

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

FY2024

Fund for the Promotion of Joint International Research
(International Collaborative Research)

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

This English version is provided for convenience of prospective KAKENHI applicants who experience difficulty in reading the Japanese original, which should be referred to, in case of dispute.

March 1, 2024

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

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* Forms for Research Proposal Document (forms to be uploaded) and Letter of Intent will be downloaded from the JSPS website (see below)

(URL) https://www.jsps.go.jp/english/e-grants/grants09_itn_collab.html

FY2024 Procedures for Preparing and Entering a Research Proposal Document Fund for the Promotion of Joint International Research (International Collaborative Research)

Applicants for 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 review material at the JSPS Scientific Research Grant Committee.

The applicant should fill out 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 “Fund for the Promotion of Joint International Research (International Collaborative Research)” (hereinafter referred to as International Collaborative Research) reviewed by the “Medium-sized Section” 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.**
- * **In this document, 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.**
- * **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, please do not exceed the number of pages specified for each item. As a result of filling according to the instructions of each item, blank pages may be generated but in that case, do not delete them.**
- * **The sentences in italics on the form should be deleted but do not delete other instructions and boxes.**
- * **Research Proposal Document prepared in English is accepted.**
- * **Before submitting, be sure to check whether the contents of the Research Proposal Document converted to the PDF file and the content shown in the “Status of Application and Acquisition of Research Grants” column are complete (missing characters, charts, garbled characters, etc.).**

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

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

The items to be entered in the website constitute the first part (“Section desired the review”, “Name of Principal Investigator (PI)” etc.) and the second part (“Research Expenditures and Their Necessity”, “The Status of Application and Acquisition of Research Grants”) of the Research Proposal Document that is prepared using the Electronic Application System. The “Status of Application and Acquisition of Research Grants” column will not be shown in the Research Proposal Document PDF file. Instead, the content shown on the electronic application system will be reviewed.

Document PDF file. Instead, the content shown on the electronic application system will be reviewed

For procedures for entering items to be entered in the website, please refer to the International Collaborative Research FY2024 Procedures for Preparing and Entering a Research Proposal Document” (items to be entered in the website).

Items to be entered in the Website (First half)

- New Proposal or Continued
- Medium-sized Section
- Name of the Principal Investigator
- Position, Academic Unit (School, Faculty, etc.), and Research Institution
- Title of the Research Project
- Name, Institution Name, and Position of the Overseas Joint Researcher Written in the Letter of Intent Submitted in Conjunction with the Research Proposal Document
- Site Where You Will Conduct the Research (Country, Region, Visiting schedule, etc.)
- Request for Disclosure
- Application requirements if applying as an Early-Career Researcher
- Project Members (Principal Investigator and Co-Investigator(s))

Items to be entered in the Website (Second half)

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

II. Research Proposal Document (forms to be uploaded)

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

The Principal Investigator should download the “Research Proposal Document (forms to be uploaded)” from the JSPS website for Grants-in-Aid for Scientific Research, and fill it in. He or 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) “Summary, Significance and Necessity of the Joint International Research, etc.” column

In order to enable reviewers to gain better understanding on the proposed research project, provide a summary on this joint international research including its significance and necessity. Focus mainly on the research plan that the Principal Investigator will carry out at the overseas research institution, etc. where he/she will be visiting in person. Follow the instructions given in the Research Proposal Document. The description of the summary should be about 10 lines long.

(2) “Research Objectives and Research Method of the Joint International Research, etc.” column

The description should be given what kind of research you plan in accordance with the instruction specified in the Research Proposal Document to be submitted this time so that the overall structure can be clarified.

For the purpose of offering an overview of the proposed research project, follow the instructions given in the Research Proposal Document and provide a statement on what you aim to achieve through the proposed research. In particular, give a clear description on the kind of role that those participating early career researchers will assume within the research plan while staying abroad.

(3) “Role of Overseas Joint Researchers and the state of preparation” column

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

Principal Investigator should give concrete contents of his/her research plan, relate the roles to be assigned to them and obtain his/her/their full consent.

(4) “Applicant’s Ability to Conduct the Research and the Research Environment” column

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

The description for the “(1) applicant’s research activities to date” 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. In case the Co-Investigator involved, it should be focused on the research activities relevant to the prospected roles in the research plan by the Co-Investigator.

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

Sufficient information should be given so that the reviewers can identify the research achievements. In the case of a research paper, for example, the relevant bibliographic information, including the title of the paper, the author(s), the title and the volume of the journal, the publication year, and the pages of the article should be given. The research papers that can be cited are only those already published or accepted for publication.

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

(5) “Issues Relevant to Human Right Protection and Legal Compliance” column

Please 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) (“International Collaborative Research”)”.

III. Letter of Intent

For the application of International Collaborative Research, applicant should collect Letter of Intent from an overseas joint researcher in time for the application to confirm that applicant jointly conducts the research project with the overseas researcher(s) and upload the letter with the Research Proposal Document (forms to be uploaded) to the electronic application system. You can download the form (S-63-2) on JSPS website, and read carefully before filling out.

Uploaded Letter of Intent will be used in review process as a part of the Research Proposal Document.

Please inform a researcher to whom you request to write Letter of Intent the following:

Personal information of overseas Co-Investigator given in Letter of Intent and Research Proposal Document will be used for administrative tasks of KAKENHI grants; the above includes providing personal information to external contractor(s) in charge of the electronic processing and management of KAKENHI data. You can also refer to (3) Electronic Submission of the Research Proposal Document, 4), Application Procedures for Grants-in-Aid for Scientific Research.

Until the both Research Proposal Document and Letter of Intent have been uploaded, applicant cannot submit (send) them to his/her research institution.

機関番号	研究種目番号	応募区分番号	中区分	整理番号
00000	61	3	00	0000

令和X(20XX)年度
国際共同研究加速基金（海外連携研究）研究計画調書

令和XX年XX月XX日
1版

新規

中区分							
研究代表者 氏名	(フリガナ)						
	(漢字等)						
所属研究機関							
部 局							
職							
研究課題名							
研究計画調書と ともに提出する 同意書 (Letter of Intent) に記載した海外 の共同研究者の 氏名、機関名、 及び職							
研究を行う場所 (国・地域等) 及び渡航期間							
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						
	令和X年度						
	令和X年度						
	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						

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

1. Summary, Significance and Necessity of the Joint International Research, etc.

This research proposal will be reviewed in the Medium-sized Section of the applicant's choice. In filling this application form, refer to the Rules concerning the review and assessment for Grants-in-Aid for Scientific Research -KAKENHI- (Application Procedures of Grant-in-Aid for the Scientific Research -KAKENHI-).

The significance and necessity of joint international research should be described within 3 pages, primarily focusing on Principal Investigator's visiting plan to the "overseas research institution, etc." to implement the proposed research.

