accepting the project shown left) (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
Delete <input type="checkbox"/>	1. <input type="text" value="Please select 'Role' at first."/> <input type="text"/> 2. FY <input type="text"/> ~ FY <input type="text"/> 3. <input type="text"/> 4. (Family Name) <input type="text"/> (First Name) <input type="text"/>	<input type="text"/>	<input type="text"/> %	<input type="text"/> Sum Total <input type="text"/> Thousand Yen
Delete <input type="checkbox"/>	1. <input type="text" value="Please select 'Role' at first."/> <input type="text"/> 2. FY <input type="text"/> ~ FY <input type="text"/> 3. <input type="text"/> 4. (Family Name) <input type="text"/> (First Name) <input type="text"/>	<input type="text"/>	<input type="text"/> %	<input type="text"/> Sum Total <input type="text"/> Thousand Yen
<input type="button" value="Add"/>				

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

機関番号	研究種目番号	審査区分番号	整理番号
00000	00	0000	0000

令和X(20XX)年度 研究活動スタート支援 研究計画調書

令和XX年XX月XX日
1版

新規

研究種目	研究活動スタート支援						
審査区分							
研究代表者 氏名	(フリガナ)						
	(漢字等)						
所属研究機関							
部 局							
職							
学 位							
エフォート							
応募要件							
研究課題名							
研究経費 〔千円未満の 端数は切り 捨てる〕	年度	研究経費 (千円)	使用内訳(千円)				
			設備備品費	消耗品費	旅費	人件費・謝金	その他
	令和X年度						
	令和X年度						
	総計						
開示希望の有無	審査結果の開示を希望する						

1. Research Objectives, Research Method, etc.

This research proposal will be reviewed in the Grants-in-Aid for Scientific Research-KAKENHI-“Research Activity Start-up FY2024” review section of the applicant’s choice. In filling this application form, refer to the Application Procedures for Grants-in-Aid for Scientific Research-KAKENHI-.

Research objectives, research method, etc. should be described within 3pages.

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

The main text should give descriptions, in concrete and clear terms, of (1) scientific background for the proposed research, and the “key scientific question” comprising the core of the research plan, (2) the purpose, scientific originality, and creativity of the research project, (3) applicant’s research development leading to conception of the present research proposal, domestic and overseas trends related to the proposed research and the positioning of this research in the relevant field, (4) what will be elucidated, and to what extent and how will it be pursued during the research period, and (5) preparation status towards achievement of the purpose of the research project.

[SUMMARY]

Notes to observe when preparing the Research Proposal Document

Delete this entire text box when completing this form

Note 1 :

1. *Read and understand the following important notes carefully before preparing your Research Proposal Document.*

KAKENHI funding aims to promote scientific research in all fields based on original ideas of researchers. The grants provide financial support for creative and pioneering research projects that will become the foundation of social development.

In KAKENHI, research theme setting is at the applicant’s discretion. As such, KAKENHI research proposals are evaluated based not only on their scientific significance, but also on their originality and creativity. Accordingly, in the Research Proposal Document forms for the “Scientific Research”, “Early-Career Scientists” and “Research Activity Start-up” categories, applicants are required to state:

- ✓ What kind of key scientific question(s) is set against the relevant scientific background (such as research trends and new developments)?
- ✓ What are the scientific originality and creativity of the proposal?
- ✓ What was the circumstances leading to the conception of the research idea?
- ✓ What are the research trends (domestic and overseas) and the positioning of this research in the relevant field?

In the review process, research proposals will be screened either by Comprehensive Review or Two-Stage Document Review.

Reviewers strive to grasp the essence of the proposed research through exchange of opinions among them, evaluate such merits as scientific significance, originality and creativity, and comprehensively place their judgments taking account of the feasibility of the research plan and the applicant’s ability to conduct research.

In applying for KAKENHI, applicants are advised to take note of the above, and to read the Application Procedures for Grants-in-Aid for Scientific Research and the explanations of review criteria and the annotations in the application form in preparing their Research Proposal Documents, so that the scientific merits and other points in the research proposal will be appropriately conveyed to the reviewers.

