

## JSPS International Fellowships for Research in Japan

### Postdoctoral Fellowships for Research in Japan Invitational Fellowships for Research in Japan FY 2019 (2019-2020) Application Guideline

This guideline translates Japanese into English. If any differences in wording or interpretation should occur between Japanese and English, the Japanese guideline will take precedence.

#### OUTLINE OF FELLOWSHIP

The Japan Society for the Promotion of Science (JSPS) carries out programs that provide overseas researchers who have an excellent record of research achievements with an opportunity to conduct collaborative research, discussions, and opinion exchanges with researchers in Japan. These programs are intended to help advance the overseas researchers' research activities while promoting science and internationalization in Japan.

#### FIELDS OF RESEARCH

All fields of the humanities, social sciences and natural sciences are included under this program.

#### CATEGORIES

Various fellowship categories are provided to accord with the purpose of the overseas researcher's visit.

Categories		Purposes
Postdoctoral Fellowships	Standard [P]	To provide opportunities for excellent postdoctoral researchers from other countries to conduct, under the guidance of their hosts, cooperative research with leading research groups in universities and other Japanese institutions.
	Short-term [PE]	To provide opportunities for pre-/post-doctoral researchers from the US, Canada and Europe to conduct, under the guidance of their hosts, cooperative research with leading research groups in universities and other Japanese institutions.
Invitational Fellowships	Long-term [L]	To invite overseas researchers with excellent records of research achievements to collaborate with Japanese colleagues in carrying out research through long-term visits.
	Short-term [S]	To invite overseas researchers with excellent records of research achievements for short-term visits to Japan and provide them opportunities for discussions, opinion exchanges, lectures and other activities.
	Short-term S [E]	To invite overseas researchers with distinguished records of research achievements to Japan for purposes corresponding to those records, and to provide them opportunities to offer advice and cooperate in research activities throughout the host institution and also to give lectures or conduct other activities at other Japanese research institutions.

## Notice

### **1. False information etc., in the application form**

Should JSPS determine any information in an application to be falsified, plagiarized or otherwise flawed, the application will be rejected or, if already awarded, the fellowship withdrawn.

### **2. Research ethics education coursework**

To promote the proper conduct of research activities and prevent misconduct in advance, it is first necessary to raise the level of researcher ethics within research institutions. When deemed appropriate, therefore, host institution should establish educational courses for invited overseas researchers to take in research ethics.

(References) Learning materials on avoiding misconduct in research activities

- 1) For the Sound Development of Science—The Attitude of a Conscientious Scientist— by Editing Committee of Japan Society for the Promotion of Science
- 2) e-Learning Course on Research Ethics [eL CoRE]  
1) and 2) are available at: <http://www.jsps.go.jp/english/e-kousei/ethics.html>
- 3) APRIN e-learning program (CITI Japan)
- 4) Research ethics courses conducted by Institutions based on the “Guidelines for Responding to Misconduct in Research” issued 26 August 2014 by Ministry of Education, Culture, Sports, Science and Technology (MEXT)

### **3. Handling of personal information**

With regard to personal information contained in application materials, it shall be strictly controlled in accordance with the “Law to Protect Personal Information Held by Independent Administrative Institutions” and JSPS’s own regulations for protecting personal information. JSPS will use such information exclusively for implementing its programs. (This may involve the provision of personal information to external companies commissioned to electronically process and manage program-related data.)

If selected for a fellowship, fellows should note that their name, nationality, title and affiliated organization; research theme, fellowship tenure, host institution, host researcher’s name and title; and research reports may be given public access. Fellows are also asked to participate in surveys aimed at improving JSPS programs.

### **4. Research conducted for a military purpose**

JSPS does not support any research project related to military affairs.

### **5. The Security Trade Control**

When accepting Fellows, the host institution should perform necessary procedures concerning the security trade control in accordance with the Foreign Exchange and Foreign Control Trade Law (Act No. 228 of December 1, 1949), related government regulations and institutional rules.

### **6. Terms of Award**

The amounts of the Awards indicated above are subject to change for budgetary reasons.

## Procedure

### 1. JSPS Electronic Application System

Host researchers are required to use the JSPS Electronic Application System when applying for fellowships. Please refer to JSPS's website for more details on JSPS Electronic Application System. ([http://www-shinsei.jps.go.jp/topkokusai/top\\_kokusai.html](http://www-shinsei.jps.go.jp/topkokusai/top_kokusai.html))

If you have already obtained the applicant ID of international exchange projects, you do not need to ask your affiliated institution to issue the new ID and password.

### 2. Applicant Eligibility and Fellow Eligibility

The applicant (host researcher) and host institution should verify that the applicant and candidate (invited overseas researcher) satisfy their respective application eligibility requirements. As the application eligibility requirements differ by program, please refer to each program page in these Guidelines.

### 3. Review Section

The applicant (host researcher) is to choose the category in which s/he wants the application to be screened from the Review Section Table.

### 4. Multiple Applications

#### (1) Multiple Applications by the Fellow

- 1) As only one application is allowed per candidate, host researchers should verify in advance that no other applications have been submitted for the candidate.
- 2) The same person may not simultaneously be a candidate for two or more kinds of fellowship programs under each recruitment.

#### (2) Multiple Applications by the Host

- 1) For [P] and [PE] candidates, under each recruitment one host researcher may submit up to three applications. When multiple applications are submitted, the host should state the order of his/her priority.
- 2) With regard to [L], [S] and [E] candidates, application is limited to one candidate for each recruitment.

### 5. Application periods (for host institution)

Applications must be submitted to JSPS by a host researcher in Japan via the head of his/her university or institution. Overseas researchers wishing to participate in the program are advised to establish contact with a Japanese or foreign-resident researcher in their field and to ask him/her to submit an application. They should make this contact well in advance of the host institution's application deadline (depending on the institution, it may have its own deadline more than one month before the application deadline set by JSPS).