A succinct summary of the research proposal should be given at the beginning. The main text should provide a rationale of Principal Investigator's visit to the "overseas research institution, etc." to conduct joint international research in concrete and clear terms, including its significance and necessity, within the context of research trends in Japan and the world.

[SUMMARY]**Matters to be noted when preparing the Research Proposal Document**

○Read the following important notes carefully before preparing this form. Delete this entire text box when filling in this form. ○

*** Note 1:**

1. *Proposals submitted to the research category International Collaboration Research will be reviewed in the pertaining Medium-sized Section of the Review Section Table. The proposal document should be prepared with consideration that it will be reviewed from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.*
2. *Make sure that your research plan is consistent with the purpose of the research category.*

*** Note 2:**

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

○Read the following important notes carefully before preparing this form. Delete this entire text box when filling in this form. ○

[1. Summary, Significance and Necessity of the Joint International Research, etc. (continued from the previous page)]

[1. Summary, Significance and Necessity of the Joint International Research, etc. (continued from the previous page)]

2. Research Objectives, Research Method of the Joint International Research, etc.

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

The main text should give descriptions of: (1) Background of the proposed research and scientific questions that form the core of the research plan; (2) Purpose, novelty, and originality of the research project, and; (3) Subject, method, and goal of the proposed international joint research; to provide comprehensive framework.

Additionally, the detailed research plan for Japanese researchers, including their names, their visiting schedule and research contents to be conducted overseas, should be contained.

A concrete description of the role-sharing between the Principal Investigator and the Co-Investigator(s) should be given. Especially, the specific roles of early-career researcher(s) in the overseas research activity should be clarified. If postdoctoral researcher(s) and/or graduate student(s) participate as Research Collaborator(s), their specific roles in the overseas research activity should be clarified.

[2. Research Objectives, Research Method of the Joint International Research, etc. (continued from the previous page)]

[2. Research Objectives, Research Method of the Joint International Research, etc. (continued from the previous page)]

3. Role of Overseas Joint Researchers and the state of preparation

Describe the following clearly and concretely within 2 pages.

- (1) The role and research content of the overseas joint researchers in the proposed project
- (2) The state of preparation with the overseas joint researchers in the run-up to implementing the international joint research
- (3) The heretofore research activities and research accomplishments (e.g., authored papers) of the overseas joint researchers

[3. Role of Overseas Joint Researchers and the state of preparation (continued from the previous page)]

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

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

If the applicant has 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 research activities to date". Also, if the applicant has taken leave of absence from research activity for some period, he/she may choose to write about it therein.

Matters to be noted when preparing the Research Proposal Document

○Read the following important notes carefully before preparing this form. Delete this entire text box when filling in this form. ○

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.*

○Read the following important notes carefully before preparing this form. Delete this entire text box when filling in this form. ○

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

5. Issues Relevant to Human Right Protection and Legal Compliance

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

In case the proposed research involves such issues that require obtaining consent and/or cooperation of the third party, consideration in handling of personal information, or actions related bioethics and/or biosafety (including the laws, 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 into such categories, enter “N/A (not applicable)”.

[illegible]

設備備品費、消耗品費の必要性

[illegible]

旅費、人件費・謝金、その他の必要性

FY2024 Procedures for Preparing and Entering a Research Proposal Document
(items to be entered in the Website)
Fund for the Promotion of Joint International Research
(International Collaborative Research)

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

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

Please select “application information input” of the research category for which an application is made from the “List of Research Categories for which Applications are accepted”. **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 each input, if the “Japanese ☐ English” button at the upper left of the screen is clicked, then the explanations are translated into English.

Input Screen of “Research project information”

1. New Proposal or Continued

“New Proposal” will be automatically displayed. (The applicant cannot select “Continued”.)

2. Section Desired the Review

In “Grants-in-Aid for Scientific Research-KAKENHI-, Review Section Table” (hereinafter referred to as “Review Section Table”) which appears in the “List” on the electronic application system, please enter a Medium-sized Section which you wish to be reviewed.

3. 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.

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

The information on Principal Investigator which has been registered in advance from the research institution will

be automatically displayed. Principal Investigator should verify whether the information on his/her professional affiliation has been displayed correctly at the time he or 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.

5. Title of Research Project

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

6. Name, Institution Name, and Position of the Overseas Joint Researcher Written in the Letter of Intent Submitted in Conjunction with the Research Proposal Document

The applicant should enter the name, institution name, and position of the overseas joint researcher written in the Letter of Intent submitted in conjunction with the Research Proposal Document. It is possible to enter these in Japanese or in English. If applicants create more than one Letter of Intent, they should provide description on their overseas joint researchers in the one that will be uploaded to the electric application system. The applicant can enter up to 600 single-byte characters. (Note that double-byte characters are counted as 2 bytes and single-byte characters are counted as 1 byte.)

7. Site Where You Will Conduct the Research (Country, Region, visiting schedule, etc.)

The applicant should enter the site where the joint international research is to be conducted (country, region, etc.) in pursuit of the proposed research project. Please note that the research site in Japan is not required to enter. If there are multiple sites to conduct the research, please enter the main one(s). You may enter more than one main site. You should also enter the travel plans, including the tentative ones at the time of application, per countries and regions and the duration during which you will conduct the international joint research in locations in overseas.

Please make notes if scheduling has not been finalized. The applicant can enter up to 600 single-byte characters. (Note that double-byte characters are counted as 2 bytes and single-byte characters are counted as 1 byte.)

8. Results of review

The applicant should select the appropriate item from among “Request for disclosure” or “Not Request for disclosure”, for the results of the document review (first stage of the review) etc., in case his/her proposed project is not adopted.

In the event that your research proposal is not adopted, you may request the disclosure of the review results (the approximate ranking within the Medium-sized Section, raw scores (average scores) assigned by reviewers for each rating element, and “standard-format opinions”) of the document review (first stage of the review). Select either “Request for disclosure” or “Not request for disclosure”.

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

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

9. About the Application as an Early-Career Researcher

At least 3 (up to around 5) domestic researchers should be involved in the International Collaborative Research as project members including at least one early-career researcher (*) .

In case the early-career researcher applies as a Principal investigator, his/her project is eligible even when it is conducted by 1 or 2 early-career researchers.

