**Application for Combined Use of Multiple Grants-in-Aid for Scientific Research**

To: Dean, Division of Research

Date: MM/DD/YYYY

I would like to apply for the combined use of multiple Grants-in-Aid for Scientific Research as follows.

Application representative (person in charge of management):

Affiliation, position, and name

1. Intended use

|  |  |  |  |
| --- | --- | --- | --- |
| Description |  | Total amount |  |
| Reason for requesting a combined application |  |

2. Ratio of burden

Ratio of burden (Please put a checkmark for either (i) or (ii))

* (i) Equally divided by the number of research projects
* (ii) Proportional distribution based on usage ratio

3. Research project

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Principal Investigator(Affiliation, position, name) | Category | Project No.Grant-in-Aid/Fund | Usage ratio (for cases of (ii) only) | Amount |
| Entry example | Professor, College of ○○.Taro Ritsumei Seal | Scientific research△ | 19K12345(Grant-in-Aid / Fund) | 30 % | 630,000 | yen |
| 1 | Seal |  | 　(Grant-in-Aid / Fund) | % |  | yen |
| 2 | Seal |  | 　(Grant-in-Aid / Fund) | % |  | yen |
| 3 | Seal |  | 　(Grant-in-Aid / Fund) | % |  | yen |
|  | Total amount |  | yen |

\*Please read carefully the notes on the back of this page.

|  |  |  |  |
| --- | --- | --- | --- |
| Remarks (Secretariat’s correspondence column) | Approved | Confirmed | Received by person in charge |
|  |  |  |

Please submit this form, along with the forms required for execution, to the person in charge of Grants-in-Aid for Scientific Research (KAKENHI) at the relevant Research Office.

[Notes]

In order to further promote the effective and efficient use of research funds, the restrictions on the combined use of Grants-in-Aid for Scientific Research (KAKENHI) have been relaxed since AY2020, now allowing the direct expenses of multiple KAKENHI research projects to be combined. Please check the following requirements and points to keep in mind to ensure proper execution of research funds.

1. Requirements to allow multiple Grants-in-Aid for Scientific Research (KAKENHI) to be combined

The following requirements must be satisfied, provided that it does not interfere with the implementation of research for each research project for which the combined use is made.

1. When the direct expenses of the Grants-in-Aid are combined, all grantors (Principal Investigators or Co-Investigators) who pay expenses must belong to the same research organization.
2. The research organization shall confirm with each grantor and clarify in writing (this form) the ratio of the amount to be borne by each grantor and the basis, etc. for the ratio before making the combined use.

If a single grantor holds more than one projects, the research funds for those projects can also be combined.

2. Points to keep in mind when combining multiple Grants-in-Aid for Scientific Research (KAKENHI)

* When using the combined amount, it is necessary to be able to provide sufficiently rational explanation for the concept of the ratio of the amount to be borne by each grantor and the basis for such ratio, etc.

Be sure to clearly state the details of the intended use for which the combined use is to be made and the reason for making the combined use (including the reason for determining the usage ratio of the burdened amount if it is to be determined).

* Please be sure to submit this form together with the documents required for the execution of expenses (order/contract request form, business trip instruction approval form, etc.) before the execution. Posterior applications for combined use shall not be accepted.

3. Points to keep in mind when purchasing shared equipment through combined use

The handling of the purchase of shared equipment (equipment to be used jointly for multiple Grants-in-Aid for Scientific Research, etc.) through combined use shall be as per the current manner of handling. Please refer to the Division of Research Form 1-7 (Application for Purchase of Shared Equipment for Multiple Grants-in-Aid for Scientific Research) when applying.

4. Others

As in the past, in the following cases, direct expenses of KAKENHI can be combined with other expenses.

* When the distinction of use from other expenses is apparent

(When the distinction between the business of KAKENHI and other business is apparent in the expenditure of business trip expenses, or when the distinction between the quantities of consumables used for KAKENHI-supported projects is apparent in the purchase of consumables)

* When used for KAKENHI-supported projects in addition to other unrestricted expenses (subsidies for operation, donations, etc.)
* When purchasing shared equipment by adding expenses for other Grants-in-Aid for Scientific Research or the system that allows the purchase of equipment to be used jointly in multiple projects (shared equipment) (see 3. above)