\* About the research plan that requires approval procedures, etc. in your affiliated institution

If your research involves compliance with the related laws and regulations (e.g. research requiring the consent and the cooperation of the other party when implementing the research plan, research requiring consideration for the handling of personal information and research requiring efforts regarding bioethics and safety measures), the measures and action that you will take will be the subject of reviewing. This applies to surveys, research, experiments which require an approval procedure in an ethics committee outside the research institution, such as for example questionnaire surveys in which personal information is involved, interview surveys, the use of provided samples, analysis study of the human genome, recombinant DNA experiments, experiments on animals, etc.

#### (1) [Applicant (Host researcher)]

Please submit (send) the application form using (through) the electronic application system by the deadline designated by the host institution (depending on the institution, it may have its own deadline more than one

month before the application deadline set by JSPS).

## **(2) [Person in charge at the host institution]**

Please approve the application (and confirm the “application list”) on the electronic application system by the deadline of each program and submit (send) the form to JSPS. Any submission (transmission) that has passed the deadline will not be accepted. Please submit (send) the application well in advance of the deadline.

Please also submit the following two types of documents **in paper** before the deadline.

List of applications (Notice of Acceptance included)

List of applicants

\* If the above documents are not submitted before the deadline, we will not accept the application even when you have completed the procedures on the electronic application system. Please use the delivery service for submission, such as registered mail so that the host institution can confirm the delivery of the documents to JSPS as any delivery delays or lost are not taken into consideration in principle. Also, we will not respond to your inquiry concerning the delivery.

While it is not necessary to submit an application form in paper for the FY2018 call onwards, please note that the submission of the “List of applications (Notice of Acceptance included)” and “List of applicants” (in paper) by the host institution are required.

## **6. Selection process**

Screening is carried out by JSPS’s selection committee through both document and panel reviews.

As the screening of the applicant’s (host researcher’s) application will be carried out based on the screening category that s/he chooses, be sure to select the appropriate “Document Review Section” and “Panel Review Section” in accordance with the Review Section Table.

Please refer to JSPS’s website for more details on the selection process.

## **7. Notification of selection results**

- Acceptance documents will be sent to the successful candidates.
- The names of the awardees, host researchers and institutions as well as their research themes will be posted on JSPS’s website.
- Unsuccessful candidates are not directly notified of their selection results. However, applicants (host researchers) of Postdoctoral Fellowship Standard [P] can see their approximate ranking among all the applications through the JSPS Electronic Application System.

### **【Notification procedure】**

Non-selected A (upper tier)

Non-selected B (middle tier)

Non-selected C (lower tier)

- **Individual requests for selection results are not accepted.**

<b>OBLIGATION OF THE FELLOW AND HOST RESEARCHER (INCLUDING MEASURES AGAINST MISCONDUCT AND MISUSE OF FUNDS)</b>
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The host researchers, fellows and host institutions should bear the following ten points in mind when applying for the program, and should observe them if selected for a fellowship. After selection, they will be expected to observe the regulations and procedures stipulated in the Program Guidelines for the JSPS International Fellowship Program. If either the fellow or host researcher should fail to do so, the fellowship may be withdrawn, allowances (including airfares) stopped, and already-paid allowances (including research grants) reclaimed.

- (1) So as to allow the smooth progress of the fellow's research in Japan, before submitting an application, the host researcher shall fully inform the candidate of conditions at the host laboratory, including his/her status under the fellowship, and will ascertain the candidate's acknowledgement to accept those conditions.
- (2) The host researcher will, in cooperation with the administration office of the host institution, provide a suitable arrangement for the fellow to pursue his/her joint research and other research activities. The host will also assist the fellow, when needed, with immigration processing (including applying for a "certificate of eligibility"), securing domicile and other matters related to his/her stay in Japan.
- (3) During fellowship tenures, the host researcher is advised not to commit such acts of discrimination or abuse with regard to his/her fellow, and should be particularly careful of what s/he says or does cannot be interpreted as committing such acts.
- (4) During their tenures, fellows shall not, either in or outside the host institution, infringe in any way on the human rights of others, including racial or gender discrimination or other forms of abuse.
- (5) As a rule, fellows shall stay in Japan continuously during the tenure of their fellowships and concentrate on their research at the host institution. Fellow may not engage in other work, neither paid nor unpaid, during their tenures. Postdoctoral fellows may, however, suspend their fellowships for the purpose of childbearing or infant nursing. Fellows may not receive any remuneration for their research activities carried out under the JSPS Fellowship Program for Research in Japan.
- (6) The host researchers and fellows shall follow the rules established by the host institution and JSPS prohibiting acts of research misconduct, e.g., fabricating or falsifying research results.
- (7) The fellow and host researcher must submit a research report using separately prescribed format.
- (8) When presenting or publishing the content or results of research conducted under the fellowship, the JSPS fellowship should be acknowledged.
- (9) The host institution shall inform both the host researcher and the fellow of the rules that it and JSPS have established to prevent research misconduct and misuse of research funds and of the penalties for violations.
- (10) The host institution shall take first responsibility for the fellow's actions, so must be proactive in preventing any discrimination, misconduct or misuse on the part of the fellow during his/her tenure. If any such problems should occur, the host institution will endeavor to resolve them.

## Postdoctoral Fellowship (Standard) [P]

### 1. PURPOSE

To provide opportunities for young and excellent postdoctoral researchers from other countries to conduct, under the guidance of their hosts, cooperative research with leading research groups in universities and other Japanese institutions. The program allows such researchers to advance their own research while contributing to the progress of research in Japan and the counterpart countries.

### 2. DURATION OF FELLOWSHIPS

12 to 24 months

### 3. APPLICATION DEADLINES and NUMBER OF FELLOWSHIP AWARDED

Application deadlines for host institutions to JSPS are as follows. **Each host institution may have its own application deadline more than one month before the deadline set by JSPS.** Applicants should check with the staff of host institution in advance.