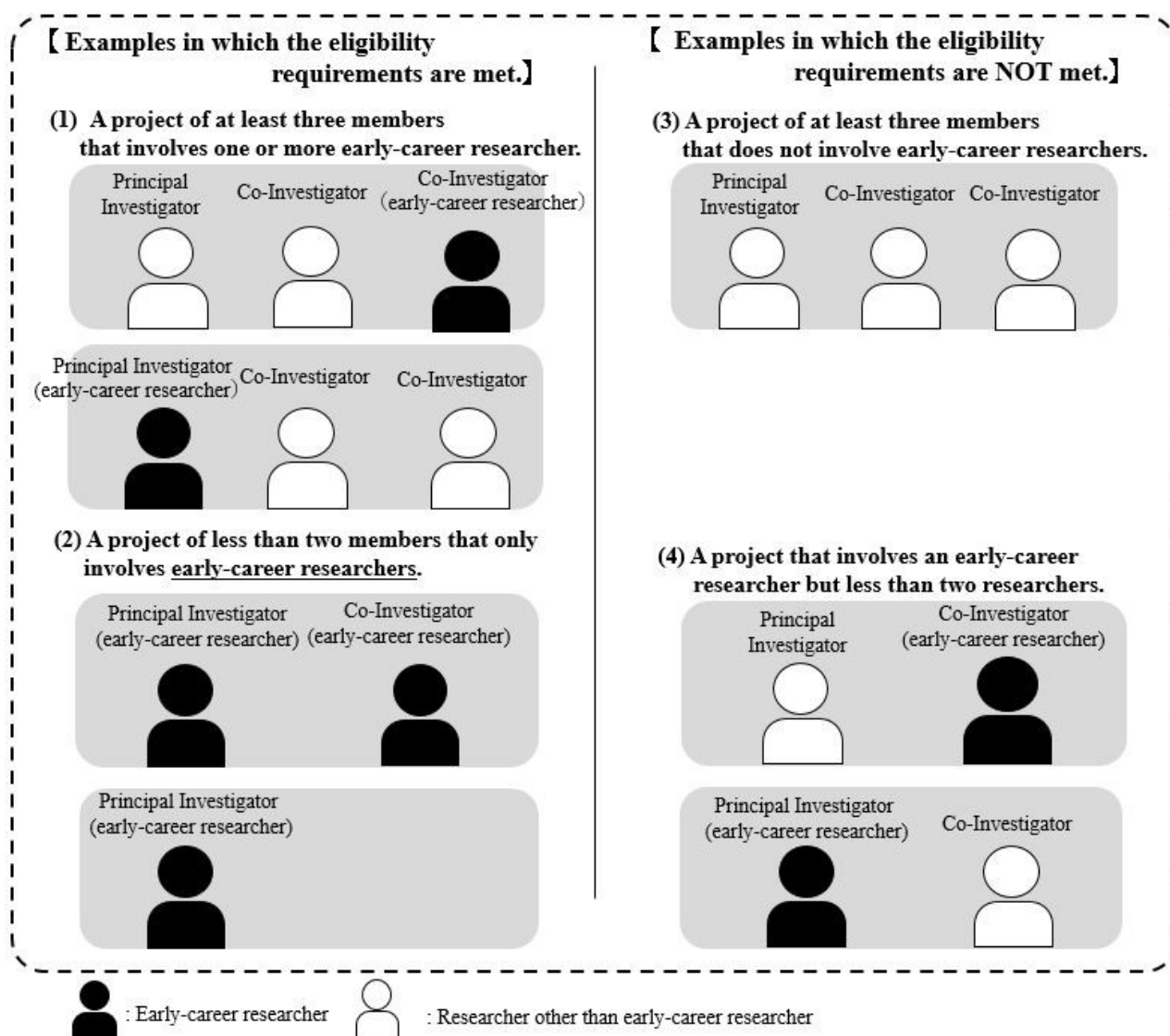
* < Eligibility of Early-Career Researcher >

(1) An applicant who is less than 8 years after the acquisition of his/her Ph.D. as of April 1, 2024.

(An applicant who is in the process of acquiring a Ph.D. at the time of application is excluded.)

(2) An applicant who is deemed less than 8 years after acquisition of his/her Ph.D. by exempting as of April 1, 2024 the period(s) of childcare leave etc. (prenatal/postpartum break, childcare leave).

An applicant who is an early-career researcher and apply as Principal Investigator should check the box “I will apply as an Early-Career Researcher.” and select one of the application requirements that suits your status from (1) to (2). The requirement of your choice is automatically confirmed on the electronic application system citing the date that you were awarded Ph.D. and your date of birth provided to the e-Rad system (The Cross-Ministerial Research and Development Management System.)



10. Project Members List

Concerning the planned research of “International Collaborative Research”, it is possible to involve the “Co-Investigator” and the “Research Collaborator” in the research. For the definitions of “Principal Investigator”, “Co-Investigator”, “Research Collaborator”, please refer to Application Procedures for Grants-in-Aid for Scientific Research, as necessary.

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

(1) Organization of Project Members

In principle, at least three researchers should be involved in a project as members in the role as a Principal Investigator or a Co-Investigator. At the same time, at least one of the members must be an early-career researcher. (Please refer to “9. About the Application as an Early-Career Researcher”)

Note that a project whose members are less than two is eligible to apply if all of the members

are early-career researchers and take the role as a Principal Investigator or a Co-Investigator.
(Refer to III. Instructions for Prospective Applicants Preparation of the KAKENHI Application Form
(Research Proposal Document and Letter of Intent) **【The Participation of Early-Career Researcher to
Project Members (Principal Investigator and Co-Investigator) in International Collaborative Research】** in
the Application Procedures for Grants-in-Aid for Scientific Research - KAKENHI -)

(2) Project Members Input (Principal Investigator)

- **In the column “Distinction”,** it will be automatically displayed as “Principal Investigator”.
- **In the column “Researcher Number”, “Name (Pronunciation in katakana and Kanji etc.)”, “Age (as of April 1, 2024)”, and “Research Institution, Academic Unit (School, Faculty, etc.), Position”** of the Principal Investigator, the information on the Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator should verify whether the information has been displayed correctly.
- **In the column “Academic Degree”,** Principal Investigator should fill in his/her academic degree. Enter the last educational status only.
- **In the column “Role in This Project”,** the Principal Investigator should fill in, how the Principal Investigator and the Co-Investigator(s) will cooperate to carry out the research, in a way that clarifies the respective connections between the researchers, and highlighting the allotment of research tasks in the research implementation plan FY2024. Principal Investigator should also enter those information of Co-Investigator(s).
- **In the column “Research Expenditure for FY2024”,** the share of the grant to the Principal Investigator and the Co-Investigator(s) should be entered in units of thousand yen, based on the research plan. Principal Investigator should also enter those information of Co-Investigator(s).

The total amount of all the shares of the grant to each researcher should correspond to “Research Expenditure for FY2024 (Thousand Yen)” displayed in the screen. If it does not correspond, “error” is displayed on the confirmation screen after entering.

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

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

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

(3) Project Members Input (Co-Investigator)

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

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

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

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

- **In the column “Distinction”**, it will be automatically displayed as “Co-I(s)”.
- **In the column “Researcher Number”, “Name (Pronunciation in katakana and Kanji etc.)”, “Age (as of April 1, 2024)”, and “Research Institution, Academic Unit (School, Faculty, etc.), Position”** of the Co-Investigator, enter the researcher number of the Co-Investigator and click on the [Search] button, his/her information will be displayed, and click [OK] button.

