

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

FY2025

Specially Promoted Research, Scientific Research (S)

(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.

April 12, 2024

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

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

- * Forms for the Research Proposal Document (forms to be uploaded) will be downloaded from the JSPS website below
 - (URL: https://www.jsps.go.jp/j-grantsinaid/index.html)

Notes to observe when preparing the Research Proposal Document

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

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

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

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

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

FY2025 Procedures for Preparing and Entering a Research Proposal Document for "Specially Promoted Research" (New Proposal)

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

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

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

Items to be noted

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

writing of the review comments who belong to domestic research institutions write the review comments based on all the forms. Both overseas and domestic researchers write review comments from their specialized perspective.

I. Research Proposal Document (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 ("Review Section (Category)", "Name of the Principal Investigator", etc.) and the second part ("Research facility/Existing equipment", "Research Expenditure 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.

For procedures for entering items to be entered in the website, refer to the "FY2025 Procedures for Preparing and Entering a Research Proposal Document" (items to be entered in the website) ("Specially Promoted Research").

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

"Research Project Information"

- Research Proposal Submission in the fiscal year previous to the final fiscal year of the research period of an ongoing research project
- Review Section (Category)
- · Firstly related to Medium-sized Section/Firstly related to Basic Section/Secondly related to Basic Section
- Name of the Principal Investigator
- · Position, Academic Unit (School, Faculty, etc.) and Research Institution
- Title of Research Project
- Research Abstract
- Researchers in related research areas who belong to an overseas research institution and who are considered as suitable as persons in charge of the writing of the review comment, etc.
- Contact Information of the Principal Investigator
- Project Members List
- Items to be entered in the Website (Second half)

"Research facility/Existing equipment"

- Research facility
- The existing equipment (main equipment and devices already installed)

"Research Expenditure and Their Necessity"

- Details of Equipment Costs
- Details of Consumables Expenses
- Reason for the Total Amount of Entries Exceeding 500 Million Yen

"The Status of Application and Acquisition of Research Grants"

· The Status of Application and Acquisition of Research Grants

II. Research Proposal Document (forms to be uploaded)

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

The Principal Investigator should download the "Research Proposal Document (forms to be uploaded)" from the JSPS website for Grants-in-Aid for Scientific Research, and fill it in. He/She should then access the "Electronic Application System", and upload the filled-in file to the "Electronic Application System". (Only files under 10MB can be attached.)

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

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

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

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

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

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

- ① Whether the objectives and contents of the research project are outstanding and distinctive research plan that opens up new scientific fields in the current state and trend of the research field
- ② Whether the research project shows an academic excellence with high creativity based on the ideas of the researcher
- ③ Whether the PI demonstrates a competence to conduct the research project

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

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

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

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

1. "PROJECT DESCRIPTION"

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

When listing the applicant's research achievements such as research papers relevant to this proposal, a sufficient information (e.g., as for a research paper, the title of the paper, author, name of the journal, volume number, the first and last page numbers, year of publication, bibliographic information in case of books) should be given in order to identify such achievements as appropriate with reference to "RECENT RESEARCH ACTIVITIES I (Publications)". Moreover, it is not necessary to describe in this column sensitive research ideas the leakage of which could lead to substantial disadvantage for the applicant.

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

2. "CURRICULUM VITAE (CV)"

The applicant should prepare the section "CURRICULA VITAE" on <u>separate pages for each Principal Investigator</u> and Co-Investigator (in the order mentioned in the column "Project Members List"), according to the instructions below and the instructions mentioned in the respective columns to be filled in. Moreover, because the forms from (1) to (5) listed below form an integrated set, each researcher should complete them.

- In the column "Age" the applicant should enter his/her age as of April 1, 2025.
 In the column "Research Institution, Academic Unit (School, Faculty, etc.) and Position", the applicant should enter his/her research institution, academic unit (school, faculty, etc.) and position at the time of the preparation of the Research Proposal Document.
- (2) In "Role in this Project", the applicant should enter concisely the roles of the researchers in the proposal (linking it with the column "Research Proposal Document [form S-1 (2)] (forms to be uploaded)" "Research Plan and Methods").
- (3) In "Research Career and Experience", the applicant should enter their principal research career and experience since graduation in their last school in a retroactive chronological order.
- (4) "RECENT RESEARCH ACTIVITIES I (Publications)" is not limited to the contents of the proposed research projects, but select the main ones including the research papers, books (excluding textbooks, academic abstracts, lecture abstracts), intellectual properties (patents), etc., and fill it within 1 page in a retroactive chronological order. (The research papers that can be cited are only those already published or accepted for publication.)

For a research paper, the title of the paper, authors, name of the journal, refereed or not, volume number, the first and last page numbers, and year of publication should be given. (As long as all items of information are given, their order is unimportant.) In case there is more than one author, it is allowed to fill in several main authors and to omit the others. (In case the applicant omits authors, he/she should fill in the column "the total number of authors (A) and your entry number in the author list counted from the first author (B). (e.g. "(B)/(A)") ".) He/She should mark the Principal Investigator with a double underline, and the Co-Investigator(s) with a single underline. Moreover, a corresponding author should be marked with an asterisk ("*") on the left side.

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

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

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

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

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

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

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

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

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

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

(2) "Significance as Specially Promoted Research" column

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

(3) "Research Plan and Methods" column

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

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

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

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

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

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

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

On showing the achievements from the past research activities, a sufficient information to identify the achievement should be given in case there are special needs to show some particular detailed research achievements such as papers, books, patents, invited talks, etc. (e.g., as for a research paper, there should be the title of the paper, authors, name of the journal, the number of the volume and pages, etc., year of publication, the bibliographic information in case of books, and so on.)

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

(Example)

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

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

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

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

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

(1) "Issues Relevant to the Protection of Human Right and Compliance with Laws and Regulations" column

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

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

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

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

Enter in accordance with the instruction specified in the Research Proposal Document. If the proposed research

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

令和X(20XX)年度 特別推進研究 研究計画調書(新規)

RESEARCH PROPOSAL DOCUMENT

RESEARCH PROPOSAL DOCUMENT. GRANT-IN-AID FOR SPECIALLY PROMOTED RESEARCH (FY20XX) _____令和XX年XX月XX日

研究代表者氏名	(フリガナ)						
Principal Investigator (PI)	(漢字等)						
5	Name (in Roman Letters)						
所属研究機関 Research Institution							
部局 Academic Unit (School, Faculty, etc.)							
職 Position							
研究課題名 Title of Proposed Research Project							
研究の要約 Research Abstract							
	年度	研究経費		使	用内訳(千円 Greakdown [U.S.\$])	
	十反 Fiscal Year	(千円) Research Expenditure [U.S.\$]	設備備品費 Equipment Costs	消耗品費 Consumables Expenses	旅費 Travel Expenses	人件費·謝金 Personnel cost/Honoraria	その他 Miscellaneous Expenses
	令和X年度						Expenses
研究経費 「千円未満の」	20XX []	[]	[]	[]	[]	[]
端数は切り		1	r 1	г 1	r 1	r 1	r ı
└ 捨てる 丿	20XX [令和X年度]	L]	[]	[]	[]	L]
	20XX []	r 1	[]	[]	[]	[]
Research	令和X年度						
Expenditure	20XX []	[]	[]	[]	[]	[]
Round off fractions smaller than 1000 yen	令和X年度						
Converted to U.S.\$	20XX []	[]	[]	[]	[]	[]
at 1 Dollar = Yen		1	r 1	г 1	r 1	r 1	r ı
	20XX [令和X年度]	L J	[]	[]	[]	L J
	マイルハーナレラ 20XX []	۲ I	[]	[]	[]	۱ I
	20//、 総計	J			<u> </u>		
	Sum Total []	[]	[]	[]	[]	[]

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

	氏名 Name	(年齢) (Age)	ipal Investigator (PI) and Co-Inve 所属研究機関 Research Institution 部局 Academic Unit (School, Faculty, et 職 Position	学位 Academic Degree	令和X年度 研究経費 (千円) Research Expenditure for FY20XX [U.S.\$]	エフォート Effort (%)
研究表 PI	0000000	(00)			[]	
研究担	0000000	(00)			[]	
	0000000	(00)				
研究 分担 Co-I					[]	
					[]	
	<mark>合計</mark> Total N	00 4 umber of Mem	3 bers:00	 研究経費合計 Total Research Expenditure	[]	

PROJECT DESCRIPTION

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

Abstract

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

Notes to observe when preparing the Research Proposal Document

*Delete this entire text box when completing this form.

Note:

1. Read the "Procedures for Preparing and Entering a Research Proposal Document" before preparing this form.

- 2. All descriptions for this form should be written in English language.
- 3. Complete the form using font size 10-point or larger.
- 4. The title and instructions on the upper part of each page should be left intact.
- 5. Do not exceed the maximum number of pages specified in the instructions. Therefore, if there are any blank page(s), leave them as they are (do not delete any page).

CURRICULUM VITAE (CV)

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

2. Roles in this Project

3. Research Career and Experience

RECENT RESEARCH ACTIVITIES I (Publications)

The list should be within 1 page.

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

*Delete this entire text box when completing this form.

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

Title and Authors etc.

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

Note:

- 1. It is not necessary for above information to be listed in this order shown above, as long as all information is included.
- 2. You need not list up all co-authors.

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

Name of PI or Co-I

The list should be within 1 page. Put a plus (+) sign at the front of the item that is related to this project.

*Delete this entire text box when completing this form.

List the important lectures/talks (e.g., invited lecture at an international conference) and prizes. Name of Conference, Date and Place, Title of Lecture(s)/Talk(s), Name of Prizes. Begin with the most recent one. Form S-1 (2): Research Proposal Document (forms to be uploaded)

Specially Promoted Research 2-1-()

Research Objectives, Background of the Research Project, etc.