Recruitment	Application periods ( <u>from host institution to JSPS</u> )	Period that selection results will be published	Periods for arrival in Japan	Number of fellowship awarded
1 <sup>st</sup>	September 3-7, 2018 (by 5 p.m. (JST))	late December 2018	April 1, 2019 –September 30, 2019	120
2 <sup>nd</sup>	April 22-26, 2019 (by 5 p.m. (JST))	middle of August 2019	September 1, 2019– November 30, 2019	120

### 4. APPLICANT ELIGIBILITY

The applicant (host researcher) must, in principle, be a researcher who is employed full-time at a university or research institution as specified in Article 2\* of the Procedure for the Handling of Grants-in-Aid for Scientific Research (*Kakenhi*), issued by the Ministry of Education, Culture, Sports, Science and Technology (MEXT). However, there are cases when a researcher not employed in a full time position may be eligible. Such persons must be eligible to apply for a KAKENHI grant-in-aid and his/her affiliated institution must judge them able to implement the project and to provide an appropriate research environment (e.g., laboratory, equipment, personnel) for it.

Each host researcher can submit up to three applications. If more than one overseas researchers apply as candidates for the fellowship at the same time, priorities should be given to them.

\*Eligible host institutions specified under the above MEXT Procedure are as follows:

- 1) Universities and inter-university research institutes
- 2) MEXT-affiliated institutions engaged in research
- 3) Colleges of technology
- 4) Institutions designated by the Minister of MEXT

### 5. FELLOW ELIGIBILITY

1. Be a citizen of a country that has diplomatic relations with Japan. (JSPS treats Taiwanese and Palestinian researchers in this manner.)
2. Hold a doctorate degree when the Fellowship goes into effect, which must have been received on or after April 2, 2013, or be scheduled to receive a doctorate degree before the Fellowship goes into effect.

Note 1: Those who have previously been awarded a fellowship under the JSPS Postdoctoral Fellowship for Research in Japan ([P] and [Pathway to University positions in Japan]) are not eligible.

Note 2: Persons who are Japanese citizen and foreigners who are permitted permanent residence in Japan are not eligible.

Note 3: A person who was selected as a fellow needs to submit an original copy of the doctor's degree certificate or a copy of the degree by the commencement date (Not required when submitting the application).

## 6. TERMS OF AWARD

(1) Airfare A round-trip air ticket (based on JSPS's regulations)

(2) Maintenance Allowance ¥362,000 per month

(3) Miscellaneous A settling-in allowance of ¥200,000, Overseas travel insurance, etc.

[Note] For the fellow who has been living in Japan (and has a mailing address) before the fellowship starting date, the "traveling expense" of outbound flight and a "settle-in allowance" will not be paid.

A Grant-in-Aid for Scientific Research (Grant-in-Aid for JSPS Research Fellow) is available to cover cooperative research-related expenses. Application for these grants is made by the host researcher through his/her institution.

## 7. APPLICATION PROCEDURE FOR PROGRAM

The applicant (host researcher) and the host institution need to implement the following procedures (1) and (2) respectively when they apply.

### (1) Procedure of the applicant (host researcher)

- 1) Obtain the following form and letter from an overseas researcher (a candidate for the fellowship to be invited).

**a** **FY 2019** JSPS International Fellowship for Research in Japan: APPLICATION FORM FOR JSPS POSTDOCTORAL FELLOWSHIP FOR RESEARCH IN JAPAN(STANDARD)(FORM2)

【In Word or PDF file. 】

The format can be downloaded from <https://www.jsps.go.jp/j-ippa/boshu.html>

**b** Letter of Recommendation written and signed by the candidate's doctoral supervisor, etc. (One-page letter. The writer of the letter should be a person other than the host researcher.)

【In Word or PDF file】

- 2) Log in to the electronic application system (for international exchange projects) and complete the application procedure on the system (enter Form 1 on the electronic application screen and upload the above **a** and **b** by the application deadline specified by each host institution. Submit (send) it to the host institution.

### (2) Procedure of the host institution

- 1) Confirm the information given in the application that was submitted (sent) by the applicant (host researcher) on the electronic application system. If there is no problem in the contents, approve (confirm the "application list") and submit (send) the application form to JSPS before the deadline.
- 2) Obtain the format of the following two lists from the electronic application system and create them.
  - c** List of applications (Notice of Acceptance included)
  - d** List of applicants
- 3) Stamp with the seal of the head of institution on **c** and mail it with **d** to JSPS before the deadline.

## 8. THE SCREENING CRITERIA

1. Collaboration by the applicant (host researcher) and candidate (foreign researcher) will contribute to advancing

science in Japan and counterpart country.

2. Collaboration by the applicant and candidate must be expected to advance the subject research.
3. The applicant and candidate must have established contact in advance and created a concrete research plan.
4. The applicant's institution must establish a suitable place for the candidate to work and stay.
5. As much as possible, unbalance should avoided in the selectees' nationalities, host institutions, areas of specialization. Care should be taken to allow people from a wide diversity of countries to come to Japan.
6. That not only the score of the document review but also the examiners' reasons and comments are to be given adequate consideration.
7. That two selection judgements be made: (1) Selected and (2) Not-selected.



## Postdoctoral Fellowship (Short-term) [PE]

### 1. PURPOSE

To provide opportunities for pre-/post-doctoral researchers from the US, Canada and Europe (\*) to conduct, under the guidance of their hosts, cooperative research with leading research groups in universities and other Japanese institutions. A person who has never engaged in research at universities etc. in Japan would be most preferable.

In so doing, the program is designed to help advance the research of the visiting fellows, while expanding opportunities for young researchers to come to Japan from the US, Canada and Europe.

\*Eligible countries are the US, Canada, European Union countries (as of 1 April 2018), Switzerland, Norway and Russia.

### 2. DURATION OF FELLOWSHIPS

1 to 12 months

### 3. APPLICATION DEADLINES and NUMBER OF FELLOWSHIP AWARDED

Application deadlines for host institutions to JSPS are as follows. **Each host institution may have its own application deadline more than one month before the deadline set by JSPS.** Applicants should check with the staff of host institution in advance.

