

AY2023 Research Promotion Program for Acquiring Grants-in-Aid for Scientific Research (KAKENHI) - Application Guidelines -

1. Objectives and Attributes of the Research Promotion Program for Acquiring Grants-in-Aid for Scientific Research (KAKENHI)

This program aims to invigorate diverse research activities and enhance the support for research bases as well as to obtain even more competitive funds through application and acquisition of Grants-in-Aid for Scientific Research (hereinafter *KAKENHI*).

2. Details of Application

Subject of the grant	<p>The program provides grants to support those who have applied for Grants-in-Aid for Scientific Research (<i>KAKENHI</i>) as a Principal Investigator, got rejected, but plan to apply for <i>KAKENHI</i> in the next academic year.</p> <p>This call for applications is only applicable to categories of Research Activity Start-up and International Collaborative Research. Please note that other research categories are not eligible.</p>											
Grant categories	<p>Call for applications is based on the following research categories.</p> <table><tr><td>Applied <i>KAKENHI</i> Research Categories</td><td>Amount of Research Funds (A)</td><td>Amount of Research Funds (B)</td></tr><tr><td>Research Activity Start-up</td><td>500,000</td><td>200,000</td></tr><tr><td>International Collaborative Research</td><td>yen</td><td>yen</td></tr></table> <p>Grant Amount (A)</p> <p>The evaluation written in the rejection notification of <i>KAKENHI</i> is A or equivalent.*1</p> <p>Grant Amount (B)</p> <p>The evaluation written in the rejection notification of <i>KAKENHI</i> does not fall in the category for Grant Amount (A).</p>			Applied <i>KAKENHI</i> Research Categories	Amount of Research Funds (A)	Amount of Research Funds (B)	Research Activity Start-up	500,000	200,000	International Collaborative Research	yen	yen
Applied <i>KAKENHI</i> Research Categories	Amount of Research Funds (A)	Amount of Research Funds (B)										
Research Activity Start-up	500,000	200,000										
International Collaborative Research	yen	yen										
Grant period	October 1, 2023 to March 31, 2024											
Eligibility	<p>Those who satisfy all of the following items:</p> <ul style="list-style-type: none">- the faculty members and research staff of the University.*2- the applicants for AY2023 <i>KAKENHI</i> (applied as a Principal Investigator) who have got rejected but are eligible to apply for AY2024 <i>KAKENHI</i> from Ritsumeikan University during the prescribed application period. <p>*Those who have applied for <i>KAKENHI</i> from other research institutions than the University are also eligible for this program.</p>											
Recipient conditions	<ul style="list-style-type: none">- For the International Collaborative Research category, successful applicants must apply from Ritsumeikan University for the AY2024 Grant-in-Aid for International Collaborative Research.- For the Research Activity Start-up category, successful applicants must apply for an AY2024 Grant-in-Aid for Scientific Research (in any category).- Successful applicants must submit a Research Report for the AY2023 Research Promotion Program for Acquiring Grants in-Aid for Scientific Research (<i>KAKENHI</i>) for each project when the grant period ends.											

*1 If the disclosed screening results do not include the ranks, screening for the program shall be conducted based on the average scores, etc. of the evaluation criteria of screening items.

- *2 The eligible faculty members and research staff shall be a Ritsumeikan University Professor, Associate Professor, Lecturer, Ninkisei Kyoin (Professor/Associate Professor/Lecturer/Assistant Professor), Tokubetsu Ninyo Teaching Staff, Tokumei Teaching Staff, Tokunin Assistant Professor, Shonin Assistant Professor, Assistant, Shokutaku Lecturer, Tokubetsu Keiyaku Kyoin (Professor/Associate Professor), Tokubetsu Shohei Kyoin (Professor/Associate Professor), Eminent Research Professor (Professor/Associate Professor), Visiting Research Professor (Professor/Associate Professor), Research Professor (Professor/Associate Professor/Assistant Professor), Affiliate Research Professor (Professor/Associate Professor/Assistant Professor), Research Staff (Senior Researcher, Researcher, Shonin Researcher, Assistant Researcher), or Project Member (JSPS Research Fellow).