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

Research objectives, background of the research project, etc. should be described.

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

[SUMMARY]

Notes to observe when preparing the Research Proposal Document

[MA] *Delete this entire text box when completing this form.

Note 1:

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

Note 2:

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

Significance as Specially Promoted Research

This research category is intended to support outstanding and distinctive research that opens up new scientific fields. The following points should be stated in concrete and clear terms.

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

Research Plan and Methods

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

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

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

*Delete this entire text box when completing this form.

Note:

- 1. As for the research achievements of the Principal Investigator such as research papers, books and lectures, main items of those are given in the columns of "RECENT RESEARCH ACTIVITIES I (Publications)" and "RECENT RESEARCH ACTIVITIES II (Invited Lectures and Talks, Prizes, etc.)" rather than using this column. (In case the Co-Investigator(s) are involved, their research achievements are also handled with the same manner.)
- 2. On showing the achievements from the past research activities in this column, sufficient information to identify the achievement should be given in case there are special needs to show some particular detailed research achievements such as papers, books, patents, invited talks, etc. (In the case of a research paper, for example, the relevant 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; in the case of a book, the bibliographic and other information should be provided.)
- 3. The research papers that can be cited are only those already published or accepted for publication.

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(金額単位:千円)

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特別推進研究2-7-()

(金額単位:千円)

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Issues Relevant to the Protection of Human Right and Compliance with Laws and Regulations (*cf.* Application Procedures for Grants-in-Aid for Scientific Research)

If the proposed research involves such issues that require obtaining the consent and/or cooperation of third parties, 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, describe the measures and actions planned to be taken in responding to these issues within 1 page.

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

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

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

(For an application that comes under this category, this column is a mandatory entry. (*cf.* Application Procedures for Grants-in-Aid for Scientific Research)) The applicant should give within 1 page: (1) the relevant information on the on-going project (for which FY2025 is the final year of the research period) including the original plan at the time of application/adoption and the research accomplishment such as new knowledge acquired, and (2) the reason why he/she is submitting this new proposal for FY2025 on top of the on-going project (in terms of the development of the on-going research, necessity of new research budget, etc.). If not applicable, leave this page blank. (Do not eliminate the page.)

Research Category	Project Number	Title of the Research Project	Research Period
			FYto FY2025

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

The reason for submission of this new proposal.

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

In principle, JSPS will request overseas researchers to provide review comments on proposals submitted under the research category of Specially Promoted Research. However, if the PI determines that it is not appropriate to have his/her proposal reviewed by overseas researchers, for example, if there might be significant impacts in case the ideas get leaked, the PI may select "Not Appropriate" under the "Appropriateness of Comments by Overseas Researchers" column (one of the web entry items). In such a case, describe the reason in specific terms in 1 page. The appropriateness of the reason of the choice will be judged by the Scientific Research Grant Committee.

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FY2025 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the Website) (Grant-in-Aid for Specially Promoted 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.

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

I-1. Items to be entered in the Website (First half)

"Research Project Information" input screen

1. Research Proposal Submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project (This content is not converted to the PDF file.)

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

Moreover, if the applicant selects "Applying", it is limited to research projects that fall under "Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project (Refer to the Application Procedures for Grants-in-Aid for Scientific Research)". If he/she makes an application under the category "Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project", he/she should enter the project number of the Grant-in-Aid (continued) of which FY2025 is the final fiscal year (i.e., the project number of the on-going research project on which the new application is based). Moreover, he/she should be sure to fill in the necessary information in the column "Items to be Entered When New Application is Made in the Fiscal Year Previous to the Final Year of the Research Period of an On-Going KAKENHI Project" of the Research Proposal Document [form S-1(3)] (forms to be uploaded) he/she is preparing.

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

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

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

In "Grants-in-Aid for Scientific Research-KAKENHI-, Review Section Table" (hereinafter referred to as "Review Section Table") which appears in the "List" on the electronic application system, select one Medium-sized Section firstly related to the research project.

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

4. Name of the Principal Investigator

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

5. Position, Academic Unit (School, Faculty, etc.) and Research Institution

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

6. Title of the Research Project

In the column "Title of the research Project", the applicant should enter a title for the proposed research project. The title should express the content of the research until the end of the research period in concrete terms. (The applicant should avoid general or abstract expressions.) In giving a title to the research project, applicants should note that the entire Research Proposal Document, including the title of the research project will be reviewed and will be publicized widely in the Grants-in-Aid for Scientific Research (KAKENHI) Database (KAKEN) if the research proposal is adopted. Therefore, make sure to select a title that effectively reflects the content of your research project.

In the upper column (Japanese), you can enter up to 40 double-byte characters (80 bytes).

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.)

Moreover, in the lower column (English), the applicant should enter the information in English within 200 characters (only single-byte characters). Double-byte symbols cannot be entered.

Revision on the title of the research project is not allowed in principle.

If the research proposal is adopted, the research abstract will be open to the public on the "Grants-in-Aid for Scientific Research (KAKENHI) Database (KAKEN)" from the perspective of making the research content funded

by KAKENHI widely known to the public at large in an easy-to-understand manner. As such, avoid using difficult technical terms as much as possible or add explanations on them where necessary. The abstract will be checked by the Principal Investigator of the adopted research project prior to its publication.

7. Research Abstract

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

Please note that the review is to be conducted from diverse viewpoints by a review committee consisting of reviewers with different backgrounds.

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

8. Research Expenditure

The contents entered in the "Research Expenditure and Their Necessity" of "Application Information (items to be entered in the Website) (Second half)" will be automatically displayed in the "Research Expenditure" column. Note that the lines below each amount automatically show the amounts converted in US dollars. For the foreign exchange rate applied, please check the rate displayed on the system.

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

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

A review comment from around one of overseas researchers in related to the research areas entered is to be requested. However, researchers who are project members in the same research project for which the current application is being made and persons who fall under the points from ① to ⑤ below are excluded.

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

Moreover, if there are researchers of which the applicant thinks that they are not appropriate as domestic or overseas

persons in charge of the writing of the review comments, because they are in a competitive or antagonistic position, or because of other reasons, the applicant should enter in the respective sections "Researchers who belong to a domestic research institution and whom the applicant wishes to avoid as persons in charge of the writing of the review comments" and "Researchers who belong to an overseas research institution and whom the applicant wishes to avoid as persons in charge of the writing of the review comments" and "Researchers who belong to an overseas research institution and whom the applicant wishes to avoid as persons in charge of the writing of the review comments" (optionally, up to three persons for each section).

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

In this case, it is not necessary to enter information in the sections "Researchers in related research areas who belong to an overseas research institution and who are considered as suitable as persons in charge of the writing of the review comment" and "Researchers who belong to an overseas research institution and whom the applicant wishes to avoid as persons in charge of the writing of the review comment" among the items that need to be entered in the website. Moreover, the applicant should bear in mind that the Scientific Research Grant Committee will judge on the appropriateness of the reasons, and that, even if it does not judge that the reasons are appropriate, it will not reject them as a violation of the requirements of the application, but consider them in the comprehensive judgment during the screening.

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

In the "Contact Information of the Principal Investigator" column, enter information in case that direct contact with the Principal Investigator is required.

11. Project Members List

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

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

(1) Project Members Input (Principal Investigator)

• In the column "Status of Research Integrity Pledge (Linked to e-Rad Registration Details)", the status of pledge to appropriately report to the affiliated institution in accordance with the relevant rules and regulations, the information necessary to ensure the transparency of all research activities that the Principal Investigator is involved in, including donations, etc. registered in e-Rad and non-monetary support such as facilities and equipment, will be linked and automatically displayed.

Application cannot be made if the status is not "Pledged"; therefore, make sure that the status has been registered in e-Rad. Linkage of the researcher information in e-Rad usually takes about 10 minutes, but it may take longer. Make registration in e-Rad well in advance, because last-minute registration before the application deadline may
lead to linkage failure.

- In the column "Distinction", it will be automatically displayed as "Principal Investigator".
- In the column "Name (Pronunciation in katakana; Kanji etc.)", "Age (as of April 1, 2025)", and "Research Institution, Academic Unit (School, Faculty, etc.), Position" of the Principal Investigator, the information on the Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator should verify whether the information has been displayed correctly.
- In the column "Academic Degree", Principal Investigator should fill in his/her academic degree.
- In the column "Role in This Project", the Principal Investigator should fill in, how the Principal Investigator and the Co-Investigator(s) will cooperate to carry out the research, in a way that clarifies the respective connections between the researchers, and highlighting the allotment of research tasks in the research implementation plan FY2025. Principal Investigator should also enter those information of Co-Investigator(s).
- In the column "Research Expenditure for FY2025", 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 FY2025 (Thousand Yen)" displayed in the screen. If it does not correspond, "error" is displayed on the confirmation screen after entry.

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

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

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

(2) Project Members Input (Co-Investigator)

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

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

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

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

• In the column "Status of Research Integrity Pledge (Linked to e-Rad Registration Details)", the status of pledge to appropriately report to the affiliated institution in accordance with the relevant rules and regulations, the information necessary to ensure the transparency of all research activities that the Co-Investigator is involved in, including donations, etc. registered in e-Rad and non-monetary support such as facilities and equipment, will be linked and automatically displayed.

Application cannot be made if the status is not "Pledged"; therefore, the Principal Investigator should check the status of pledge on the relevant screen and request Co-Investigator(s) who have "Not Pledged" to do so for their affiliated institution and register the status in e-Rad. Linkage of the researcher information in e-Rad usually takes about 10 minutes, but it may take longer. Make registration in e-Rad well in advance, because last-minute registration before the application deadline may lead to linkage failure.