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

- **In the columns “Academic Degree” and “Effort”**, the contents which the Co-Investigator entered in the consent process of Co-Investigator will be displayed.
- **In the columns “Role in This Project” and “Research Expenditure for FY2024”**, the Principal Investigator should enter the contents. (Please refer to the column “(2) Project Members Input (Principal Investigator)” for the entry method).

【About the Consent Process of Co-Investigator】

- The consent both from Co-Investigator him/herself and his/her research institution should be given on the electronic application system to list him/her on the project members as a Co-Investigator.
- To make a request for Co-Investigator(s), check the checkbox at “Request” in the “Status of Consent” row and save it temporarily on the electronic application system. The researcher registered in the field is provisionally requested to participate in the research project as a Co-Investigator. Check the checkbox again to confirm that you want to request him/her to participate in the research project. (In addition, please contact him/her that you had made the Co-Investigator request on the system.)
- When the consent both from Co-Investigator him/herself and his/her research institution have been given, the “Status of Consent” will be changed to “Obtained the consent from the Co-Investigator” and “Obtained the consent from the institution”.
- You cannot request the researcher to become a Co-Investigator whose status of consent is “Dissented by

the Co-Investigator” or “Dissented by the Institution”. Press [Delete] button on the left-hand side of that column and delete the frame into which the data is being entered.

- When you request the researchers to become a Co-Investigator, your official request should be based on the **high probability in obtaining the consent from the Co-Investigator-to-be after surely confirming the following items with the researchers.**

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

② As well as the Co-Investigator understand and comply with both the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the (a), (b), and (c) below, and to receive a share of KAKENHI from the Principal Investigator and use it properly.

(a) The Co-Investigator has to recognize that citizens have placed trust in scientific research and that the KAKENHI are funded with their tax, and you therefore have to use the KAKENHI in a proper and efficient way and refrain from committing research misconduct during my research.

(b) The Co-Investigator has to fulfil the requirement for the research ethics education coursework either by reading a textbook such as “For the Sound Development of Science -The Attitude of a Conscientious Scientist-” (“For the Sound Development of Science” Editorial Committee on JSPS), by taking an e-Learning course such as the “e-Learning Course on Research Ethics [eL CoRE] or “APRIN e-learning program (eAPRIN)”, or by participating in the research ethics education course conducted at his/her institution based on the “Guidelines for Responding to Misconduct in Research” (Adopted August 26, 2014 by MEXT), prior to the formal application for grant delivery (or, in case the grant has already been delivered, by the time the “application for approval of change for the Co-Investigator” is submitted by the Principal Investigator to JSPS).

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

*** Refer to the KAKENHI (Grants-in-Aid for Scientific Research) Electronic Application System Operation Manual**

(URL: https://www.shinsei.jsps.go.jp/kaken/topkakenhi/shinsei_ka.html)

for the detailed information on the consent process of the Co-Investigator such as operating environment, operating method, and so on.

(4) An overseas joint researcher who conducts joint international research is a “Research Collaborators”.

While you don’t need to enter the names of overseas joint researchers’ institutions, you should mention about them to present a comprehensive and overall picture of your research project in “Research Objectives and

Research Method of the Joint International Research, etc.” column. In addition, the role of each joint researcher should be specified in “Role of Overseas Joint Researchers and the state of preparation” column.

“Research Expenditure and Their Necessity” input screen

1. Details of Research Expenditure and Their Necessity

In this column, details of research expenditure, their necessity and the basis of their estimation should be given in connection with the “Research Proposal Document (forms to be uploaded)”. In that case, please pay attention to “Target expenditure (direct expense)” and “Ineligible expenditure” described below. In addition, record the necessary costs of visits and research plans to be carried out by Principal Investigator and other investigators of the Japanese team for the research proposed in this research category. 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) Expenditures other than those mentioned on the above A-C that are apt to be covered by 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 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. Please enter the amount in thousand yen units and round off fractions smaller than one thousand yen. After completing 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 materials, please input to some extent, such as the contents of the books and materials, as “Western medieval political history related books” (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 machinery and equipment, simply enter a set of ○ ○ ○ as well as its breakdown.

- Consumables Expenses

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

- Necessity of the Equipment Costs, Consumables Expenses

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

- Domestic and Overseas Travel Expenses

As for the domestic and overseas travel expenses for Principal Investigator, Co-Investigator(s), and Research Collaborators (data collection, various investigations, meetings of research, announcement of results of research, etc.), please enter the expenditures (transportation fee, accommodation fee, 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 or Co-Investigator(s) 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 plan period and there are 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

1. The Status of Application and Acquisition of Research Grants

(* This column will not appear in 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. List, at the time of submission of this KAKENHI application by Principal Investigator, please input (1) research grant application(s) in the review process, (2) research grant(s) receiving and/or adopted to be delivered, and (3) other activities.

- Please enter this research project to be entered at the head of “(1) research grant application(s) in the review process”.
- Please enter not only KAKENHI but also other Competitive Research Funds including those offered by overseas organizations in “(1) research grant application(s) in the review process” and “(2) research grant(s) receiving and/or adopted 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 the such information is materially important to corporate strategy and is deemed extremely confidential), the agreement can be formulated beforehand with dissent to submit 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 their research institution in “(1) research grant application(s) in the review process” or “(2) research grant(s) receiving and/or adopted to be delivered”. The effort of the research activities 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) receiving and/or adopted 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 Scheme, Grant Category (Funding Organization)”

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

○ “Research Period”

Please enter the research period.

○ “Title of Proposed 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 himself /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 himself/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 contribution (planned amount) to be received and used by himself / herself in FY2024 in the upper row, and at the same time enter the total amount of contribution (planned amount) to be used by himself/herself during the whole period in the lower row. (Please enter "0" if contributions are not distributed in the upper row.)

○ “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) receiving and/or adopted 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”

Please explicitly enter the items focusing on the research grant application(s) in the review process or research grant(s) receiving and/or adopted 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.

Also, enter the affiliated institution and your title/position under which you will be submitting the application or

receiving grant delivery for this 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.

Management of Research Proposal Document (Items to be entered in the Website) (Screenshot)

JSPS
科研費電子申請システム
ヘルプ
ログアウト

応募者向けメニュー(Menu for Applicant)> 研究計画調書管理(Management of Research Proposal Document)

研究計画調書管理
Management of Research Proposal Document

研究種目名 Research Category	提出先機関名 Name of Submission Destination Institution	研究課題名 Title of Research Project	作成日 Date of Creation
令和X(20XX)年度 国際共同研究加速基金(海外連携研究)	ABCDE大学	〇〇〇における×××の研究	XXXX年XX月XX日

<注意事項>

- 研究計画調書は以下の応募情報を入力して作成します。

< Note >

- By entering the following application information, Research Proposal Document will be created.