3. Screening Procedure

(1) Screening Committee

- 1) Screening Committee on the Advanced Research Programs will screen based on the screening criteria and decide the selections.
- 2) Adoption results will be reported to the Committee on Research Administration.

(2) Screening Criteria

The screening will be conducted based on the “Disclosure of the Screening Results” of AY2023 *KAKENHI*.

4. Points to Note

- (1) If you become unable to apply for AY2024 *KAKENHI*, you must contact the Research Office and the budget execution will be terminated thereafter. In case you do not apply without due reasons, you may be asked to return the executed research funds.
- (2) If you get additional acceptance for *KAKENHI* after the application period of the Research Promotion Program for Acquiring *KAKENHI*, the budget execution will be terminated from the following day of receiving the additional acceptance for *KAKENHI*.
- (3) If an applicant turns out to be ineligible after the application forms are received, the submitted forms may be returned without screening.
- (4) Because the recipient eligibilities or contents of the Research Promotion Program for Acquiring *KAKENHI* are subject to change from the next academic year (AY2024), you might not be eligible to apply for the grant even if you apply for AY2024 *KAKENHI*.

5. Filling Out the Application Forms

(1) Use of research funds

- 1) The expenses to be covered by the grant are those necessary to pursue the research plan and to compile the research achievements such as travel expenses (overseas, domestic), book and material expenses, facility and equipment expenses, remuneration for part-timers, consumables expenses, printing and binding expenses.
- 2) Use of research funds outside of the purport of the program such as educational purposes is not permitted.

6. Notification of the Screening Results

Screening results will be notified to the applicants by email in late October 2023. At the same time, the adopted projects will be posted on the University website.

7. Application Documents and the Personal Information Handling Policy

- (1) Application forms and other submitted documents will be used for screening purposes only. These documents will not be returned.
- (2) Personal information obtained from the submitted documents will not be used for any purpose other than

screening.

8. Application Procedure

Application shall be made via the web using the prescribed forms.

To apply, print out all the screens of “Disclosure of the Screening Results” of AY2023 *KAKENHI* in PDF, etc., and attach it to the application form.

*If the “Disclosure of the Screening Results” cannot be printed directly, take a screenshot, paste it on a document in Word, etc., and print it out.

*Print and attach not only Item 1 but also Item 2 and thereafter on the “Disclosure of the Screening Results” screen.

Registration for application

: <https://sdb.ritsumei.ac.jp/hibiki/BRDDocument.do?func=insert&binderId=12518>

(in Japanese/English)

Application period

: Between Wednesday, September 27 and Wednesday, October 11, 2023

Applications will be accepted at any time during the period above.

*Application is completed when you click the “業務開始(提出)/Submit” button on the web and see the status “申請済(Applied).” In addition, researchers will receive a “received” email when the relevant Research Office has verified the application contents.

*In case you cannot access the application webpage, please first confirm your RAINBOW ID and contact us below.

Contacts:

Campus	Office/Persons in Charge
Suzaku	Research Office at Kinugasa Campus Matsushita (Ms.), Sakane(Ms.) 1st floor of Shugakukan Hall
Kinugasa	Ritsumeikan University Kinugasa Campus 56-1 Toji-in Kitamachi, Kita-ku, Kyoto 603-8577 JAPAN 075-465-8233/Extension : 511-2407 E-mail : k-seido@st.ritsumei.ac.jp
Biwako-Kusatsu (BKC)	BKC Research Office at Biwako-Kusatsu Campus Ritsumeikan University Biwako-Kusatsu Campus (BKC) 1-1-1 Noji-higashi, Kusatsu, Shiga 525-8577 JAPAN <<Natural Sciences>> Nishikawa (Mr.),Hori (Ms.) 3rd floor of Research Center for Disaster Mitigation System 077-561-3488/Extension : 515-6522, 515-6521 E-mail : b-kodoka@st.ritsumei.ac.jp <<Social Sciences>> Nishikawa (Mr.), Tanaka (Ms.) 5th floor of Across Wing 077-561-3945/Extension : 515-6522, 515-2501 E-mail : across@st.ritsumei.ac.jp
Osaka Ibaraki (OIC)	Research Office at Osaka Ibaraki Campus 8th floor of Building A