- In the column "Distinction", it will be automatically displayed as "Co-I(s)".
- In the column "Researcher Number", "Name (Pronunciation in katakana ; Kanji, etc.)", "Age (as of April 1, 2025)", and "Research Institution, Academic Unit (School, Faculty, etc.), Position" of the Co-Investigator, enter the researcher number of the Co-Investigator and click on the [Search] button, his/her information will be displayed, and click [OK] button.

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

- In the columns "Academic Degree" and "Effort", the contents which the Co-Investigator entered in the consent process of Co-Investigator will be displayed.
- In the columns "Role in This Project" and "Research Expenditure for FY2025", the Principal Investigator should enter the contents. (Please refer to the column "(1) Project Members Input (Principal Investigator)" for the entry method).

[About the Consent Process of Co-Investigator]

- The consent both from Co-Investigator him/herself and his/her research institution should be given on the electronic application system to list him/her on the project members as a Co-Investigator.
- To request other researchers to participate in the research project as Co-Investigators, 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. In addition, contact him/her that the applicant had made the Co-Investigator request on the system.
- When the consent both from Co-Investigator him/herself and his/her research institution have been given, the "Status of Consent" will be changed to "Obtained the consent from the Co-Investigator" and "Obtained the consent from the institution".
- The applicant cannot request the researcher to become a Co-Investigator whose status of consent is "Dissented by the Co-Investigator" or "Dissented by the Institution". Press [Delete] button on the left hand side of that column and delete the frame into which the data is being entered.

- When the applicant requests the researchers to become a Co-Investigator, his/her official request should be made based on the high probability in obtaining the consent from the Co-Investigator-to-be after surely confirming the following items with the researchers.
 - ① For this research project, the Co-Investigator has to bear responsibility for the implementation of the research project in cooperation with the Principal Investigator.
 - ② As well as the Co-Investigator understands and complies with both the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the (a), (b), and (c) below, and receives a share of KAKENHI from the Principal Investigator and use it properly.
 - (a) The Co-Investigator has to recognize that citizens have placed trust in scientific research and that the KAKENHI are funded with their tax, and he/she therefore has to use the KAKENHI in a proper and efficient way and refrain from committing research misconduct in the research.
 - (b) The Co-Investigator has to fulfil the requirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of Science The Attitude of a Conscientious Scientist –" ("For the Sound Development of Science" Editorial Committee on JSPS), by taking an e-Learning course such as the "e-Learning Course on Research Ethics [eL CoRE] or "APRIN e-learning program (eAPRIN)", or by participating in the research ethics education course conducted at his/her institution based on the "Guidelines for Responding to Misconduct in Research" (Adopted August 26, 2014 by MEXT), prior to the formal application for grant delivery (or, in case the grant has already been delivered, by the time the "application for approval of change for the Co-Investigator" is submitted by the Principal Investigator to JSPS).
 - (c) The Co-Investigator has to understand thoroughly and confirm on what the researchers should consider, in conducting of their researches, from amongst the contents of both the statement "Code of Conduct for Scientists -Revised Version-" by the Science Council of Japan and the booklet "For the Sound Development of Science -The Attitude of a Conscientious Scientist-" by JSPS, by the time of the formal application for grant delivery of the concerned research project. (Or, by the time when the "application for approval of change of the Co-Investigator" is to be submitted to JSPS by the Principal Investigator, in case the official grant decision thereof has been already made.)
- * Refer to the KAKENHI (Grants-in-Aid for Scientific Research) Electronic Application System Operation Manual (URL:<u>https://www-shinsei.jsps.go.jp/kaken/topkakenhi/shinsei ka.html</u>) for the detailed information on the consent processes of the Co-Investigator such as operating environment, operating method, and so on.
- * The Co-Investigator(s)-to-be who have applied for the Specially Promoted Research input "The Status of Application and Acquisition of Research Grants" of their own in the course of the consent process. When inputting the column above, refer to the "3. Application Information Input (The Status of Application and Acquisition of Research Grants)" set forth in the Procedures for Preparing and Entering a Research Proposal Document.
 - (3) Joint researchers other than Co-Investigators are called "Research Collaborators". Therefore, the applicant

does not have to enter them in the Project Members List of the proposed project in question. When the applicant mentions about Research Collaborator in the Research Proposal Document, if necessary, the applicant can mention them in a column where he/she explains the overall research plan, for example, in the column "Research Plan and Methods".

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

Application Information (Items to be entered in the Website) (Screenshot) [Specially Promoted Research] "Management of Research Proposal Document" screen

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

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Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (2)

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

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<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
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- Click <u>here</u> 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.

Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (2) "Registration of Co-Investigators' Consent/Dissent" screen

	<u>pplicant</u>)>研究分担者承诺状況一覧(List of Consent Status of the Co-Investigator)>(研究分担者承諾・不承諾登録(Registration of Co-Investigators '
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Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (3) "Registration of Co-Investigators' Consent/Dissent" screen

[The Status of Application and Acquisition of Research Grants]

* Click "Add" on the left-hand side of the window to insert additional research project fields. Click "Delete" on the left-hand side of each field to delete unused fields. (if any field is not used or no longer required)

Note: PI : Principal Investigator , Co-I(s) : Co-Investigator(s)

The entries in this column will be referred to by the review committee in order to ensure that the grant status would not constitute a case of "unreasonable duplication and/or excessive concentration in the grant allocation" so that the proposed research project can be duly carried out in parallel with other projects.

List, at the time of submission of this KAKENHI application, (1) research grant application(s) in the review process and (2) research grant(s) adopted and to be delivered and (3) Research expenses other than e-Rad and (4) Organizations you belong to and your positions (including concurrent positions, participation in a foreign recruitment program, position of professor emeritus without employment contract) of Co-Investigator(s)(Co-I(s)). Refer to the "Procedures for Preparing and Entering Research Proposal Document (to be entered in the Website)" for the specific entry method of this form.

* Click the [Refer to e-Rad Registration Details] button for each item on this screen, and the "Reference to e-Rad Information Details (The Status of Application and Acquisition of Research Grants)" screen will show up, where you can select and add your research integrity information registered on e-Rad. Nevertheless, enter information on research expenditure and research projects for application at the research institution level directly on this screen, as it is not linked to the system.

* Linkage to e-Rad usually takes about 60 minutes, but it may take longer. Make registration well in advance, because last-minute registration before the application deadline may lead to linkage failure.

* You can revise on this screen the information that you have added on the "Reference to e-Rad Information Details (The Status of Application and Acquisition of Research Grants)" screen. If you have revised effort , (3) Research Expenses Other Than e-Rad and (4) Organizations you belong to and your positions (including concurrent positions, participation in a foreign recruitment program, position of professor emeritus without employment contract), make sure to revise your researcher information on e-Rad.

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

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

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

	Role in this Pr oject	1. Funding System/Research Grant Name (Fundi ng Agency Name) Lifi 2. Research Period 3. Title of the Research Project 4. Name of the Principal Investigator	Research Expe nditure for FY 2 0XX (throughout th e period) (Unit : thousan d yen)	FY 20XX Effort (%)	Relationship between this KAKENHI application and the other pr ojects, and other relevant information I : Distinction of the research contents II : Reason for submission of this KAKENHI application in additio n to the other projects. (Affiliated institution and title/position in submitting the applica tion for the project shown left) (For a KAKENHI grant as Principal Investigator, enter the total r esearch expenditure for the whole research period.)
		1.[this KAKENHI application]特別推進研究	9,999,999		
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*Add					

Application Information (Items to be entered in the Website (First half)) (Screenshot) [Specially Promoted Research] – (4) "Registration of Co-Investigators' Consent/Dissent" screen

	e-Rad registratio								
	Role in This P roject		System/Research Grant Name (Funding Agen cy Name) 2. Research Period 3. Title of the Research Project 4. Name of the Principal Investigator	Research Expe nditure for FY 20XX (throughout th e period) (Unit : thousan d yen)	FY 20XX Effort (%)	ission of This KA r Project (Affiliated institu (For a KAKENHI	e Research Conten KENHI Application s, and Other Relev ition and title/pos oject shown le grant as Principal spenditure for the	i in Additio ant Inform ition in acc eft) Investigat	n to the Ot nation epting the cor, enter tl
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• If y		l on this scree revisions will ontract	en the information that you have added on the Ref not be reflected on e-Rad. Therefore, make sure to 1.Partner institution (Country of Partner institution) 2.Funding system 3.Research Period) revise your resea		ition on e-Rad.	Application and Acc Budget Amount	quisition of Effort (%)	Research Whether not a confide ality agreemer onclude
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I-2. Items to be entered in the Website (Second half)

"Research facility/Existing equipment" input screen

1. "Research facility" column

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

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

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

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

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

"Research Expenditure and Their Necessity" input screen

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

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

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

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

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

"Target expenditure (direct expense)"

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

"Ineligible expenditure"

The following expenditures are not included in the funding:

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

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

Research expenditure and usage breakdown are automatically calculated from the details of each expense. Initial display is for 5 years from FY2025 to FY2029, but when applying for more than 6 years of research period, by pressing the "Add" button on the left side of the input screen, the breakdown column for the year to be added is displayed. In addition, the "details of equipment costs" column and the "details of consumables expenses" column for the year added are set up.

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

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

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

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

1. "Details of the Equipment Costs" column

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

2. "Details of the Consumables Expenses" column

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

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

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

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

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

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

"The Status of Application and Acquisition of Research Grants" input screen

1. "The Status of Application and Acquisition of Research Grants" column (This content is not converted to the PDF file.)

The entries in this column will be referred to by the reviewers in order to determine whether 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 the information on the Principal Investigator and each Co-Investigator of the research project at the time of application be correctly entered and confirmed, including "(1) Research Grant Application(s) in the Review Process", "(2) Research Grant(s) Adopted and to be Delivered", "(3) Research Expenses Other than e-Rad", and "(4) Organizations You Belong to and Your Positions (Including Concurrent Positions, Participation in a Foreign Recruitment Program, Position of Professor Emeritus without Employment Contract)". You can add the information on each researcher registered in e-Rad on the relevant screen by referring to and selecting such information. If you have revised the added information, such revisions will not be reflected in e-Rad. Therefore, make sure to revise the registered information in e-Rad.