応募情報 Application Information	処理状況 Processing Status	応募情報入力 Application Information Input
研究課題情報 Research project information	作成済 Created 分担者承諾完了 Consent from the Co-Investigator has been obtained.	修正 Modify
研究経費とその必要性 Research Expenditure and Their Necessity	作成済 Created	修正 Modify
研究費の応募・受入等の状況 ※PDFファイルには変換されません。 The Status of Application and Acquisition of Research Grants Note: Not converted to PDF.	作成済 Created	修正 Modify

<注意事項>

- 添付ファイル項目を全て登録することで、PDFを作成することができます。
- 添付ファイル項目以外の項目が未入力の状態でも、「提出確認用」の透かしの入ったPDFを作成することができます。
- 添付ファイル項目についてはWordファイルの代わりにPDFファイルを選択することも可能です。(PDFファイルは添付ファイル項目様式(Word又は本会並びに文部科学省が提供する様式)を基に作成したものに限りです。)
- 添付ファイル項目の頁総数に不足がある場合は、PDF変換時にエラーとなります。
- 添付ファイル項目様式の余白設定を変更すると、エラーとなる場合がありますので、余白設定は変更しないでください。
- 海外の共同研究者の同意書についてはPDFファイルを選択してください。

< Note >

- You can create a PDF file after you finish registering all forms to be uploaded.
- You can create a PDF watermarked as 「提出確認用」 (for pre-submission revision) before you enter items other than the items in forms to be uploaded.
- A PDF file can be used instead of a Word file for the forms to be uploaded. (A PDF file must be created using the forms to be uploaded in accordance with the Word file or the format provided by the JSPS or the MEXT)
- If there is a shortage in the total number of pages of the forms to be uploaded, an error will occur during PDF conversion.
- Do not change the margin setting of the forms to be uploaded. Doing so may cause errors.
- For the Letter of Intent by an Overseas Joint Researcher, select PDF file.

添付ファイル項目および海外の共同研究者の同意書 Forms to be Uploaded and Letter of Intent by an Overseas Researcher		ファイル登録/登録済みファイルダウンロード File Registration / Registered File Download
S-63-1	<div>ファイルの選択</div> <div>ファイルが選択されていません</div>	登録 Register
海外の共同研究者の同意書 (S-63-2) Letter of Intent by an Overseas Joint Researcher (S-63-2)	<div>ファイルの選択</div> <div>ファイルが選択されていません</div>	<div>ダウンロード Download</div> <div>削除 Delete</div>

次へ進む
Next
戻る
Return
ログアウト
Log out

Application Information Input (Items to be entered in the Website) (Screenshot) ①

JSPS
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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 with 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 "Fund for the Promotion of Joint International Research (International Collaborative Research)" (FY 20XX)

New proposal or Continued	新規(New proposal)
Medium-sized 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	AAA大学
Academic Unit (School, Faculty, etc.)	AA学部
Position	教授
Title of Research Project	(Up to 40 double-byte characters or up to 200 single-byte characters) *
Name, Institution Name, and Position of the Overseas Joint Researcher Written in the Letter of Intent Submitted in Conjunction with the Research Proposal Document	(Up to 300 double-byte characters or up to 600 single-byte characters. No line breaks are allowed.) *
Site Where You Will Conduct the Research (Country, Region, etc.) and Travel Period	(Up to 300 double-byte characters or up to 600 single-byte characters. No line breaks are allowed.) *

* The contents entered in Research Expenditure and Their Necessity screen are displayed.

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

Request for disclosure *

[About the Application as an Early-Career Researcher]

At least 3 (up to around 5) domestic researchers should be involved in the International Collaborative Research as project members including at least one early-career researcher (*). In case the early-career researcher applies as a Principal investigator, his/her project is eligible even when it is conducted by 1 or 2 early-career researchers.

*
When you apply yourself for the KAKENHI program as an early-career researcher, you have to meet any of the following application requirements (1) to (2). Otherwise you are not entitled to apply for the International Collaborative Research as an early-career researcher.
When you apply as an early-career researcher, please select an appropriate application requirement out of options (1) to (2) below with checking the checkbox at "I will apply as an Early-Career Researcher".

☐ I will apply as an Early-Career Researcher

application requirements	
<input type="radio"/>	(1) Be a researcher who is less than 8 years after his/her acquisition of Ph.D. (as of April 1st, 20XX).
<input type="radio"/>	(2) Be a researcher who is less than 8 years after his/her acquisition of Ph.D. (as of April 1st, 20XX) except period of childcare leave etc. (prenatal/postpartum break, childcare leave).
	Period taken for Maternity/Childcare Leave1 * Year Month~ Year Month
Delete	Period taken for Maternity/Childcare Leave2 * Year Month~ Year Month
Delete	Period taken for Maternity/Childcare Leave3 * Year Month~ Year Month
Add	

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

Save Temporarily

Application Information Input (Items to be entered in the Website) (Screenshot) ②

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

- At least 3 (up to around 5) domestic researchers should be involved in the International Collaborative Research as project members including at least one early-career researcher. In case the early-career researcher applies as a Principal investigator, his/her project is eligible even when it is conducted by 1 or 2 early-career researchers.
- Click [Add] button if you add Co-Investigator(s) (Co-I(s)).
- Note: Click [Add] on the left-hand side of the window to insert additional Project Members List fields. Click Delete on the left-hand side of each field to delete unused fields (if any field is not used or no longer required).
- Enter the researcher number of the Co-Investigator and click on the [Search] button, his/her information will be displayed, and click [OK] button. Since the Co-Investigator may belong to more than one research institution, please ask the Co-Investigator at first to confirm which affiliation he/she wishes to list for the application.
- The consent both from Co-Investigator him/herself and his/her research institution should be given on the electronic application system to list him/her on the project members as a Co-Investigator.
- To make a request for Co-Investigators, check the checkbox at "Request" in the "Status of Consent" row and save it temporarily. The researcher registered in the field is provisionally requested to participate in the research project as a Co-Investigator. Check the checkbox again to confirm that you want to request him/her to participate in the research project. (In addition, please contact him/her that you had made the Co-Investigator request on the system.)
- Once the consent by each Co-Investigator is obtained, the term "Return Back" will be displayed in the Status of Consent column of the Co-Investigator. In case pressing the [Save Temporarily] after checking the checkbox at "Return Back" in the Status of Consent column of the Co-Investigator, the status goes back to the status of "The consent from Co-Investigator has not yet been confirmed" and the Co-Investigator is able to correct the input information such as efforts again. Should the registered contents by the Co-Investigators be corrected, please make sure to check. (And also always inform the Co-Investigator that the "Return Back" has been commanded.)
- If you want to update the affiliation information of Co-Investigator, click [Search] button of Co-Investigators Researcher Number, confirm the displayed his/her information, and then click [OK] button. Note that the status of consent will be changed into "Request" when you update the affiliation information of Co-Investigator. You have to follow the process of obtaining consent from Co-Investigators once again.
- Regardless the entry of the consent from the Co-Investigator (including the research institutions to which the Co-Investigator belongs), pressing the [Delete] button enables to delete the frame for the data input. Please take note that you have to follow the same procedure from the beginning, in case you request the identical researcher to become a Co-Investigator again after the [Delete] of the frame above completed.
- You cannot register the researcher, whose status of consent is "Dissented by the Co-Investigator" or "Dissented by the Institution", as a Co-Investigator to the project members. Press [Delete] button on the left hand side of that column and delete the frame into which the data is being entered.