Recruitment	Application periods (from host institution to JSPS)	Period that selection results will be published	Periods for arrival in Japan	Number of fellowship awarded
1st	October 1-5, 2018 (by 5 p.m. (JST))	middle of January 2019	April 1, 2019 –March 31, 2020	15
2nd	January 4-11, 2019 (by 5 p.m. (JST))	middle of April 2019	July 1, 2019 –March 31, 2020	15
3rd	April 1-5, 2019 (by 5 p.m. (JST))	middle of July 2019	October 1, 2019 – March 31, 2020	15
4th	June 3-7, 2019 (by 5 p.m. (JST))	middle of October 2019	January 1, 2020 –March 31, 2020	15

### 4. APPLICANT ELIGIBILITY

The applicant (host researcher) must, in principle, be a researcher who is employed full-time at a university or research institution as specified in Article 2\* of the Procedure for the Handling of Grants-in-Aid for Scientific Research (*Kakenhi*), issued by the Ministry of Education, Culture, Sports, Science and Technology (MEXT). However, there are cases when a researcher not employed in a full time position may be eligible. Such persons must be eligible to apply for a KAKENHI grant-in-aid and his/her affiliated institution must judge them able to implement the project and to provide an appropriate research environment (e.g., laboratory, equipment, personnel) for it.

Each host researcher can submit up to three applications. If more than one overseas researchers apply as candidates for the fellowship, priorities should be given to them.

\*Eligible host institutions specified under the above MEXT Procedure are as follows:

- 1) Universities and inter-university research institutes
- 2) MEXT-affiliated institutions engaged in research
- 3) Colleges of technology
- 4) Institutions designated by the Minister of MEXT

### 5. FELLOW ELIGIBILITY

1. Be a citizen or permanent resident of an eligible country stipulated in the above 1\*. Also eligible are persons who have earned a master's or higher degree and continuously thereafter been engaged in research for a period of at least three years at a university or research institution in an eligible country. Such persons must be from a country that has diplomatic relations with Japan or from Taiwan or Palestine, have conducted research continuously for three or more years before the time their application was submitted, and must possess an excellent research record.

2. Candidates must have obtained their doctoral degree at a university outside Japan within six years of the date the fellowship goes into effect (on or after 2 April 2013), or must be currently enrolled in a doctoral course at a university outside Japan, and scheduled to receive a Ph.D. within two years from the time that their research starts in Japan.

Note 1: Those who have previously been awarded a fellowship under the JSPS Postdoctoral Fellowship for Research in Japan ([P] , [PE] and [Pathway to University positions in japan]) are not eligible. This Short-term Fellowship is only awarded once per researcher.

Note 2: Those who have resident cards with mailing addresses in Japan during the period of call for application set by JSPS are not eligible.

Note 3: A Japanese citizen who is also a permanent resident of the country stipulated in the above 1\* is not eligible.

Note 4: A person who was selected as a fellow needs to submit an original copy of the doctor's degree certificate or a copy of the degree (if the fellow has not obtained the degree, the original copy of prospect certificate for the doctoral degree is necessary) by the commencement date (Not required when submitting the application).

## 6. TERMS OF AWARD

(1) Airfare A round-trip air ticket (based on JSPS's regulations)

(2) Maintenance Allowance (a) For PhD holders: ¥362,000 per month

(b) For non-PhD holders at the time research starts in Japan: ¥200,000 per month

(3) Miscellaneous A settling-in allowance of ¥200,000 (only applicable for Fellows with 3 or more months of tenure), Overseas travel insurance, etc.

[Note] For the fellow who has been living in Japan (and has a mailing address) before the fellowship starting date, the "traveling expense" of outbound flight and a "settle-in allowance" will not be paid.

A research support allowance is available to cover cooperative research-related expenses. Application is made by the host researcher through his/her institution.

## 7. APPLICATION PROCEDURE FOR PROGRAM

The applicant (host researcher) and the host institution need to implement the following procedures (1) and (2) respectively when they apply.

### (1) Procedure of the applicant (host researcher)

1) Obtain the following form and letter from an overseas researcher (a candidate for the fellowship to be invited).

**a FY 2019** JSPS International Fellowship for Research in Japan: APPLICATION FORM FOR JSPS POSTDOCTORAL FELLOWSHIP FOR RESEARCH IN JAPAN(SHORT-TERM)(FORM2)

[In Word or PDF file]

The format can be downloaded from <https://www.jsps.go.jp/j-ippan/boshu.html>

**b** Letter of Recommendation signed by the candidate's doctoral supervisor, etc. (One-page letter. The writer of the letter should be a person other than the host researcher.)

[In Word or PDF file]

- 2) Log in to the electronic application system (for international exchange projects) and complete the application procedure on the system (enter Form 1 on the electronic application screen and upload the above **a** and **b** by the application deadline specified by each host institution. Submit (send) it to the host institution.

**(2) Procedure of the host institution**

- 1) Confirm the information in the application submitted (sent) by the applicant (host researcher) on the electronic application system. If there is no problem in the contents, approve (confirm the “application list”) and submit (send) the application form to JSPS before the deadline.
- 2) Obtain the format of the following two lists from the electronic application system and create them.
  - c** List of applications (Notice of Acceptance included)
  - d** List of applicants
- 3) Stamp with the seal of the head of institution on **c** and mail it with **d** to JSPS before the deadline.

**8. THE SCREENING CRITERIA**

1. That the implementation of the fellowship contributes to promoting exchange between Japan and countries of North America and Europe.
2. That the fellowship helps to advance both the candidate’s and the host’s research work.
3. That the host and candidate have established close communication and devised a concrete research plan.
4. That host institution has adequately prepared a system for receiving the candidate.
5. That in the research plan, consideration is given to honing the research skills of pre-doctoral candidates.
6. That, as much as possible, preference is not be given to host institution or field of specialization in making selections.
7. That not only the score of the document review but also the examiners’ reasons and comments are to be given adequate consideration.
8. That two selection judgements be made: (1) Selected and (2) Not-selected.