*Linkage of the application and acceptance information in e-Rad usually takes about 60 minutes, but it may take longer. Make registration in e-Rad well in advance, because last-minute registration before the application deadline may lead to linkage failure.

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

- This research project should be entered at the head of "(1) Research Grant Application(s) in the Review Process".
- Not only KAKENHI but also other competitive research funds (including foreign ones) (*) should be entered in "(1) Research Grant Application(s) in the Review Process", "(2) Research Grant(s) Adopted and to be Delivered", and "(3) Research Expenses Other than e-Rad".

"(3) Research Expenses Other than e-Rad" refers to research expenses that fall under the following (A) or (B).

- (A) Those that are not competitive research funds
- (B) Those that are competitive research funds but whose application was not made in e-Rad

Research expenses that fall under the above should be entered in "(3) Research Expenses Other than e-Rad".

(*) 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.

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

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

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

(*)The submitted information may be shared among the funding agencies and related ministries as well as information that

has not been subject to a confidentiality agreement, but even in this case, the information will be shared only with those who have confidentiality obligations.

- With regard to effort, enter the allocation rate (%) of the time required for conducting research activities, etc. for "(1) Research Grant Application(s) in the Review Process", "(2) Research Grant(s) Adopted and to be Delivered", and "(3) Research Expenses Other than e-Rad", based on 100% of the total working hours in FY2025 for "(1) Research Grant Application(s) in the Review Process", "(2) Research Grant(s) Adopted and to be Delivered", "(3) Research Expenses Other than e-Rad", "(2) Research Grant(s) Adopted and to be Delivered", "(3) Research Expenses Other than e-Rad", "(4) Organizations You Belong to and Your Positions (Including Concurrent Positions, Participation in a Foreign Recruitment Program, Position of Professor Emeritus without Employment Contract)", and (5) Other Activities. 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.
- There is no need to enter the fundamental research grants that are allocated so that research activities, etc. can carry out as duties within the research institution to which the researcher belongs in "(1) Research Grant Application(s) in the Review Process" or "(2) Research Grant(s) Adopted and to be Delivered". The effort of the research activities and so on that utilize such grants is included in "(5) Other Activities". Moreover, the effort in the research project supported by a KAKENHI in which the researcher participates as Research Collaborator is included in "(5) Other Activities".
- If the applicant participating in project research conducted according to the specific purpose (mission) of his/her research institution, also enter the funded research grants. If the research grants funded to individuals are not clear, fill in "I: Distinction of the research contents" to that effect.
- If the applicant is a Research Fellow for Young Scientists (PD/RPD/CPD/DC) and plan to receive a Grant-in-Aid for JSPS Fellows in FY2025, enter it in "(2) Research Grant(s) Adopted and to be Delivered". Moreover, do not enter the Grant-in-Aid that is paid monthly by JSPS (research implementation costs).
- As for the research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project, do not enter expected amounts of the said on-going research project on which the new application is based in the "(2) Research Grant(s) Adopted and to be Delivered".
- If the applicant has added or revised "(3) Research Expenses Other than e-Rad" and "(4) Organizations You Belong to and Your Positions (Including Concurrent Positions, Participation in a Foreign Recruitment Program, Position of Professor Emeritus without Employment Contract)", <u>he/she should be sure to make necessary additions or revisions on the "Researcher Details" page in e-Rad.</u>

(1) Research Grant Application(s) in the Review Process" and "(2) Research Grant(s)

• "Role in this Project"

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

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

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

"Research Period"
 Enter the research period.

"Title of Proposed Research Project"
 Enter the title of proposed research project.

o "Name of Principal Investigator"

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

o "Research Expenditure for FY2025 (Research Expenditure for the whole period) (Unit: thousand yen)"

Enter the amount of direct expense of research expenditure to be received and used by him/herself in FY2025 (items under application is the applied amount) in the upper row, and at the same time enter the total amount (planned amount) to be used by him/herself during the whole period in the lower row.

If applicant select "Co-I" in the column of Role in the Project, enter the amount of allotment (planned amount) to be received and used by him/herself in FY2025 in the upper row, and at the same time enter the total amount of allotment (planned amount) to be used by him/herself during the whole period in the lower row. (Enter "0" if contributions are not distributed in the respective column.)Even when adding e-Rad registration details, the applicant should directly enter the amount of research expenditure, as it is outside the scope of linkage.

o "Effort Percentage in FY2025 (%)"

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

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

If the applicant has revised effort information added from e-Rad registration details, such revisions will not be reflected in e-Rad. Therefore, he/she should be sure to make necessary revisions on the "List of Effort Page" of e-Rad.

° "Relationship between this KAKENHI application and the other projects, and other relevant information"

The applicant should respectively describe the connection between the research grant application(s) in the review process or adopted and to be delivered and the research project. State concretely and precisely the distinction of the research contents in column "I", the reason for submission of this KAKENHI application in addition to the other projects in column "II." In addition, enter the affiliated institution and title/position in submitting for or accepting the research project. Also, if the Principal Investigator holds an on-going research project in a research category which falls under the restrictions on simultaneous receipt of grants, provide the reason(s) for abolishing said research project and conducting the research project for which this KAKENHI application is being made in column "III".

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

If the "Specially Promoted Research" is adopted (refer to Application Procedures for Grants-in-Aid for Scientific Research "Attached Table 1 Table of Restriction on Parallel Grant Application/Receipt")
 The Principal Investigator of "Specially Promoted Research" should abolish the research projects of the categories "Scientific Research on Innovative Areas" (Research in a Proposed Research Area), "Transformative Research Areas (A/B)", "Scientific Research", "Challenging Research (Pioneering/Exploratory)", "Early-Career Scientists" and "International Collaborative Research" for which he/she has already been selected as a Principal Investigator.

Moreover, he/she cannot participate in research projects of other research categories as a Co-Investigator.

(3) Research expenses other than e-Rad

• "Kind of Contract"

Select the kind of the contract.

o "Partner institution"

Enter the partner institution and select the name of the country where it is located from the list.

o "Funding system"

Enter the name of the funding system. Enter "-" (hyphen) for those without the name of the system, such as joint research grants.

• "Research Period" Enter the research period.

• "Title of the Research Project" Enter the title of the research project.

o "Budget Amount"

Enter the budget amount. Select the appropriate currency unit in the case of an overseas project.

 \circ "Effort"

Enter effort in FY2025. Be sure to enter the effort related to the relevant research activity.

If you have revised effort information added from e-Rad registration details, such revisions will not be reflected in e-Rad. Therefore, be sure to make necessary revisions on the "List of Effort Page" of e-Rad.

In addition, when the research project for which the current application is being made is selected, you 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.

 \circ "Whether or not a confidentiality agreement concluded"

Choose whether or not you have concluded a confidentiality agreement. If you have chosen "Yes" in the "Whether or not a confidentiality agreement concluded" column, entering items other than the partner institution (and the name of the country where it is located) and the budget amount is mandatory.

(4) Organizations you belong to and your positions (including concurrent positions, participation in a foreign

recruitment program, position of professor emeritus without employment contract)

• "Organizations you belong to and your positions (including concurrent positions, participation in a foreign recruitment program, position of professor emeritus without employment contract)"

Enter organizations you belong to and your positions; for example, concurrent positions, participation in a foreign recruitment program, or position of professor emeritus without employment contract.

 \circ "Location of partner institution"

Select the location of the partner institution.

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

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Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (1) "Research Expenditure and Their Necessity" screen

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Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (3) "Research Expenditure and Their Necessity" screen



Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (4) "Research Expenditure and Their Necessity" screen

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Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (1) "The Status of Application and Acquisition of Research Grants" screen

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Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (2) "The Status of Application and Acquisition of Research Grants" screen

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Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (3) "The Status of Application and Acquisition of Research Grants" screen

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Application Information (Items to be entered in the Website (Second half)) (Screenshot) [Specially Promoted Research] – (4) "The Status of Application and Acquisition of Research Grants" screen

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(Reference) e-Rad Modify Researcher Details Page

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Status of rese	earch expenses outside e-Rad and sta	atus of notification to	job titles and affiliated ir	istitutions
(1) Research expe	nses other than e-Rad			
Kind of Contract	Partner institution(Country name of the partner institution) Funding system Research subject name	Budget amount	Whether or not a Effort (%)confidentiality agreement	Delete
	(Research period)	_	concluded	
(2) Organizations	you belong to and your positions (including con	current positions, participa	tion in a foreign recruitment pro	orram position of
	without employment contract)	surrent posicions, participa	and a rolegined didneht pro	Arenti posicion di
	participation in a foreign recruitment program, rofessor without an employment contract, etc.	or an emeritus Location	of partner institution	Delete
-				
Add line				
(3) Pledge status	necessary to ensure transparency in all researc	h activities in which you a	re involved including support fo	r facilities and equipment

- ① Click [Confirm and amend researcher details] from a pull-down menu for the researcher name shown at the upper right corner of the e-Rad top page.
- ② Click the [Main research institution] tab on the "Modify Researcher Details" page.
- ③ Fill in the necessary items for (1) Research expenses other than e-Rad and (2) concurrent positions, participation in a foreign recruitment program, position of

professor emeritus without employment contract, etc. Add lines by clicking [Add line] if necessary.

④ Confirm that you have properly reported the items listed in ③ to your affiliated institution and tick the box in "(3) Pledge status." You cannot make application if you have not ticked the box.