【When you request the researchers to become a Co-Investigator】

- When you request the researchers to become a Co-Investigator, **your official request should be based on the high probability in obtaining the consent from the Co-Investigator-to-be after surely confirming the following items with the researchers.**

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

② As well as the Co-Investigator understand and comply with both the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the (a), (b) and (c) below, and to receive a share of KAKENHI from the Principal Investigator and use it properly.

(a) The Co-Investigator has to recognize that citizens have placed trust in scientific research and that KAKENHI are funded with their tax, and you therefore have to use KAKENHI in a proper and efficient way and refrain from committing research misconduct during my research.

(b) The Co-Investigator has to fulfil the requirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of Science - The Attitude of a Conscientious Scientist -" ("For the Sound Development of Science" Editorial Committee on JSPS), by taking an e-Learning course such as the "e-Learning Course on Research Ethics [el. CoRE] or "APRIN e-learning program (eAPRIN)", or by participating in the research ethics education course conducted at his/her institution based on the "Guidelines for Responding to Misconduct in Research" (Adopted August 26, 2014 by the MEXT), prior to the formal application for grant delivery (or, in case the grant has already been delivered, by the time the "application for approval of change for the Co-Investigator" is submitted by the Principal Investigator to JSPS).

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

	Status of Consent	Distinction	Name (Age)	Research Institution Academic Unit (School, Faculty, etc.) Position	1. Academic Degree 2. Role in This Project	Research Expenditure for FY 20XX (Thousand Yen)	Effort (%)
		研究代表者 (Principal Investigator)	(Researcher Number) 9999 9999 (Pronunciation in katakana a) ダイヒコウ イチロウ (Kanji etc) 代表 一郎 (Age) 60 Years Old	AAA大学 AA学部 教授	1.* 2.*	* *	*
▲ Delete ▼		* 研究分担者(Co-I(s)) ▼	(Researcher Number) [Search] (Pronunciation in katakana a) (Kanji etc) (Age)		1. 2.*	* *	
▲ Delete ▼	Dissented by the Co-Investigator (不承諾理由 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0)	* 研究分担者(Co-I(s)) ▼	(Researcher Number) 1234 5678 [Search] (Pronunciation in katakana a) フンタン イチロウ (Kanji etc) 分担 一郎 (Age)	BBB大学 BB学部 教授	1. 2.*	* *	
▲ Delete ▼	Obtained the consent from the Co-Investigator Consent from the institution has not yet been obtained. Return Back	* 研究分担者(Co-I(s)) ▼	(Researcher Number) 1234 1234 [Search] (Pronunciation in katakana a) フンタン シロウ (Kanji etc) 分担 二郎 (Age) 00 Years Old	CCC大学 CC学部 教授	1. 2.*	* *	
<div> <div>▲ Add</div> </div>							

Number of Project Members 4

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

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

Application Information Input (Research Expenditure and Their Necessity)

(Items to be entered in the Website) (Screenshot) ①

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応答者向けメニュー
研究計画書作成 (Application Information Input)
必要情報又は研究計画書情報
必要情報又は研究計画書情報

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 with 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 "Fund for the Promotion of Joint International Research (International Collaborative Research)" (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
FY 20XX	0	0	0	0	0	0
FY 20XX	0	0	0	0	0	0
FY 20XX	0	0	0	0	0	0
FY 20XX	0	0	0	0	0	0
Sum Total	0	0	0	0	0	0

Recalculation

Amount (Thousands of Yen)

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

Amount (Thousands of Yen)

	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

Application Information Input (Research Expenditure and Their Necessity)
(Items to be entered in the Website) (Screenshot) ②

[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

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

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応募者向けメニュー > 研究計画書作成 (Application Information Input) > 応募情報又は研究計画書情報登録 > 応募情報又は研究計画書情報設定

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 with 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 "Fund for the Promotion of Joint International Research (International Collaborative Research)" (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-1(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) receiving and/or adopted 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.

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(PI)	1. [this KAKENHI application] 国際共同研究加速基金 (海外連携研究) 2. FY 20XX ~ FY 20XX 3. ○○○○○○○○ 4.	9,999	XX%	Sum Total 9,999,999 Thousand Yen
Delete	1. * Please select "Role" at first. 2. FY * ~ FY * 3. * 4. (Family Name) * (First Name)		%	Sum Total * Thousand Yen
Add				

(2) Research Grant(s) Receiving and/or Adopted 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.)
Delete	1. * Please select "Role" at first. 2. FY * ~ FY * 3. * 4. (Family Name) * (First Name)		%	Sum Total * Thousand Yen
Add				

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

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

List of Consent Request of the Co-Investigator (Items to be entered in the Website) (Screenshot)

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ヘルプ Help ログアウト Log out

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

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

【▼】ボタンをクリックすると、折りたたまれた分担者承諾状況の一覧表が表示されます。

▲ 応募中
in the application stage

研究種目名 Research Category	研究代表者氏名 Principal Investigator Name	所属研究機関名・部署名・職名 Research Institution・Academic Unit・Position	研究課題名 Title of Research Project	依頼先機関名・部署名 Request Destination Institution Name and Academic Unit Name	承諾状況 Status of Consent	応募状況 Application Status
令和X(20XX)年度 国際共同研究加速基金（海外連携研究）	国際 一郎	XX大学・XX学部・教授	〇〇〇における×××の研究	ABCDE大学・AA学部	分担者承諾 機関承諾 Obtained the consent from the Co-Investigator Obtained the consent from the institution. 確認 Check	修正依頼 Modification request
令和X(20XX)年度 国際共同研究加速基金（海外連携研究）	国際 二郎	XX大学・XX学部・教授	〇〇〇における×××の研究	ABCDE大学・AA学部	分担者承諾 機関承諾未完了 Obtained the consent from the Co-Investigator Consent from the institution has not yet obtained. 確認 Check	未確認 Not checked
令和X(20XX)年度 国際共同研究加速基金（海外連携研究）	国際 三郎	XX大学・XX学部・教授	〇〇〇における×××の研究	ABCDE大学・AA学部	分担者不承諾 Dissented by the Co-Investigator (不承諾理由 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0) 確認 Check	
令和X(20XX)年度 国際共同研究加速基金（海外連携研究）	国際 四郎	XX大学・XX学部・教授	〇〇〇における×××の研究	ABCDE大学・AA学部	分担者承諾 機関不承諾 Obtained the consent from the Co-Investigator Dissented by the institution (不承諾理由 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0 1 2 3 4 5 6 7 8 9 0) 確認 Check	