## Invitational Fellowship (Long-term) [L]

### 1. PURPOSE

To invite overseas researchers with excellent records of research achievements to collaborate with Japanese colleagues in carrying out research through long-term visits.

### 2. DURATION OF FELLOWSHIPS

2 to 10 months

### 3. APPLICATION DEADLINES and NUMBER OF FELLOWSHIP AWARDED

Application deadlines for host institutions to JSPS are as follows. **Each host institution may have its own application deadline more than one month before the deadline set by JSPS.** Applicants should check with the staff of host institution in advance.

Application periods ( <u>from host institution to JSPS</u> )	Period that selection results will be published	Periods for arrival in Japan	Number of fellowship awarded
September 3-7, 2018 (by 5 p.m. (JST))	late of December 2018	April 1, 2019–March 31, 2020	60

### 4. APPLICANT ELIGIBILITY

The applicant (host researcher) must, in principle, be a researcher who is employed full-time at a university or research institution as specified in Article 2\* of the Procedure for the Handling of Grants-in-Aid for Scientific Research (*Kakenhi*), issued by the Ministry of Education, Culture, Sports, Science and Technology (MEXT). However, there are cases when a researcher not employed in a full time position may be eligible. Such persons must be eligible to apply for a KAKENHI grant-in-aid and his/her affiliated institution must judge them able to implement the project and to provide an appropriate research environment (e.g., laboratory, equipment, personnel) for it.

\*Eligible host institutions specified under the above MEXT Procedure are as follows:

- 1) Universities and inter-university research institutes
- 2) MEXT-affiliated institutions engaged in research
- 3) Colleges of technology
- 4) Institutions designated by the Minister of MEXT

### 5. FELLOW ELIGIBILITY

Researchers who hold a full-time position in an overseas research institution and satisfy the following requirements:

1. Be a citizen or a permanent resident of a country that has diplomatic relations with Japan (JSPS treats Taiwanese and Palestinian researchers in this manner). To be eligible, researchers of Japanese nationality residing overseas must have lived in the other country for at least 10 years and been actively engaged in research in that country throughout the period.
2. Overseas researchers in a position equivalent to a university professor, associate professor or assistant professor in Japan as of 1 April 2019.
3. Overseas researchers who do not have above-mentioned careers but received their doctorate degree prior to six years or more as of 1 April 2019 and are continuing to do research in a university or non-profit research institution.

### 6. TERMS OF AWARD

- (1) Airfare A round-trip air ticket (economy-class) (based on JSPS's regulations)

- (2) Maintenance Allowance      ¥387,600 per month
- (3) Miscellaneous      Overseas travel insurance, a research support allowance is available to cover cooperative research-related expenses. Application is made by the host researcher through his/her institution.

## **7. PROCEDURE OF APPLICATION**

The applicant (host researcher) and the host institution need to implement the following procedures (1) and (2) respectively when they apply.

### **(1) Procedure of applicant (host researcher)**

- 1) Create APPLICATION FORM FOR JSPS INVITATIONAL FELLOWSHIP FOR RESEARCH IN JAPAN (Long-term) FORM2.【In Word or PDF file】

The format can be downloaded from <https://www.jsps.go.jp/j-ippa/boshu.html>

- 2) Log in to the electronic application system (for international exchange projects) and complete the application procedure on the system (enter Form 1 on the electronic application screen and upload the above FORM2) by the application deadline specified by each host institution. Submit (send) it to the host institution.

### **(2) Procedure of the host institution**

- 1) Confirm the information given in the application that was submitted (sent) by the applicant (host researcher) on the electronic application system. If there is no problem in the contents, approve (confirm the “application list”) and submit (send) the application form to JSPS before the deadline.
- 2) Obtain the format of the following two lists from the electronic application system and create them.  
List of applications (Notice of Acceptance included)  
List of applicants
- 3) Stamp with the seal of the head of institution on List of applications (Notice of Acceptance included) and mail it with List of applicants to JSPS before the deadline.

## **8. THE SCREENING CRITERIA**

1. That the collaboration will contribute to advancing science in Japan and the counterpart country.
2. That the collaboration can be expected to advance research in the subject field. Evaluation should place emphasis on researchers invited from other countries.
3. That the applicant (host researcher) and candidate have established contact in advance and created a concrete research plan.
4. That the host institution has adequately prepared a system for receiving the candidate.
5. That the plan can be carried out within the period of the candidate’s fellowship tenure.
6. That the plan has as its objective joint research or other collaborative activities between the researcher(s) in Japan and overseas researcher(s).
7. That, as much as possible, unbalance should be avoided in the selectees’ nationalities, host institutions and areas of specialization.
8. That not only the score of the document review but also the examiners’ reasons and comments are to be given adequate consideration.
9. That the number of selectees with Japanese nationality be no more than about 3% of all the selectees under one recruitment for an application period.
10. That two selection judgements be made: (1) Selected and (2) Not-selected.



## Invitational Fellowship (Short-term) [S]

### 1. PURPOSE

To invite overseas researchers with excellent records of research achievements for short-term visits to Japan and provide them opportunities for discussions, opinion exchanges, lectures and other activities.

### 2. DURATION OF FELLOWSHIPS

14 to 60 days

### 3. APPLICATION DEADLINES and NUMBER OF FELLOWSHIP AWARDED

Application deadlines for host institutions to JSPS are as follows. **Each host institution may have its own application deadline more than one month before the deadline set by JSPS.** Applicants should check with the staff of host institution in advance.