FY2025 Procedures for Preparing and Entering a Research Proposal Document for "Scientific Research (S)" (New Proposal)

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

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

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

Items to be noted

- * This Procedures for Preparing and Entering is to be used to prepare Research Proposal Document for <u>"Scientific Research (S)" reviewed by the "Broad Section"</u> as "New Application" (including the research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project)".
- * When preparing the Research Proposal Document, the Principal Investigator should make the preparations with responsibility, in accordance with the rules set forth in the Application Procedures.
- * <u>Characters and symbols in 11-point font size or larger (10-point or larger in English)</u> should be used in the main text, considering a large number of application forms for research project will be reviewed.
- * The Research Proposal Document consists of "items to be entered in the website" and "forms to be uploaded".
- * Make sure that the title of each column is at the top of the page. Also, do not exceed the number of pages specified for each item. As a result of filling according to the instructions of each item, blank pages may be generated but in that case, do not delete them.
- * The sentences important notes on the form should be deleted but do not delete other instructions and boxes.
- * Research Proposal Document prepared in English will be accepted.
- * Before submitting, 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.).
- * The reviewers of the Scientific Research Grant Committee conduct the review of "Scientific Research (S)" based on all the forms referring to the technical comments (review comments) made by researchers whose research fields are close to the proposed research projects (researchers in charge of the writing of review comments).

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

The following items are "to be entered in the website" of the "Research Proposal Document". When preparing their applications, Principal Investigators should access the JSPS Electronic Application System for Projects Funded by

KAKENHI (hereinafter referred to as "Electronic Application System") using their ID and password for the "Cross-Ministerial Research and Development Management System (e-Rad)", which has been provided by the research institution to which they belong, and directly enter their data.

The items to be entered in the website constitute the first part ("Broad Section desired the review", "Name of Principal Investigator (PI)", etc.) and the second part ("Research Expenditures and Their Necessity (Main existing equipment, Details of research expenditure and their necessity)", "The Status of Application and Acquisition of Research Grants") of the Research Proposal Document 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. For procedures for entering items to be entered in the website, refer to the "FY2025 Procedures for Preparing and

 \circ Items to be entered in the Website (First half)

- "Research Project Information"
- Research Proposal Submission in the fiscal year previous to the final fiscal year of the research period of an ongoing research project
- Broad Section
- · Firstly related to Medium-sized Section/Firstly related to Basic Section/Secondly related to Basic Section

Entering a Research Proposal Document" (items to be entered in the website) ("Scientific Research (S)").

- Name of the Principal Investigator
- · Position, Academic Unit (School, Faculty, etc.), and Research Institution
- Title of the Research Project
- Research Abstract
- Researchers whom the applicant wishes to avoid as persons in charge of the writing of the review comments (optional)
- Request for Disclosure
- · Contact information of the Principal Investigator
- Project Members (PI and Co-Investigator(s) (Co-I(s))

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

- "Main Existing Equipment"
- Main Existing Equipment

"Details of Research Expenditure and Their Necessity"

- Research Expenditure
- Details of Equipment Costs
- Details of Consumables Expenses

"The Status of Application and Acquisition of Research Grants"

· The Status of Application and Acquisition of Research Grants

II. Research Proposal Document (forms to be uploaded)

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

The Principal Investigator should download the "Research Proposal Document (forms to be uploaded)" from the JSPS website for Grants-in-Aid for Scientific Research, and fill it in. He/She should then access the "Electronic Application System", and upload the filled-in file to the "Electronic Application System". (Only files under 5MB can be attached.)

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

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

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

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

(2) "Issues Relevant to the Protection of Human Right and Compliance with Laws and Regulations" column

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

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

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

(4) "Proposal of the Researcher Conducting Scientific Research (S) for FY2025" column

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

The description for the "(1) PI's or Co-I(s)'s, if any, hitherto research activities" should be focused on the research activities relevant to the submitted research plan to show the feasibility of the research plan. Any international efforts related to the applicant's research plan (such as his/her records of joint international research nd research history in overseas institutions) should be included as necessary.

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

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

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

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

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

"Proposal of the Researcher (PI)"

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

"Proposal of the Researcher (Co-I)"

- In case the Co-Investigators are involved in the research members, the Proposal of the Researcher should be prepared by filling in the "Scientific Research (S) 9-(3)" for the "Proposal of the Researcher (Co-I)" for each Co-I.
- In the case of the plural Co-Is are involved in the research members, making copies of the "Scientific Research (S) 9-(3)" for the "Proposal of the Researcher (Co-I)"as original, the Proposal of the Researcher should be prepared in this way for the first Co-I using "Scientific Research (S) 9-(3)", for the second Co-I using "Scientific Research (S) 9-(4)"and so on.
- When preparing for the Proposal of the Researcher (Co-I), the following descriptions are requested according to the instructions described in the "Proposal of the Researcher (Co-I)"; "(1) Co-I's hitherto research activities" and "(2) Co-I's research environments".
- In case the whole project member consists of a sole PI, the Proposal of the Researcher (Co-I) is not required but the "Scientific Research (S) 9-(3)" for the "Proposal of the Researcher (Co-I)" should be submitted leaving the column blank without any deletion.
- * When entering in the column of "Main Existing Equipment", "Details of Equipment Costs", "Details of Consumables Expenses" and "The Status of Application and Acquisition of Research Grants", refer to the "FY2025 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the website) ("Scientific Research (S)")".

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

令和X(20XX)年度 基盤研究(S)研究計画調書

令和XX年XX月XX日 X版

新規

研究種目	基盤研究(S)						
大区分							
研究代表者	(フリガナ)						
氏名	(漢字等)						
所属研究機関							
部局							
職							
研究課題名							
研究の要約							
	年度	研究経費			月内訳(千月		7.04
	令和X年度	(千円)	設備備品費	消耗品費	旅費	人件費·謝金	その他
	令和X年度						
研究経費 「千円未満の」	令和X年度						
+ 日本周の 端数は切り 捨てる	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	3				
研究計画最終年	度前年度応募						
研究組織(研究代表者及び研究分担者)

	氏名(年齢)	所属研究機関 部局 職	学位 役割分担	令和X年度 エフ 研究経費 - (千円) (%)
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开究分担当	00000000 (00)			
开究分旦当	00000000 (00)			
	合計 00 名	-2-	研究経費合計	-00-000-000-00

1. Research Objectives, Research Method, etc.

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

Research objectives, research method, etc. should be described within 6 pages.

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

The main text should give descriptions, in concrete and clear terms, of (1) scientific background for the proposed research, and the "key scientific question" comprising the core of the research plan, (2) the purpose, scientific originality, and creativity of the research project, (3) The circumstances leading to conception of the present research proposal, domestic and overseas trends related to the proposed research and the positioning of this research in the relevant field, (4) what will be elucidated, and to what extent and how will it be pursued during the research period, and (5) preparation status towards achievement of the purpose of the research project. In addition, be sure to provide relevant information in case the following is applicable.

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

If your research proposal was adopted under Scientific Research (S) in the past, describe the differences (novelty, expansivity, etc.) between the
project previously adopted under Scientific Research (S).

[SUMMARY]

Notes to observe when preparing the Research Proposal Document

*Delete this entire text box when completing this form.

Note 1 :

[M

Read and understand the following important notes carefully before preparing your Research Proposal Document.
 KAKENHI funding aims to promote scientific research in all fields based on original ideas of researchers. The grants provide financial support for creative and pioneering research projects that will become the foundation of social development.

In KAKENHI, research theme setting is at the applicant's discretion. As such, KAKENHI research proposals are evaluated based not only on their scientific significance, but also on their originality and creativity. Accordingly, in the Research Proposal Document

forms for the "Scientific Research", "Early-Career Scientists" and "Research Activity Start-up" categories, applicants are required to state:

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

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

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

Note 2:

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

Note 3:

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

2. Issues Relevant to the Protection of Human Right and Compliance with Laws and Regulations *(cf. Application Procedures for Grants-in-Aid for Scientific Research)*

If the proposed research involves such issues that require obtaining the consent and/or cooperation of third parties, 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, describe the measures and actions planned to be taken in responding to these issues within 1 page.

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

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

(For an application that comes under this category, this column is a mandatory entry. (cf. Application Procedures for Grants-in-Aid for Scientific Research)) The applicant should give within 1 page: (1) the relevant information on the on-going project (for which FY2025 is the final year of the research period) including the original plan at the time of application/adoption and the research accomplishment such as new knowledge acquired, and (2) the reason why he/she is submitting this new proposal for FY2025 on top of the on-going project (in terms of the development of the on-going research, necessity of new research budget, etc.). If not applicable, leave this page blank. (Do not eliminate the page.)

Research Category	Project Number	Title of the Research Project	Research Period
			FYto FY2025

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

The reason for submission of this new proposal.

4. Proposal of the Researcher Conducting Scientific Research (S) for FY2025 (PI)

Researcher	Name		Date of Birth (age)	(_years old)
(PI)	Institution, Academic		Academic	· · · · ·
	Unit, Position		Degree	
Ability to Co	nduct the Research a	nd the Research Environm	nent	
Descriptions	of (1) PI's hitherto res	search activities, (2) PI's res	search environ	ments including research
facilities and e	quipment, research mat	terials, etc. relevant to the co	onduct of the p	roposed research, and (3)
		the (2) above surrounding w		nembers should be given
within 2 pages	to show the feasibility	of the research plan by the ap	oplicant.	
If the PI has c	conducted any internation	onal efforts related to his/her	research plan (such as his/her records of
joint internation	onal research and rese	arch history in overseas ins	stitutions), the	y should be included as
necessary in "(1) PI's hitherto research	h activities". Also, if the PI h	has taken leave	of absence from research
activity for son	ne period, he/she may c	hoose to write about it therein	n.	