	Ritsumeikan University Osaka Ibaraki Campus (OIC) 2-150 Iwakura-cho, Ibaraki, Osaka 567-8570 JAPAN Application: Kudo (Ms.), Kitamura (Ms.) 072-665-2570/Extension : 513-3508, 513-3502 Execution: Furukubo (Ms.), Sato (Ms.) 072-665-2570/Extension: 513-3507, 513-2997 E-mail : oicro-k@st.ritsumei.ac.jp
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9. Report Submission

After disclosure of the screening results, submit via the web based on the prescribed form.

Request for Information Registration in the Researcher's Database (*kenkyusya-DB*)

The Researcher's Database (*kenkyusya-DB*) aims to disclose research achievements and researchers' profiles on the web. In the screening process, we may refer to it regarding applicants. Accordingly, researchers are kindly requested to input as much related information as possible into the database. For further details, please visit the Division of Research website.

http://www.ritsumei.ac.jp/research/member/researcher_login/index.html/ (in Japanese/English)

Web Application Procedure for the AY2023 Research Promotion Program for Acquiring Grants-in-Aid for Scientific Research (KAKENHI)

一覧/List
登録/Register

「登録/Register」ボタンを押した後、「業務開始(提出)/Submit」ボタンが表示されますので必ずその「業務開始(提出)/Submit」ボタンを押してください。

「業務開始(提出)/Submit」ボタンを押さないと提出したことになりません。ご注意ください！

After pressing the “登録/Register” button, be sure to click the “業務開始(提出)/Submit” button.

By pressing the “業務開始(提出)/Submit” button, you can submit to each research office.

—本申請にあたっては、開示された科研費の審査結果を必ず添付してください—
Make sure to attach a copy of the screening result of Grants-in-Aid for Scientific Research (KAKENHI) printed out from the result disclosure page of the KAKENHI Electronic Application System.

立命館大学研究部
Division of Research, Ritsumeikan University

科研費獲得推進プログラム 申請調書

Application Form for the Research Promotion

Program for Acquiring Grants-in-Aid for Scientific Research (KAKENHI)

副学長（研究担当）殿
To: Vice President (Research Affairs)

申請区分 Application category * 新規申請

提出先／問合せ先
Submit to／Contact information

提出先／問合せ先選択

↑ボタンを押して、提出先を選択してください。

☐ 代理申請を行う場合はチェック

申請番号 Application number	
申請日 Application date	* 2020 年 05 月 07 日
教職員番号 ID No	00000000
所属（学部） College, Department	理工学部
所属（学科） Major or Course	※理工学部のみ選択
職位 Position	課長補佐A
氏名 Name	※代理申請時のみ入力 Q [] のカウントの数字
メールアドレス Email	

Attach here the screening results of KAKENHI that you applied in the previous academic year by printing them out in PDF or taking their screenshots. (The attachments will be used to verify the evaluation and score.)