Recruitment	Application periods (from host institution to JSPS)	Period that selection results will be published	Periods for arrival in Japan	Number of fellowship awarded
1 <sup>st</sup>	September 3-7, 2018 (by 5 p.m. (JST))	late of December 2018	April 1, 2019 –March 31, 2020	100
2 <sup>nd</sup>	April 22– 26, 2019 (by 5 p.m. (JST))	middle of August 2019	October 1, 2019– March 31, 2020	80

### 4. APPLICANT ELIGIBILITY

The applicant (host researcher) must, in principle, be a researcher who is employed full-time at a university or research institution as specified in Article 2\* of the Procedure for the Handling of Grants-in-Aid for Scientific Research (*Kakenhi*), issued by the Ministry of Education, Culture, Sports, Science and Technology (MEXT). However, there are cases when a researcher not employed in a full time position may be eligible. Such persons must be eligible to apply for a KAKENHI grant-in-aid and his/her affiliated institution must judge them able to implement the project and to provide an appropriate research environment (e.g., laboratory, equipment, personnel) for it.

\*Eligible host institutions specified under the above MEXT Procedure are as follows:

- 1) Universities and inter-university research institutes
- 2) MEXT-affiliated institutions engaged in research
- 3) Colleges of technology
- 4) Institutions designated by the Minister of MEXT

### 5. FELLOW ELIGIBILITY

Researchers who hold a full-time position in an overseas research institution and satisfy the following requirements:

1. Be a citizen or a permanent resident of a country that has diplomatic relations with Japan (JSPS treats Taiwanese and Palestinian researchers in this manner). To be eligible, researchers of Japanese nationality residing overseas must have lived in the other country for at least 10 years and been actively engaged in research in that country throughout the period.
2. Overseas researchers in a position equivalent to a university professor or associate professor in Japan as of 1 April 2019.

### 6. TERMS OF AWARD

- (1) Airfare A round-trip air ticket (economy-class) (based on JSPS's regulations)

- (2) Maintenance Allowance      ¥18,000 per day
- (3) Miscellaneous      Overseas travel insurance, a research support allowance is available to cover cooperative research-related expenses. Application is made by the host researcher through his/her institution.

## **7. PROCEDURE OF APPLICATION**

The applicant (host researcher) and the host institution need to implement the following procedures (1) and (2) respectively when they apply.

### **(1) Procedure of applicant (host researcher)**

Log in to the electronic application system (for international exchange projects) and complete the application procedure on the system (enter Form1) by the application deadline specified by each host institution. Submit (send) it to the host institution.

### **(2) Procedure of the host institution**

- 1) Confirm the information in the application submitted (sent) by the applicant (host researcher) on the electronic application system. If there is no problem in the contents, approve (confirm the “application list”) and submit (send) the application form to JSPS before the deadline.
- 2) Obtain the format of the following two lists from the electronic application system and create them.  
List of applications (Notice of Acceptance included)  
List of applicants
- 3) Stamp with the seal of the head of institution on List of applications (Notice of Acceptance included) and mail it with List of applicants to JSPS before the deadline.

## **8. THE SCREENING CRITERIA**

1. That the collaboration will contribute to advancing science in Japan and the counterpart country.
2. That the collaboration can be expected to advance research in the subject field. Evaluation should place emphasis on researchers invited from other countries.
3. That the applicant (host researcher) and candidate have established contact in advance and created a concrete activity plan.
4. That the host institution has adequately prepared a system for receiving the candidate.
5. That the plan can be carried out within the period of the candidate's fellowship tenure.
6. That the plan has as its objective lectures, discussions or other exchange activities held not only in the host institution but also in some other institutions. That the plan also includes instructive opportunities to foster young researchers.
7. That, as much as possible, unbalance should avoided in the selectees' nationalities, host institutions and areas of specialization.
8. That not only the score of the document review but also the examiners' reasons and comments are to be given adequate consideration.
9. That the number of selectees with Japanese nationality be no more than about 3% of all the selectees under one recruitment for an application period.
10. That two selection judgements be made: (1) Selected and (2) Not-selected.



## Invitational Fellowship (Short-term S) [E]

### 1. PURPOSE

To invite overseas researchers with distinguished records of research achievements to Japan for purposes corresponding to those records, and to provide them opportunities to offer advice and cooperate in research activities throughout the host institution and also to give lectures or conduct other activities at other Japanese research institutions.

### 2. DURATION OF FELLOWSHIPS

7 to 30 days

### 3. APPLICATION DEADLINES and NUMBER OF FELLOWSHIP AWARDED

Application deadlines for host institutions to JSPS are as follows. **Each host institution may have its own application deadline more than one month before the deadline set by JSPS.** Applicants should check with the staff of host institution in advance.

Recruitment	Application periods ( <u>from host institution to JSPS</u> )	Period that selection results will be published	Periods for arrival in Japan	Number of fellowship awarded
1 <sup>st</sup>	September 3-7, 2018 (by 5 p.m. (JST))	late of December 2018	April 1, 2019 –March 31, 2020	A few
2 <sup>nd</sup>	April 22– 26, 2019 (by 5 p.m. (JST))	middle of August 2019	October 1, 2019– March 31, 2020	A few

### 4. APPLICANT ELIGIBILITY

The applicant (host researcher) must, in principle, be a researcher who is employed full-time at a university or research institution as specified in Article 2\* of the Procedure for the Handling of Grants-in-Aid for Scientific Research (*Kakenhi*), issued by the Ministry of Education, Culture, Sports, Science and Technology (MEXT). However, there are cases when a researcher not employed in a full time position may be eligible. Such persons must be eligible to apply for a KAKENHI grant-in-aid and his/her affiliated institution must judge them able to implement the project and to provide an appropriate research environment (e.g., laboratory, equipment, personnel) for it.

\*Eligible host institutions specified under the above MEXT Procedure are as follows:

- 1) Universities and inter-university research institutes
- 2) MEXT-affiliated institutions engaged in research
- 3) Colleges of technology
- 4) Institutions designated by the Minister of MEXT

### 5. FELLOW ELIGIBILITY

1. Be a citizen or a permanent resident of a country that has diplomatic relations with Japan (JSPS treats Taiwanese and Palestinian researchers in this manner). To be eligible, researchers of Japanese nationality residing overseas must have lived in the other country for at least 10 years and been actively engaged in research in that country throughout the period.
2. Overseas researchers who are Nobel laureates or recipients of similarly high-level international prizes with exceptionally outstanding records of research achievements and who currently occupy a leading position in their subject field.