(1) PI's hitherto research activities

(, *De	elete this entire text box when completing this form.	
	No	te:	Ì
	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)	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 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; in the case of a book, the bibliographic and other information should be provided.)	
	3.	The research papers that can be cited are only those already published or accepted for publication.	

(3) Research environments surrounding whole project members

*Delete this entire text box when completing this form.

Note:

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

Scientific Research (S) 9-(2)

4. Proposal of the Researcher (PI) (continued from the previous page)

4. Proposal of the Researcher Conducting Scientific Research (S) for FY2025 (Co-I)

Researcher	Name		Date of Birth (age)	(_years old)		
(Co-I)	Institution, Academic Unit, Position		(age) (_ years old) Academic Degree Academic Parch Environment Degree ivities, and (2) Co-I's research environments including als, etc. relevant to the conduct of the proposed research lity of the research plan by the applicant. efforts related to his/her research plan (such as his/her history in overseas institutions), they should be included tes". Also, if the applicant has taken leave of absence from			
Ability to Cor	,	nd the Research Environm	U			
Descriptions	of (1) Co-I's hitherto	research activities, and (2) (Co-I's research			
records of joint	t international research	and research history in overse	eas institutions)), they should be included		
				ken leave of absence from		
research activit	y for some period, he/s	he may choose to write about	t it therein.			

(1) Co-I's hitherto research activities

*Delete this entire text box when completing this form.

Note:

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

(2) Co-I's research environments

研究経費とその必要性

主な現有設備

研究機関	設備名	仕様(形式・性能)	専用・共用 の別	設置年度	備考

研究経費とその必要性

基盤研究(S)11-()

		研究経費				使用		, , , , , , , , , , , , , , , , , , , ,	
			設備備品費	j	肖耗品費	旅	t i	人件費・謝金	その他
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基盤研究(S)12-()

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耗	品質、旅賃、人	件質・謝金	会、その他の必要	119					

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	Confirm	the Application Info	rmatio	on (The Statu	s of Appl	ication	and Acquisition of F	Research Gra	ants) English > Japanese	
		Rese	arch P	roposal Docun	nent for "	XXXXX	(XXXXXX" (FY 20XX)			
(The S	tatus of Appl	lication and Acquisition of	Resear	ch Grants]						
		ne lists of Research Grant Applic oject," "Research Expenditure ;			s or Research	Grant(s) A	dopted and to be Delivered ir	n a specified order	by clicking the links of	
		rincipal Investigator	代表 -							
	Resea	arch Period	<u> </u>	X~FY 20XX						
	Title of the	Research Project	0000	○○についての研究	ί.					
1) Rese	earch Grant /	Application(s) in the Revie	w Proce							
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2) Kese	earch Granus	s) Adopted and to be Deli	vereu							
Role in This Pr	1. Funding Sy	ystem/Research Grant Name g Agency Name) 2.Research Period	(Fundin	Research Expen diture for FY 20 XX (throughout th	FY 20XX Effort	NHI Appl	on of the Research Content ication in Addition to the O	ther Projects, an tion	d Other Relevant Inform	
oject		itle of the Research Project the of the Principal Investigat	or	e period) (Unit : thousan d yen)	(%)		ed institution and title/pos KENHI grant as Principal I diture for the w		r the total research expe	
	1.基盤研究(S) 2.FY 20XX~FY			9,999,999		Affiliated in	0000000000 nstitution and title/position in	accepting the pro	ject shown left:	
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3) Rese	earch expens	ses other than e-Rad								
		1.Partner institution						Effect.	Whether or not	
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		3.Research Period 1.000大学(CHINA)								
Grant		2.0000000000000	(000000000000000000000000000000000000000	いて研究		99,999 香港ドル	296	YES	
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Organiz	ations you bel	long to and your positions (in		concurrent position eritus without empl			reign recruitment program	ı, posit Locatio	on of partner institution	
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FY2025 Procedures for Preparing and Entering a Research Proposal Document (items to be entered in the Website) (Grant-in-Aid for Scientific Research (S))

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

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

Please select "application information input" of Scientific Research (S) from the "List of Research Categories" screen on the electronic application system. **The "Management of Research Proposal Document" screen will be displayed.** Next, please select "application information input" in the entered application information ("Research Project Information", "Main Existing Equipment", "Details of Research Expenditure and Their Necessity", "The Status of Application and Acquisition of Research Grants"). The respective input screen will be displayed. On the screen of each input, if the "Japanese ► English" button at the upper left of the screen is clicked, then the explanations are translated into English.

"Research Project Information" input screen

1. Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an ongoing research project

The applicant should select the appropriate item from among "Not Making Application" and "Making Application". Moreover, if the applicant selects "Making Application", it is limited to research projects that fall under "Research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project" (Refer to the Application Procedures for Grants-in-Aid for Scientific Research). If he/she makes an application under the category "Research project", he/she should enter the project number of the Grant-in-Aid (continued) of an on-going research project", he/she should enter the project number of the Grant-in-Aid (continued) of which FY2025 is the final fiscal year. Moreover, he/she should be sure to fill in the necessary information in the column "items to be filled in when making research project" of the Research Proposal Document (forms to be uploaded) he/she is preparing.

2. Broad Section

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 select a Broad Section (A-K) which you wish to be reviewed.

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

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

4. 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.

5. Research Institution, Academic Unit (School, Faculty, etc.) and Position

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

6. Title of the Research Project

In the column "Title of Proposed Research Project", the applicant should enter a title for the proposed research project. The title should express the content of the research until the end of the research period in concrete terms. (The applicant should avoid general or abstract expressions.) In giving a title to the research project, applicants should note that the entire Research Proposal Document, including the title of the research project will be reviewed and will be publicized widely in the Grants-in-Aid for Scientific Research (KAKENHI) Database (KAKEN) if the research 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.

7. Research Abstract

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

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

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

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

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

9. Request for disclosure

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

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

<u>Once you select "I request to be informed of comments from the reviewers: No," JSPS will not disclose the</u> review results for any reason whatsoever.

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

In the "Contact Information of the Principal Investigator" column, please enter information of in case that direct contact of the Principal Investigator is required.

11. Project Members List (Principal Investigator (PI) and Co-Investigator(s) (Co-I(s))

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

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

(1) Project Members Input (Principal Investigator)

• In the column "Status of Research Integrity Pledge (Linked to e-Rad Registration Details)", the status of pledge to appropriately report to the affiliated institution in accordance with the relevant rules and regulations, the information necessary to ensure the transparency of all research activities that the Principal Investigator is involved in, including donations, etc. registered in e-Rad and non-monetary support such as facilities and equipment, will be linked and automatically displayed.

Application cannot be made if the status is not "Pledged"; therefore, make sure that the status has been registered in e-Rad. Linkage of the researcher information in e-Rad usually takes about 10 minutes, but it may take longer.

Make registration in e-Rad well in advance, because last-minute registration before the application deadline may lead to linkage failure.

- In the column "Distinction", it will be automatically displayed as "Principal Investigator".
- In the column "Name (Pronunciation in katakana; Kanji etc.)", "Age (as of April 1, 2025)", and "Research Institution, Academic Unit (School, Faculty, etc.), Position" of the Principal Investigator, the information on the Principal Investigator which has been registered in e-Rad will be automatically displayed. Principal Investigator should verify whether the information has been displayed correctly.
- In the column "Academic Degree", Principal Investigator should fill in his/her academic degree.
- In the column "Role in This Project", the Principal Investigator should fill in, how the Principal Investigator and the Co-Investigator(s) will cooperate to carry out the research, in a way that clarifies the respective connections between the researchers, and highlighting the allotment of research tasks in the research implementation plan FY2025. Principal Investigator should also enter those information of Co-Investigator.
- In the column "Research Expenditure for FY2025", the share of the grant to the Principal Investigator and the Co-Investigator(s) should be entered in units of thousand yen, based on the research plan. Principal Investigator should also enter those information of Co-Investigator.

The total amount of all the shares of the grant to each researcher should correspond to "Research Expenditure for FY2025 (Thousand Yen)" displayed in the screen. If it does not correspond, "error" is displayed on the confirmation screen after entering.

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

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

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

(2) Project Members Input (Co-Investigator)

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

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

The column "Number of Project Members", displayed on the lowermost part of the screen is displayed

automatically, according to the number of edit boxes for data entry.

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

• In the column "Status of Research Integrity Pledge (Linked to e-Rad Registration Details)", the status of pledge to appropriately report to the affiliated institution in accordance with the relevant rules and regulations, the information necessary to ensure the transparency of all research activities that the Co-Investigator is involved in, including donations, etc. registered in e-Rad and non-monetary support such as facilities and equipment, will be linked and automatically displayed.

Application cannot be made if the status is not "Pledged"; therefore, the Principal Investigator should check the status of pledge on the relevant screen and request Co-Investigator(s) who have "Not Pledged" to do so for their affiliated institution and register the status in e-Rad. Linkage of the researcher information in e-Rad usually takes about 10 minutes, but it may take longer. Make registration in e-Rad well in advance, because last-minute registration before the application deadline may lead to linkage failure.

- In the column "Distinction", it will be automatically displayed as "Co-I(s)".
- In the column "Researcher Number", "Name (Pronunciation in katakana; Kanji, etc.)", "Age (as of April 1, 2025)", 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 FY2025", the Principal Investigator should enter the contents. (Please refer to the column "(1) Project Members Input (Principal Investigator)" for the entry method).

[About the Consent Process of Co-Investigator]

- The consent both from Co-Investigator him/herself and his/her research institution should be given on the electronic application system to list him/her on the project members as a Co-Investigator.
- To request other researchers to participate in the research project as Co-Investigators, 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.
 - (In addition, please contact him/her that you had made the Co-Investigator request on the system.)
- When the consent both from Co-Investigator him/herself and his/her research institution have been given, the "Status of Consent" will be changed to "Obtained the consent from the Co-Investigator" and "Obtained the consent from the institution".
- You cannot request the researcher to become a Co-Investigator whose status of consent is "Dissented by the Co-Investigator" or "Dissented by the Institution". Press [Delete] button on the left hand side of that column and

delete the frame into which the data is being entered.