申請した科研費の研究課題名 Title of the Research Project Applied Grants-in-Aid for Scientific Research (KAKENHI)	* <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div> 上記の研究課題名と異なる課題名で本学HPへの掲載を希望する場合は以下に記入してください。 <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>
研究計画 Research Plan (本プログラムで実施する研究計画を簡潔に記載ください) (Briefly describe the research plan for this program.)	* <div style="border: 1px solid #ccc; height: 100px; width: 100%;"></div>
申請予定種目 KAKENHI you plan to apply (本プログラムのサポートを受けて申請予定の科研費種目をチェックしてください) (Check off the one applicable box.)	* <div style="display: flex; flex-wrap: wrap; padding: 5px;"> <div style="width: 33%;">○ 特別推進研究</div> <div style="width: 33%;">○ 基礎研究 (S)</div> <div style="width: 33%;">○ 基礎研究 (A)</div> <div style="width: 33%;">○ 基礎研究 (B) (一般)</div> <div style="width: 33%;">○ 基礎研究 (B) (特設分野研究)</div> <div style="width: 33%;">○ 基礎研究 (C) (一般)</div> <div style="width: 33%;">○ 基礎研究 (C) (特設分野研究)</div> <div style="width: 33%;">○ 挑戦的研究 (開拓)</div> <div style="width: 33%;">○ 挑戦的研究 (萌芽)</div> <div style="width: 33%;">○ 若手研究</div> <div style="width: 33%;">○ 研究活動スタート支援</div> <div style="width: 33%;">○ 国際共同研究強化 (B) ※1</div> <div style="width: 33%;">○ 新学術領域研究 (公費研究) ※2</div> </div> <p style="font-size: x-small;">※1 国際共同研究強化 (B) を選択できる研究者は同欄目に応募した者に限ります。 ※2 申請予定の研究領域を以下に記入してください。</p>

研究経費執行計画 2020年度 Implementation plan for research funding AY2020		
※報告書提出時、当該欄は編集可能となりますが、編集なさらないようお願いいたします。 * Although this field can be edited when submitting the report, please do not edit it.		
費目 Expense Items	金額 (千円) Amount (Unit: 1,000 JPY)	明細 Details ※金額を入力したとき、必ず明細を記載してください。
機器備品費 Equipment costs	<input type="text"/> 千円	<input type="text"/>
図書費 Book expenses	<input type="text"/> 千円	<input type="text"/>
旅費 (国内) Travel expenses (in Japan)	<input type="text"/> 千円	<input type="text"/>
旅費 (国外) Travel expenses (abroad)	<input type="text"/> 千円	<input type="text"/>
人件費、謝金 Personnel expenses/ remuneration	<input type="text"/> 千円	<input type="text"/>
消耗品費 Supply expenses	<input type="text"/> 千円	<input type="text"/>
印刷費 Printing costs	<input type="text"/> 千円	<input type="text"/>
その他 Others	<input type="text"/> 千円	<input type="text"/>
合計 (申請額) Total amount (requested)	0千円	

*Application by proxy

To apply by proxy, check the box of proxy application, and search the applicant's name from the name field. By doing so, the confirmation email will be sent to both the applicant and the proxy.

代理申請者 所属 (学部) Proxy applicant College, Department	<input type="text"/>
代理申請者 氏名 Proxy applicant Name	<input type="text"/>
代理申請者 メールアドレス Proxy applicant Email	<input type="text"/>
※以下の「氏名」欄は、被代理人の氏名に検索・変更してください。 変更後、上記「提出先／問合せ先」欄を、選択しなおしてください。 * Please search and change the "Name" field below to the name of the proxy applicant. After the change, please re-select the above "Submit to / Contact information" field.	
申請番号 Application number	<input type="text"/>
申請日 Application date	<input type="text"/> 年 <input type="text"/> 月 <input type="text"/> 日
教職員番号 ID No	07 <input type="text"/>
所属 (学部) College, Department	<input type="text"/>
所属 (学科) Major or Course	<input type="text"/> ※理工学部の選択
職位 Position	課長補佐A
氏名 Name	※代理申請時のみ入力 <input type="text"/>
メールアドレス Email	<input type="text"/>

After completing the data input, double-check if attachments have been attached without fail, and click the “登録(Register)” button.

Error will be displayed if there are any blank items.