### 6. TERMS OF AWARD

- (1) Airfare A round-trip air ticket (business-class) (based on JSPS's regulations)

- (2) Maintenance Allowance      ¥42,000 per day
- (3) Miscellaneous      Overseas travel insurance, a research support allowance is available to cover cooperative research-related expenses. Application is made by the host researcher through his/her institution.

## **7. PROCEDURE OF APPLICATION**

The applicant (host researcher) and the host institution need to implement the following procedures (1) and (2) respectively when they apply.

### **(1) Procedure of applicant (host researcher)**

- 1) Create APPLICATION FORM FOR JSPS INVITATIONAL FELLOWSHIP FOR RESEARCH IN JAPAN (Short-term S) FORM2.  
【 In Word or PDF file.】  
The format can be downloaded from <https://www.jsps.go.jp/j-ippan/boshu.html>
- 2) Log in to the electronic application system (for international exchange projects) and complete the application procedure on the system (enter Form 1 on the electronic application screen and upload the above FORM2) by the application deadline specified by each host institution. Submit (send) it to the host institution.

### **(2) Procedure of the host institution**

- 1) Obtain the format of the following two lists from the electronic application system and create them.  
List of applications (Notice of Acceptance included)  
List of applicants
- 2) Stamp with the seal of the head of institution on List of applications (Notice of Acceptance included) and mail it with List of applicants to JSPS before the deadline.

## **8. THE SCREENING CRITERIA**

1. That the collaboration will contribute to advancing science in Japan and the counterpart country.
2. That the collaboration can be expected to advance research in the subject field. Evaluation should place emphasis on researchers invited from other countries.
3. That the applicant (host researcher) and candidate have established contact in advance and created a concrete activity plan.
4. That the plan can be carried out within the period of the candidate's fellowship tenure.
5. That the plan has as its objective lectures, discussions or other exchange activities held not only in the host institution but also in some other institutions. That the plan also includes instructive opportunities to foster young researchers.
6. That the candidate is a Nobel laureate or of an equivalent level, possesses an exceptionally outstanding record of research achievements, and is currently a leader in his/her subject field.
7. That the candidate's visit will contribute to raising the standard of research in the host institution and elevating Japan's overall international scientific appraisal.
8. That the host institution will provide an environment for the candidate to smoothly guide research activities, widely participate in joint research, and carry out other exchange activities. Other research institutions that s/he will visit are also to take sufficient steps to accommodate the visit.
9. That, as much as possible, unbalance should be avoided in the selectees' nationalities, host institutions and areas of specialization.
10. That not only the score of the document review but also the examiners' reasons and comments are to be given adequate consideration.
11. That two selection judgements be made: (1) Selected and (2) Not-selected.

## Other Relevant Issues

### 1. Inquiries

Overseas Fellowship Division, International Program Department, JSPS

Postdoctoral Fellowship (Standard)

TEL: +81-3-3263-3444 FAX: +81-3-3263-1854 Mail: [postdoc-standard@jpsps.go.jp](mailto:postdoc-standard@jpsps.go.jp)

Postdoctoral Fellowship (Short-term)

TEL: +81-3-3263-3810 FAX: +81-3-3263-1854 Mail: [postdoc-short@jpsps.go.jp](mailto:postdoc-short@jpsps.go.jp)

Invitational Fellowship (Long-term, Short-term, Short-term S)

TEL: +81-3-3263-2480 FAX: +81-3-3263-1854 Mail: [invitation@jpsps.go.jp](mailto:invitation@jpsps.go.jp)

### 2. Cooperation in carrying out site surveys and questionnaires

Site surveys are carried out on host research institutions for the purpose of verifying the program's implementation system and the management, execution and auditing of program funding. Host researchers and Fellows are asked to cooperate in these surveys. Also, questionnaires are carried out for the purpose of improving JSPS programs. Host researchers, Fellows and host institutions will be asked to fill out these questionnaires.

### 3. Promotion of "Open Access" to the research papers supported by JSPS International Fellowships for Research in Japan

JSPS endorses general policy of promotion of open access of publications of research results funded by public grants including KAKENHI. Note that open access is not mandatory if there are justifiable reasons for deferral such as copyright-related issues, or insufficient repository infrastructure at the research institution.

The open access implementation policy of JSPS is given on the following webpage:

URL: [https://www.jpsps.go.jp/data/Open\\_access.pdf](https://www.jpsps.go.jp/data/Open_access.pdf)

#### (1) [Reference 1: What is "Open Access"]

Open access refers to the basic idea that research papers published in peer-reviewed journals should be made freely accessible by anyone.

#### (2) [Reference 2: Different Routes to Open Access]

There are 3 main ways of open access implementation (1) to 3) below)

- 1) A way to make open the access to the article which is published in the conventional subscription fee type academic journal after a certain period (Embargo) (\* 1) (for example 6 months later) by opening the final manuscript to an Institutional Repository (\* 2) established by the research institution to which the author belongs, or by opening the final manuscript to the website etc. established by the researchers (self-archiving) (\* 3).
- 2) A way to make the article open access by posting the article on the Web established by the research community or public institution.
- 3) A way to make the article open access immediately by paying the publication fee (APC: Article Processing Charge) by the author of the article.

#### \*1: "Embargo"

The predetermined period from the time of publication of an article in an academic journal to the time of release so that it can be posted on an online open access archiving system (repository).

\*2: Institutional Repository

An online archiving system created by university or research institution for storage and dissemination of the intellectual products. Institutional repositories play important roles in the reform of academic information distribution by enabling the researchers register their own articles, such as the transmission of research and education achievements of the research institution, PR for both the research institution and the researcher, guaranteeing the accountability of research and education activities towards society, and the long-term conservation of intellectual products.