- When you request the researchers to become a Co-Investigator, your official request should be made based on the high probability in obtaining the consent from the Co-Investigator-to-be after surely confirming the following items with the researchers.
 - ① For this research project, the Co-Investigator has to bear responsibility for the implementation of the research project in cooperation with the Principal Investigator.
 - ② As well as the Co-Investigator understand and comply with both the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the (a), (b) and (c) below, and to receive a share of KAKENHI from the Principal Investigator and use it properly.
 - (a) The Co-Investigator has to recognize that citizens have placed trust in scientific research and that KAKENHI are funded with their tax, and you therefore have to use KAKENHI in a proper and efficient way and refrain from committing research misconduct during my research.
 - (b) The Co-Investigator has to fulfil the requirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of Science The Attitude of a Conscientious Scientist –" ("For the Sound Development of Science" Editorial Committee on JSPS), by taking an e-Learning course such as the "e-Learning Course on Research Ethics [eL CoRE] or "APRIN e-learning program (eAPRIN)", or by participating in the research ethics education course conducted at his/her institution based on the "Guidelines for Responding to Misconduct in Research" (Adopted August 26, 2014 by the MEXT), prior to the formal application for grant delivery (or, in case the grant has already been delivered, by the time the "application for approval of change for the Co-Investigator" is submitted by the Principal Investigator to JSPS).
 - (c) The Co-Investigator has to understand thoroughly and confirm on what the researchers should consider, in conducting of their researches, from amongst the contents of both the statement "Code of Conduct for Scientists -Revised Version-" by the Science Council of Japan and the booklet "For the Sound Development of Science -The Attitude of a Conscientious Scientist-" by the JSPS, by the time of the formal application for grant delivery of the concerned research project. (Or, by the time when the "application for approval of change of the Co-Investigator" is to be submitted to the JSPS by the Principal Investigator, in case the official grant decision thereof has been already made.)
- * Refer to the KAKENHI (Grants-in-Aid for Scientific Research) Electronic Application System Operation Manual (URL:<u>https://www-shinsei.jsps.go.jp/kaken/topkakenhi/shinsei ka.html</u>) for the detailed information on the consent processes of the Co-Investigator such as operating environment, operating method, and so on.
- * The Co-Investigator(s)-to-be who have applied for the Scientific Research (S) input "The Status of Application and Acquisition of Research Grants" of their own in the course of the consent process. When inputting the column above, refer to the "1) The Status of Application and Acquisition of Research Grants" under "The Status of Application and Acquisition of Research Grants" input screen set forth in the Procedures for Preparing and Entering a Research Proposal Document.

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

"Main Existing Equipment" input screen

1. Main Existing Equipment

Please input the existing equipment that can be used for this research project based on the Research Proposal Document (forms to be uploaded).

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

"Details of Research Expenditure and Their Necessity" input screen

1. Details of Research Expenditure and Their Necessity

Please input the details of each expense required for this research proposal based on the Research Proposal Document (forms to be uploaded).

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

"Target expenditure (direct expense)"

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

"Ineligible expenditure"

The following expenditures are not included in the funding:

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

The expenditure is used by the research institution. This time, it is scheduled to set up indirect expense

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

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

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

Equipment Costs

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

Necessity of Equipment Costs

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

\circ Consumables Expenses

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

Travel Expenses

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

Personnel Cost/Honoraria

Please enter the expenditures for each matter such as honoraria, compensation, wages and salaries to Research Collaborator(s) (postdoctoral researchers, research assistants (RA), researchers belonging to overseas research institutions, and others) who engaged in organizing materials, assisting in experiments, performing translation or

proofreading, providing technical knowledge, distributing and collecting questionnaires and collecting information materials for research), and payment to temporary staff agencies. In addition, enter the status at the time of collaboration (such as project assistant professor, postdoctoral fellow, student in Doctoral course/Master's course) of the people to whom the personnel cost or honoraria to be paid if it is obvious.

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

Miscellaneous Expenses

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

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

"The Status of Application and Acquisition of Research Grants" input screen

1. "The Status of Application and Acquisition of Research Grants" (*This content will not be converted to the PDF file.)

The entries in this column will be referred to by the reviewers in order to determine whether 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 the information on the Principal Investigator and each Co-Investigator of the research project at the time of application be correctly entered and confirmed, including "(1) Research Grant Application(s) in the Review Process", "(2) Research Grant(s) Adopted and to be Delivered", "(3) Research Expenses Other than e-Rad", and "(4) Organizations You Belong to and Your Positions (Including Concurrent Positions, Participation in a Foreign Recruitment Program, Position of Professor Emeritus without Employment Contract)". You can add the information on each researcher registered in e-Rad on the relevant screen by referring to and selecting such information. If you have revised the added information, such revisions will not be reflected in e-Rad. Therefore, make sure to revise the

registered information in e-Rad.

*Linkage of the application and acceptance information in e-Rad usually takes about 60 minutes, but it may take longer. Make registration in e-Rad well in advance, because last-minute registration before the application deadline may lead to linkage failure.

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

- This research project is entered at the head of "(1) research grant application(s) in the review process".
- Not only KAKENHI but also other competitive research funds (including foreign ones) (*) should be entered in "(1) research grant application(s) in the review process", "(2) research grant(s) and (3) Research expenses other than e-Rad adopted and to be delivered". "(3) Research Expenses Other than e-Rad" refers to research expenses that fall under the following (A) or (B).

(A) Those that are not competitive research funds

(B) Those that are competitive research funds but whose application was not made in e-Rad

Research expenses that fall under the above should be entered in "(3) Research Expenses Other than e-Rad".

(*) 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.

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

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

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

- (*)The submitted information may be shared among the funding agencies and related ministries as well as information that has not been subject to a confidentiality agreement, but even in this case, the information will be shared only with those who have confidentiality obligations.
- With regard to effort, enter the allocation rate (%) of the time required for conducting research activities, etc. for "(1) Research Grant Application(s) in the Review Process", "(2) Research Grant(s) Adopted and to be Delivered", and

"(3) Research Expenses Other than e-Rad", based on 100% of the total working hours in FY2025 for "(1) Research Grant Application(s) in the Review Process", "(2) Research Grant(s) Adopted and to be Delivered", "(3) Research Expenses Other than e-Rad", "(4) Organizations You Belong to and Your Positions (Including Concurrent Positions, Participation in a Foreign Recruitment Program, Position of Professor Emeritus without Employment Contract)", and (5) Other Activities. 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.

- There is no need to enter the fundamental research grants that are allocated so that research activities, etc. can carry out as duties within the research institution to which the researcher belongs in "(1) research grant application(s) in the review process" or "(2) research grant(s) adopted and to be delivered". The effort of the research activities and so on that utilize such grants is included in "(5) other activities". Moreover, the effort in the research project supported by a KAKENHI in which the researcher participates as Research Collaborator is included in "(5) other activities".
- If the applicant is a Research Fellowship for Young Scientists (PD/RPD/CPD/DC) and plan to receive a Grant-in-Aid for JSPS Fellows in FY2025, please enter it in "(2) research grant(s) adopted and to be delivered". Moreover, please do not enter the Grant-in-Aid that is paid monthly by JSPS (research implementation costs).
- As for the research proposal submission in the fiscal year previous to the final fiscal year of the research period of an on-going research project, do not enter expected amounts of the said on-going research project on which the new application is based in the "(2) research grant(s) adopted and to be delivered".
- If the applicant has added or revised "(3) Research Expenses Other than e-Rad" and "(4) Organizations You Belong to and Your Positions (Including Concurrent Positions, Participation in a Foreign Recruitment Program, Position of Professor Emeritus without Employment Contract)", he/she should be sure to make necessary additions or revisions on the "Researcher Details" page in e-Rad.

(1) Research Grant Application(s) in the Review Process" and "(2) Research Grant(s)

 \circ "Role in this Project"

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

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

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

"Research Period"

Please enter the research period.

o "Title of Proposed Research Project"

Please enter the title of proposed research project.

o "Name of Principal Investigator"

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

equivalent) of the research subject.

o "Research Expenditure for FY2025 (Research Expenditure for the whole period) (Unit: thousand yen)"

Enter the amount of direct expense of research expenditure to be received and used by him/herself in FY2025 (items under application is the applied amount) in the upper row, and at the same time enter the total amount (planned amount) to be used by him/herself during the whole period in the lower row.

If applicant select "Co-I" in the column of Role in the Project, please enter the amount of allotment (planned amount) to be received and used by him/herself in FY2025 in the upper row, and at the same time enter the total amount of allotment (planned amount) to be used by him/herself during the whole period in the lower row. (Please enter "0" if contributions are not distributed in the respective column.)

Even when adding e-Rad registration details, the applicant should directly enter the amount of research expenditure, as it is outside the scope of linkage.

o "Effort Percentage in FY2025 (%)"

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.

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.

If the applicant has revised effort information added from e-Rad registration details, such revisions will not be reflected in e-Rad. Therefore, he/she should be sure to make necessary revisions on the "List of Effort Page" of e-Rad.

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

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

In addition, enter the affiliated institution and title/position in submitting or accepting the research project. You must enter the affiliated institutions and titles/positions for each and all of the projects, even if they are the same as the affiliated institution and your title/position under which you are submitting this application. If applicant is a Principal Investigator of KAKENHI, please enter the total amount of direct expense for the whole research period including the shared amount to the Co-Investigators in this column.

(3) Research expenses other than e-Rad

"Kind of Contract"Select the kind of the contract.