<注意事項>

- 一度研究分担者の依頼を承諾すると研究分担者側から承諾内容を変更することはできません。変更が必要な場合は各自研究代表者へ連絡し、差戻しの依頼を行ってください。研究代表者が差戻し手続きを行った後、内容の変更が可能です。
- 応募状況の意味は[こちら](#)を参照してください。
- 応募状況の文字がリンクになっている場合、日本学術振興会からコメントがありますのでクリックして確認してください。

<Important Notes>

- Once you have given your consent to the request to become a Co-Investigator, you cannot modify any content you have agreed with on this system from your side. In case that you need to make modification, contact and request directly the Principal Investigator to conduct a return back process on this system. Then you can modify the contents you have entered after the Principal Investigator has completed the process on this system.
- Click [here](#) for the details of application status categories.
- If there is a text link at the Application Status column, there is a message from the Japan Society for the Promotion of Science. Click the link to check the comment.

Registration of Co-Investigators' Consent/Dissent (Items to be entered in the Website) (Screenshot) ①

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

Registration of Co-Investigators' Consent/Dissent English Japanese

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

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

<Note>

- You can propose no more than one project for the International Collaborative Research either as a Principal investigator or a Co-Investigator. Please carefully examine when you give a consent to become a Co-Investigator: if you will propose other project as a Principal investigator; if you will give a consent to become a Co-Investigator for other research projects. On the electronic application system, you can cancel the 'Consent' you have given to a Co-Investigator request from the Principal investigator.
(Note that the Principal investigator must delete the registered data of the Co-Investigator who canceled his/her 'Consent'.)

Research Category	令和X(20XX)年度 国際共同研究加速基金 (海外連携研究)
Name	(Kanji etc) (Family Name)応募 (First Name)一郎 (Pronunciation in katakana) (Family Name)オウボ (First Name)イチロウ
Research Institution	XX大学
Academic Unit	XX学部
Position	特任教授
Title of Research Project	XXXXXXXXXX

Co-Investigator	<input type="radio"/> Consent <input type="radio"/> Dissent
-----------------	--

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

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

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

- You have to recognize that citizens have placed trust in scientific research and that KAKENHI are funded with their tax, and you therefore have to use KAKENHI in a proper and efficient way and refrain from committing research misconduct during my research.
- You have to fulfil the requirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of Science - The Attitude of a Conscientious Scientist -" ("For the Sound Development of Science" Editorial Committee on JSPS), by taking an e-Learning course such as the "e-Learning Course on Research Ethics [eL CoRE] or "APRIN e-learning program (eAPRIN)", or by participating in the research ethics education course conducted at his/her institution based on the "Guidelines for Responding to Misconduct in Research" (Adopted August 26, 2014 by the MEXT), prior to the formal application for grant delivery (or, in case the grant has already been delivered, by the time the "application for approval of change for the Co-Investigator" is submitted by the Principal Investigator to JSPS).
- You have to understand thoroughly and confirm on what the researchers should consider, in conducting of their researches, from amongst the contents of both the statement "Code of Conduct for Scientists -Revised Version-" by the Science Council of Japan and the booklet "For the Sound Development of Science -The Attitude of a Conscientious Scientist-" by the JSPS, by the time of the formal application for grant delivery of the concerned research project. (Or, by the time when the "application for approval of change of the Co-Investigator" is to be submitted to the JSPS by the Principal Investigator, in case the official grant decision thereof has been already made.)

Registration of Co-Investigators' Consent/Dissent (Items to be entered in the Website) (Screenshot) ②

If you consent to become a Co-Investigator, enter the "Academic Degree" of the Co-Investigator and "Effort" of the research project in which the Co-Investigator participate.

Academic Degree	* <input type="text"/>
Effort(%)	* <input type="text"/> * The data of effort you enter in this column will be provided to e-Rad and shown at the time of the formal application for grant delivery when the proposed research project is adopted. You can accordingly carry out the procedure to modify your effort if necessary.

【About the Application as an Early-Career Researcher】

At least 3 domestic researchers should be involved in the International Collaborative Research as project members including at least one early-career researcher (*) (Desirable number of researchers is 5).
In case the early-career researcher applies as a Principal investigator, his/her project is eligible even when it is conducted by 1 or 2 early-career researchers.

*

When you apply yourself for the KAKENHI program as an early-career researcher, you have to meet any of the following application requirements (1) to (2). Otherwise you are not entitled to apply for the International Collaborative Research as an early-career researcher.

When you apply as an early-career researcher, please select an appropriate application requirement out of options (1) to (2) below with checking the checkbox at "I will participate in the research project as an early career researcher".

☐ I will participate in the research project as an early-career researcher

application requirements																																																									
<input type="radio"/>	(1) Be a researcher who is less than 8 years after his/her acquisition of Ph.D. (as of April 1st, 20XX).																																																								
<input type="radio"/>	(2) Be a researcher who is less than 8 years after his/her acquisition of Ph.D. (as of April 1st, 20XX) except period of childcare leave etc. (prenatal/postpartum break, childcare leave).																																																								
<input type="radio"/>	<table border="1"> <tr> <td><input type="text"/></td> <td>Period taken for Maternity/Childcare Leave1</td> <td>*</td> <td><input type="text"/></td> <td>Year</td> <td>▼</td> <td><input type="text"/></td> <td>Month</td> <td>~</td> <td><input type="text"/></td> <td>Year</td> <td>▼</td> <td><input type="text"/></td> <td>Month</td> </tr> <tr> <td>Delete</td> <td>Period taken for Maternity/Childcare Leave2</td> <td>*</td> <td><input type="text"/></td> <td>Year</td> <td>▼</td> <td><input type="text"/></td> <td>Month</td> <td>~</td> <td><input type="text"/></td> <td>Year</td> <td>▼</td> <td><input type="text"/></td> <td>Month</td> </tr> <tr> <td>Delete</td> <td>Period taken for Maternity/Childcare Leave3</td> <td>*</td> <td><input type="text"/></td> <td>Year</td> <td>▼</td> <td><input type="text"/></td> <td>Month</td> <td>~</td> <td><input type="text"/></td> <td>Year</td> <td>▼</td> <td><input type="text"/></td> <td>Month</td> </tr> <tr> <td>* Add</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>	<input type="text"/>	Period taken for Maternity/Childcare Leave1	*	<input type="text"/>	Year	▼	<input type="text"/>	Month	~	<input type="text"/>	Year	▼	<input type="text"/>	Month	Delete	Period taken for Maternity/Childcare Leave2	*	<input type="text"/>	Year	▼	<input type="text"/>	Month	~	<input type="text"/>	Year	▼	<input type="text"/>	Month	Delete	Period taken for Maternity/Childcare Leave3	*	<input type="text"/>	Year	▼	<input type="text"/>	Month	~	<input type="text"/>	Year	▼	<input type="text"/>	Month	* Add													
<input type="text"/>	Period taken for Maternity/Childcare Leave1	*	<input type="text"/>	Year	▼	<input type="text"/>	Month	~	<input type="text"/>	Year	▼	<input type="text"/>	Month																																												
Delete	Period taken for Maternity/Childcare Leave2	*	<input type="text"/>	Year	▼	<input type="text"/>	Month	~	<input type="text"/>	Year	▼	<input type="text"/>	Month																																												
Delete	Period taken for Maternity/Childcare Leave3	*	<input type="text"/>	Year	▼	<input type="text"/>	Month	~	<input type="text"/>	Year	▼	<input type="text"/>	Month																																												
* Add																																																									