\*3: Self-archiving

"Self-archiving" refers to online posting of articles published in academic journals, dissertations, or data by those other than the publisher, (the researcher or research institution) generally on their institutional repositories.

#### **4. Registration of the Researcher Information in Researchmap**

"Researchmap" (formerly "Read&Research map" <http://researchmap.jp/>) is, as a general guide to Japanese researchers, Japan's largest researcher information database. Registered information on research results can be openly disseminated over the Internet. As research map is linked to e-Rad and many university faculty databases, it allows registered information to be accessed by other systems. Furthermore, the Japanese Government has planned to utilize further the research map, please register researcher information in research map.

## Regarding the Appropriate Use of Research Funds

Persons who intend to apply for JSPS's international collaboration funding programs should bear in mind the following points.

### 1. Eliminating unjustifiable duplication and over-concentration of competitive funding

Based on the "Guidelines for Proper Execution of Competitive Funds" (September 9, 2005), JSPS takes measures to prevent unjustifiable duplication and over-concentration of research funding.

#### (1) Measures to prevent unjustifiable duplication

If a researcher is receiving or has been selected to receive competitive funding from either the Japanese government or an independent administrative institution for essentially the same research content, his/her application for the JSPS program may be removed from the screening process. If already selected, the selection may be cancelled or the amount of the grant or funding reduced.

Whereas a researcher may apply for competitive funding under another system while in the process of applying for a JSPS program, if selected for the other funding s/he must inform JSPS of such right away. If s/he neglects to do so, the selection decision may be cancelled or other action taken.

#### (2) Measures to prevent over-concentration of competitive funding

A selection decision may be cancelled or other action taken when a researcher who applies or is selected for a JSPS program and who also uses other competitive funds, even for different research content, is judged not to use his/her combined funding in an efficient or effective manner.

Accordingly, if a researcher changes the content of his/her application (such as the status of his/her application/selection under another competitive funding system) after submitting the application to JSPS, s/he must inform JSPS of such right away. If s/he neglects to do so, the selection decision may be cancelled or other action taken.

### 2. Measures against misuse (etc.) of research funds

JSPS Regulation Number 19 (2006), "Measures Against Misconduct in Research Activities and Misuse (etc.) of Research Funds" stipulates measures to assure the proper management and execution of research funds and to prevent their improper use. It also provides disciplinary measures to be taken if a researcher funded under an openly recruited JSPS program related to international collaboration engages in specific acts of research misconduct in his/her research

activities or misuses (etc.) his/her research funds.

※1 Here, “research funding” means all competitive research funds, research-encouragement funds, research consignment funds, and other funds disbursed by JSPS.

※2 “Misuse” includes the use of research funds, either purposefully or due to gross negligence, for purposes other than conducting the approved project or in a way that violates the terms or conditions of their allocation. “Misuse, etc.” includes the improper receipt of research funds based on intended misuse or falsified application filing. (Article 2)

※3 The following measures are taken against “Misuse, etc.” (Article 15)

#### Objects of measures against misuse of research funding

- Researchers and their accomplices who engage in the misuse of funds
- Researchers and their accomplices who received research funding based on a falsified application filing or other improper means
- Researchers who violate their obligation to properly manage their funds, even if they do not directly misuse them.

#### Disciplinary measures

- (1) In addition to cancelling the disbursement of the subject research funds, in the case of already-disbursed funds either part or all of the funds may be recalled.
- (2) Projects in which the disciplined person applies as the principal investigator (coordinator, etc.) will not be selected for funding. Projects in which the person is listed as a co-investigator will not be selected unless his/her name is removed from the application.
- (3) Researchers whom these measures are taken against will not be allocated any research funding for programs under JSPS’s jurisdiction for a period of time. The periods, specified in the table below, start from the fiscal year after the disciplinary action is taken.

JSPS provides information on the details of the disciplinary measures it takes against a researcher via MEXT to the administrators of competitive funding systems at MEXT and independent administrative agencies under its jurisdiction and to other ministries that disburse competitive funds and independent administrative agencies under their jurisdiction. With regard to “specific acts of research misconduct,” restrictions may be placed on application and participation in the competitive funding systems under both MEXT’s and other ministries’ jurisdictions.

In addition, JSPS will not allocate research funds to researchers whose application or participation has been restricted due to “specific acts of research misconduct” or “misuse, etc.” in

the following (1)-(3) cases, during the specified period of the subject disciplinary measures.

(1) Competitive funding disbursed by government ministries and independent administrative agencies.

(2) Research funds, other than (1), to which the Guidelines for Responding to Misconduct in Research (enacted by MEXT on August 26, 2014) and the Guidelines for Managing and Auditing Public Research Funds at Research Institutions (Implementation Criteria) (enacted by MEXT on February 15, 2007 and revised on February 18, 2014) are applicable.

(3) Basic research funding stipulated in the Guidelines for Responding to Misconduct in Research (enacted by MEXT on August 26, 2014).

### **3. Reporting and public disclosure of disciplinary actions**

JSPS is to promptly notify MEXT of disciplinary actions it decides to take for the misuse (etc.) of research funds. As a rule, JSPS is also to make public disclosure of such actions.

Table (Article 16.1-3, Misuse, Etc.)

Objects of discipline	Degree of misuse		Disciplinary period
I. Researchers and accomplices committing misuse	1. Use of funds for own personal profit		10 years
II. Researchers and accomplices committing misuse	2. (Other than 1.)	(1) Large impact on society; level of maliciousness judged large	5 years
		(2) Other than (1) and (3)	2-4 years
		(3) Small impact on society; level of maliciousness judged small	1 year
III. Researchers and accomplices receiving funding based on falsification (etc.)	—		5 years
IV. Researchers violating obligation to properly manage funds, even if not directly misusing them	—		1-2 years depending of degree to which obligation violated

In the following cases, a “stern warning” is given to the offending researcher.

- (1) In Item II: When the societal impact, level of maliciousness, and amount of misused funds are all judged to be small
- (2) In Item IV: When the societal impact and level of maliciousness are judged to be small