O "Partner institution"

Enter the partner institution and select the name of the country where it is located from the list.

 \bigcirc "Funding system"

Enter the name of the funding system. Enter "-" (hyphen) for those without the name of the system, such as joint research grants.

"Research Period"Enter the research period.

"Title of the Research Project"Enter the title of the research project.

○ "Budget Amount"

Enter the budget amount. Select the appropriate currency unit in the case of an overseas project.

○ "Effort"

Enter effort in FY2025. Be sure to enter the effort related to the relevant research activity.

If you have revised effort information added from e-Rad registration details, such revisions will not be reflected in e-Rad. Therefore, be sure to make necessary revisions on the "List of Effort Page" of e-Rad.

In addition, when the research project for which the current application is being made is selected, you 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.

 \bigcirc "Whether or not a confidentiality agreement concluded"

Choose whether or not you have concluded a confidentiality agreement. If you have chosen "Yes" in the "Whether or not a confidentiality agreement concluded" column, entering items other than the partner institution (and the name of the country where it is located) and the budget amount is mandatory.

(4) Organizations you belong to and your positions (including concurrent positions, participation in a foreign recruitment program, position of professor emeritus without employment contract)

○ "Organizations you belong to and your positions (including concurrent positions, participation in a foreign recruitment program, position of professor emeritus without employment contract)"

Enter organizations you belong to and your positions; for example, concurrent positions, participation in a foreign recruitment program, or position of professor emeritus without employment contract.

 \bigcirc "Location of partner institution"

Select the location of the partner institution.

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

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	Management of Res	earch Proposal Document		
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		2入力して作成します。 は、研究代表者、研究分担者の人数分入力が必要です。 は、「研究課題情報」で入力した研究組織の研究代表者、3	研究分担者が表示され	1ます。
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I I I	t is necessary to enter in "Th nvestigator(s) (Co-I(s)). nformation on Principal Inves	ication information, Research Proposal Document will l e Status of Application and Acquisition of Research Gra tigator and Co-Investigator(s) (Co-I(s)) of the Project red in the column "The Status of Application and Acqui	ants"by the number Members List which	n entered in "Research project
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Application Information Input (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (1) "Application Information Input" screen

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Application Information Input (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (2) "Application Information Input" screen

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Application Information Input (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (3) "Application Information Input" screen

[Project Members List (Principal Investigator and Co-Investigator)]

If not all the Principal Investigator and/or Co-Investigators have registered their research integrity information on e-Rad, you
cannot make application. Researchers with the Status of Research Integrity Pledge (Linked to e-Rad Registration Details) being "Not
pledged" need to make registration on e-Rad; therefore, the Principal Investigator must request those who have not registered to
do so according to the guidance.

* Linkage to e-Rad usually takes about 10 minutes, but it may take longer. Make registration well in advance, because last-minute registration before the application deadline may lead to linkage failure.

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

[When you request the researchers to become a Co-Investigator]

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

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

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

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

Application Information Input (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (2) "Application Information Input" screen

	Status o f Consen t	Resear ch Int egrity Pledge Status (e-Rad Regist ration Inform ation L inkag e)	Distinction	Name (Age)	Research I nstitution Academic Unit (Scho ol, Faculty, etc.) Position	1.Academic Degree 2.Role in This Project	Research Expe nditure for FY 20XX (Thousand Ye n)	Effort (%)
		Not pl edged	研究代表者 (Principal Investigator)	(Researcher Number) 9 9999999 (Pronunciation in katak ana) ダイヒョウ イチロ ウ	AAA大学 AA学部	1.*	*	*
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Main existing equipment (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version]

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

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

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The Status of Application and Acquisition of Research Grants (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (2)

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The Status of Application and Acquisition of Research Grants (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (3)

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The Status of Application and Acquisition of Research Grants (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (4)

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

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研究代表者氏名 Principal Investigat or Name	所屋研究機関名・部局 名・職名 Research Institutio n・Academic Unit・ Position	研究課題名 Title of Research Pr oject	依賴先機関名 · 部局名 Request Destination Institution Name an d Academic Unit Na me	承諾状況 Status of Consent	応募状況 Application S tatus
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<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 <u>here</u> 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) [Scientific Research (S), English version] – (2)

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Name	(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
if you consent to become	a Co-Investigator check the contents below and check the checkbox
If you consent to become	a Co-Investigator, check the contents below and check the checkbox.
For this research project with the Principal Investigation	t, I consent to become a Co-Investigator who bears responsibility for the implementation of the research project in cooperation ator.
	d and will comply with the KAKENHI supplementary conditions (funding conditions) and the terms stipulated in the following, ive my share of KAKENHI from the Principal Investigator and use it properly.
	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 refrain from committing research misconduct during my research.
of a Conscientious Scie Research Ethics [eL Co the "Guidelines for Res	equirement for the research ethics education coursework either by reading a textbook such as "For the Sound Development of Science - The Attitude entist -" ("For the Sound Development of Science" Editorial Committee on JSPS), by taking an e-Learning course such as the "e-Learning Course on oRE] or "APRIN e-learning program (eAPRIN)", or by participating in the research ethics education course conducted at his/her institution based on sponding to Misconduct in Research" (Adopted August 26, 2014 by the MEXT), prior to the formal application for grant delivery (or, in case the grant ered, by the time the "application for approval of change for the Co-Investigator" is submitted by the Principal Investigator to JSPS).
statement "Code of Co Conscientious Scientis	In thoroughly and confirm on what the researchers should consider, in conducting of their researches, from amongst the contents of both the onduct for Scientists -Revised Version-" by the Science Council of Japan and the booklet "For the Sound Development of Science -The Attitude of a t-" 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 the Co-Investigator" is to be submitted to the JSPS by the Principal Investigator, in case the official grant decision thereof has been already made.)
If you consent to become Investigator participate.	a Co-Investigator, enter the "Academic Degree" of the Co-Investigator and "Effort" of the research project in which the Co-
Academic Degree	
Effort(%)	* The data of effort you enter in this column will be provided to e-Rad and shown at the time of the formal application for grant delivery when th proposed research project is adopted. You can accordingly carry out the procedure to modify your effort if necessary.
	proposed research project is doopted, fod can becordingly can y out the procedure to modify your entits in necessary.

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

[The Status of Application and Acquisition of Research Grants] * Click "Add" on the left-hand side of the window to insert additional research project fields. Click "Delete" on the left-hand side of each field to delete unused fields. (if any field is not used or no longer required) Note: PI:Principal Investigator , Co-I(s) : Co-Investigator(s) The entries in this column will be referred to by the review committee in order to ensure that the grant status would not constitute a case of "unreasonable duplication and/or excessive concentration in the grant allocation" so that the proposed research project can be duly carried out in parallel with other projects. List, at the time of submission of this KAKENHI application, (1) research grant application(s) in the review process and (2) research grant(s) adopted and to be delivered and (3) Research expenses other than e-Rad and (4) Organizations you belong to and your positions (including concurrent positions, participation in a foreign recruitment program, position of professor emeritus without employment contract) of Co-Investigator(s)(Co-I(s)). Refer to the "Procedures for Preparing and Entering Research Proposal Document (to be entered in the Website)" for the specific entry method of this form. * Click the [Refer to e-Rad Registration Details] button for each item on this screen, and the "Reference to e-Rad Information Details (The Status of Application and Acquisition of Research Grants)" screen will show up, where you can select and add your research integrity information registered on e-Rad. Nevertheless, enter information on research expenditure and research projects for application at the research institution level directly on this screen, as it is not linked to the system. * Linkage to e-Rad usually takes about 60 minutes, but it may take longer. Make registration well in advance, because last-minute registration before the application deadline may lead to linkage failure. * You can revise on this screen the information that you have added on the "Reference to e-Rad Information Details (The Status of Application and Acquisition of Research Grants)" screen. If you have revised effort , (3) Research Expenses Other Than e-Rad and (4) Organizations you belong to and your positions (including concurrent positions, participation in a foreign recruitment program, position of professor emeritus without employment contract), make sure to revise your researcher information on e-Rad. The column of "1. Funding System/Research Grant Name" will be available for selection after the column of "Role in This Project" is chosen. In the "Effort Percentage" entry, enter the percentage of hours allocated to each research project, with the total annual working hours set at 100%. . If the applicant has acquired competitive research grants within his/her research institution, they should be also listed. . If you are participating in project research conducted according to the specific purpose (mission) of your research institution, also enter the funded research grants. If the research grants funded to individuals are not clear, fill in "Distinction of the research contents and Reason for submission of this KAKENHI application in addition to the other projects." to that effect. The columns for the "Research Period", the "Title of the Research Period" or the "Research Expenditure (throughout the period)" in the Research Grant Application(s) in the • Review Process are not displayed until the Principal Investigator input the application information data. If you want to refer to, please make a contact with the Principal Investigator directly. 29 minutes have been passed since the screen had been displayed. Temporarily Save (1) Research Grant Application(s) in the Review Process er to e-Rad registration details

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Registration of Co-Investigators' Consent/Dissent (Items to be entered in the Website) (Screenshot) [Scientific Research (S), English version] – (4)

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(Reference) e-Rad Modify Researcher Details Page

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- ① Click [Confirm and amend researcher details] from a pull-down menu for the researcher name shown at the upper right corner of the e-Rad top page.
- 2 Click the [Main research institution] tab on the "Modify Researcher Details" page.
- ③ Fill in the necessary items for (1) Research expenses other than e-Rad and (2) concurrent positions, participation in a foreign recruitment program, position of professor emeritus without employment contract, etc. Add lines by clicking [Add line] if necessary.

④ Confirm that you have properly reported the items listed in ③ to your affiliated institution and tick the box in "(3) Pledge status." <u>You cannot make application if you have not ticked the box.</u>