Note 2:

1. *Proposals submitted to Grant-in-Aid for Research Activity Start-up will be reviewed in the Review Section Table. The proposal document should be prepared with consideration that it will be reviewed by a review committee consisting of reviewers with different backgrounds.*

Note 3:

1. *Read the “Procedures for Preparing and Entering a Research Proposal Document” before preparing this form .*
2. *Complete the form using font size 10-point or larger.*
3. *The title and instructions on the upper part of each page should be left intact.*
4. *Do not exceed the maximum number of pages specified in the instructions. Therefore, if there are any blank page(s) , leave them as they are (do not delete any page).*

Grant-in-Aid for Research Activity Start-up 2

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

Grant-in-Aid for Research Activity Start-up 3

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

2. Applicant's Ability to Conduct the Research and the Research Environment

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

If the applicant has conducted any international efforts related to his/her research plan (such as his/her records of joint international research and research history in overseas institutions), they should be included as necessary in "(1) applicant's hitherto research activities". Also, if the applicant has taken leave of absence from research activity for some period, he/she may choose to write about it therein.

*Delete this entire text box when completing this form.

*** Note:**

1. *The description in this column is to explain the feasibility of the research plan. On citing research achievements (research papers, books, patents, invited talks, etc.) they should be given not as an exhaustive list but as supporting evidence to prove the applicant's ability to conduct the proposed research.*
2. *Sufficient information should be given so that the reviewers can identify the research achievements. In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given.*
3. *The research papers that can be cited are only those already published or accepted for publication.*

Grant-in-Aid for Research Activity Start-up 5

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

3. Issues Relevant to the Protection of Human Right and Compliance with Laws and Regulations

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

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

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

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

年度	国内旅費の明細		外国旅費の明細		人件費・謝金の明細		その他の明細	
	事項	金額	事項	金額	事項	金額	事項	金額

旅費、人件費・謝金、その他の必要性

JSPS
科研費電子申請システム
Help

Confirm the Application Information (The Status of Application and Acquisition of Research Grants)

English • Japanese

Research Proposal Document for "XXXXXXXX" (FY 20XX)

【The Status of Application and Acquisition of Research Grants】

- You can sort the lists of Research Grant Application(s) in the Review Process or Research Grant(s) Adopted and to be Delivered in a specified order by clicking the links of "Role in this Project," "Research Expenditure," or "Effort."

Name of the Principal Investigator	代表 一郎
Research Period	FY 20XX~FY 20XX
Title of the Research Project	〇〇〇〇〇〇についての研究

(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 20XX (throughout the period) (Unit : thousand yen)	FY 20XX Effort (%)	Distinction of the Research Contents and Reason for Submission of This KAKENHI Application in Addition to the Other Projects, and Other Relevant Information (Affiliated institution and title/position in submitting the application for the project shown left) (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
代表(P I)	1. [this KAKENHI application]XXXXXXXX	9,999,999	XX%	Sum Total 9,999,999 Thousand Yen
	2. FY 20XX~FY 20XX			
	3. 〇〇〇〇〇〇についての研究	(9,999,999)		
	4. 代表 一郎			
分担(Co-I(s))	1. 基礎研究 (S)	9,999,999	XX%	Sum Total - Thousand Yen
	2. FY 20XX~FY 20XX			
	3. 〇〇〇〇〇〇についての研究	(9,999,999)		
	4.			

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

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 20XX (throughout the period) (Unit : thousand yen)	FY 20XX Effort (%)	Distinction of the Research Contents and Reason for Submission of This KAKENHI Application in Addition to the Other Projects, and Other Relevant Information (Affiliated institution and title/position in accepting the project shown left) (For a KAKENHI grant as Principal Investigator, enter the total research expenditure for the whole research period.)
代表(P I)	1. 基礎研究 (S)	9,999,999	XX%	Sum Total 9,999,999 Thousand Yen
	2. FY 20XX~FY 20XX			
	3. 〇〇〇〇〇〇についての研究	(9,999,999)		
	4.			
分担(Co-I(s))	1. 基礎研究 (S)	9,999,999	XX%	Sum Total - Thousand Yen
	2. FY 20XX~FY 20XX			
	3. 〇〇〇〇〇〇についての研究	(9,999,999)		
	4. 代表 二郎			

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

Close