Reason for the Dissent	<input type="text"/> Number of characters entered : 0 * Enter up to 50 double-byte characters or up to 100 single-byte characters. * Note that a researcher who gave his/her consent to participate in the research project as a Co-Investigator is not eligible to apply as a Principal Investigator/Co-Investigator of any other research projects of the International Collaborative Research.
-------------------------------	--

【Other notes in participating in the research】

In participating in the research, before pressing the OK button, researchers, in accordance with the rules on handling information stipulated by his/her affiliated research institution, must appropriately share with his/her research institution the information necessary to ensure the transparency 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. In addition, 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 check the security export control system and determine how to handle such restricted technology and other matters in accordance with said Act and the rules etc. of his/her affiliated research institution.

Registration of Co-Investigators' Consent/Dissent (Items to be entered in the Website) (Screenshot) ③

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科研費電子申請システム Help Log out

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

Consent/Dissent of Co-Investigator Registered

Consent/Dissent of Co-Investigator from the applicant below has been registered.

Research Category	令和X(20XX)年度 国際共同研究加速基金 (海外連携研究)
Name	(Kanji etc) (Family Name)応募 (First Name)一郎 (Pronunciation in katakana) (Family Name)オウボ (First Name)イチロウ
Research Institution	XX大学
Academic Unit	XX学部
Position	特任教授
Title of Research Project	XXXXXXXXXX
Co-Investigator	Consent
Academic Degree	○○○○
Effort(%)	30%
Early-Career Researcher	I will apply as an Early-Career Researcher. / I will not apply as an Early-Career Researcher.
application requirements	(2) Be a researcher who is less than 8 years after his/her acquisition of Ph.D. (as of April 1st, 20XX) except period of child care leave etc. (prenatal/postpartum break, childcare leave).
Period Taken for Maternity/Childcare Leave	XXXX Year XX Month - XXXX Year XX Month XXXX Year XX Month - XXXX Year XX Month
Reason for the Dissent	

OK

Log out

Letter of Intent

I hereby agree to be a collaborator in the following research proposal to be applied to the Fund for the Promotion of Joint International Research (International Collaborative Research) of KAKENHI (Grants-in-Aid for Scientific Research), provided it is adopted and I give my consent to the use of this letter as a material for the review in accordance with "Application Procedures for Grants-in-Aid for Scientific Research - KAKENHI - (Fund for the Promotion of Joint International Research (International Collaborative Research)) for FY2024.

科学研究費助成事業 国際共同研究加速基金（海外連携研究）に応募される下記の研究計画が採択された場合、共同研究者となることを承諾するとともに、本書面が「令和 6（2024）年度科学研究費助成事業－科研費－公募要領（国際共同研究加速基金（海外連携研究）」に基づき審査資料として使用されることに同意します。

Title of Research Project: _____

研究課題名: _____

Principal Investigator (name, affiliation and position): _____

研究代表者（氏名・所属・職）: _____

Outline of the Research Project (including the role of each international collaborator):

[研究計画の概要（海外の共同研究者の役割を含む）]

○Read the following important notes carefully before preparing a Letter of Intent. Delete this entire text box when filling in this form. ○

※ Note :

- Be sure to read the instructions before filling out the form.
- The Principal Investigator must provide the international collaborator with detailed information on the research plan, including the content of the research and specific roles that will be assigned to him/her, and obtain expressed consent.
- The Principal Investigator should fill in the Title of Research Project, Principal Investigator (name, affiliation and position), and Outline of the Research Project columns before sending this form to the international collaborator.
- The Signature columns on Page 2 must be filled out by the international collaborator in person.
- The digital signature by the international collaborator is not accepted as document files might not be converted correctly when submitting. In addition, Password should not be set on the files.

○Read the following important notes carefully before preparing a Letter of Intent. Delete this entire text box when filling in this form. ○

Form S-63-2 (The Japanese text is followed by English translation in this form.)
様式 S - 6 3 - 2 (この様式は英語と日本語を併記しています。)

*** Please prepare within 2 pages.**
※ 2 ページ以内で作成ください。

Name of Signee: _____

Research Institution: _____

Position: _____

Signature: _____ Date: _____

Form S-63-2 [Must read before filling out the form]

Principal Investigator should obtain the consent from the joint researcher in overseas who conducts research collaboratively with him/her (hereinafter referred to as “overseas joint researcher”) and is able to bear responsibility for the research plan before submitting the form with the Research Proposal Document in order to apply for the Fund for the Promotion of Joint International Research (International Collaborative Research).

[Notice]

1. Please be sure to convert the form to PDF and upload it to the electronic application system. Until the form has been uploaded, applicant cannot submit (send) them to his/her research institution.
2. The form must be created in two pages. In case the second page is generated blank, make sure not to delete it. You can upload a file that contains exactly two pages. (note: one, three or more pages are not acceptable.)
3. The notes in italics on the form should be deleted but do not delete other instructions.
4. Please make sure to create the corresponding number of copies of the form if you are planning to conduct several joint research projects in overseas and work with several joint overseas researchers from whom you need to obtain their consent. Note that applicants are requested to upload just one copy of the main project. (PI keeps the other copies which have not been upload.)
5. You may receive it over an electronic file other than on paper. Please save the information on the related correspondences including email messages. (Note that applicants are requested to upload the letter of intent only.)

[Items to be entered]

1. Principal Investigator should enter the information given in the Research Plan into the “Title of Research Project” and “Principal Investigator (name, affiliation and position)” columns along with the translated texts written in the language the overseas joint researchers who work collaboratively with him/her can read and understand.

2. Principal Investigator should enter to the “Summary of the Research” column in the language his/her overseas joint researchers can read and fully understand. It is advised to put down with the Japanese or English as well when writing in a language other than English.
3. Principal Investigator should give the information about his/her overseas joint researchers in the “Name of Signee”, “Research Institution” and “Position” columns. Please make sure to enter the information on the principal investigator in case you work with a group of researchers.
4. Overseas joint researchers should confirm the contents of “Outline of the Research Project” column and give his/her signature to the “Signature” columns.