<IMPORTANT>

Click the “業務開始(提出)/Submit” button after registering the document.

As you click the “業務開始(提出)/Submit” button, the application form will be sent to the relevant Research Office.



When the Research Office receives your application, you will receive a “received” email.

In case you do not receive the “received” email within several days after submitting, please check in the way described below if you might have forgotten to click the “業務開始(提出)/Submit” button and the application form has temporally been saved.

(i) Access the application URL.

<https://sdb.ritsumei.ac.jp/hibiki/BRDDocument.do?func=insert&binderId=12518> (in Japanese/English)

(ii) Click “一覧/List” at the left top and see the list of saved application forms.

(iii) If the “status” column shows “before application,” it means the “業務開始(提出)/Submit” button has not been clicked yet. Please click the “編集/Edit” button and change the status by clicking the “登録(Register)” and “業務開始(提出)/Submit” buttons.

Web Report Submission Procedure for the AY2023 Research Promotion Program for Acquiring Grants-in-Aid for Scientific Research (KAKENHI)

Once the screening results for AY2024 Grants-in-Aid for Scientific Research have been disclosed, promptly submit the research results report via the web.

The submission procedure is as follows.

1. Please access and log in at the following URL.

<https://sdb.ritsumei.ac.jp/hibiki/BRDDocumentList.do?func=list&binderId=12518&viewId=10005> (in Japanese/English)

*Please access the following URL instead of the above if you have submitted a notification of change after application.

<https://sdb.ritsumei.ac.jp/hibiki/BRDDocumentList.do?func=list&binderId=12518&viewId=10007> (in Japanese/English)

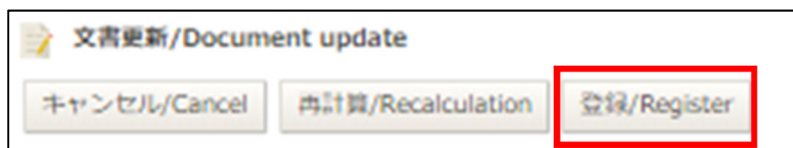
2. If you are successfully logged-in, a list of all the forms you have submitted and have been approved will be displayed. In the list, click the “Edit” button on the far right of the form for which you wish to submit a report.



3. Application information will be displayed. By scrolling down to the bottom of the page, you will find the field for the “Report on Research Results for the Research Promotion Program for Acquiring Grants-in-Aid for Scientific Research (KAKENHI).” Please fill out the form in the order given without fail.

<研究推進プログラム（科研費獲得推進型）研究成果報告書> <Research Report for the Research Promotion Program for Acquiring Grants-in-Aid for Scientific Research (KAKENHI)>		
研究推進プログラム（科研費獲得推進型）研究実施計画について Summary of the Research Plan 申請時に計画された研究計画を簡潔に記載してください。 Briefly describe the research plan for this program.		
研究成果の概要 Summary of the Research Progress 研究推進プログラム（科研費獲得推進型）研究実施計画に基づき、 科学研究費助成事業－科研費－申請に向けて実施した研究活動や 調査内容、その成果について記載してください。 Please summarize the progress of the research.		
科学研究費助成事業－科研費－の新規申請実績（研究代表者のみ） Grants-in-Aid for Scientific Research (KAKENHI) application status (as a research representative) .		
申請種目 Category	<input type="radio"/> 特別推進研究 <input type="radio"/> 基礎研究（S） <input type="radio"/> 基礎研究（A） <input type="radio"/> 基礎研究（B）（一般） <input type="radio"/> 基礎研究（B）（特設分野研究） <input type="radio"/> 基礎研究（C）（一般） <input type="radio"/> 基礎研究（C）（特設分野研究） <input type="radio"/> 挑戦的研究（開拓） <input type="radio"/> 挑戦的研究（萌芽） <input type="radio"/> 若手研究 <input type="radio"/> 研究活動スタート支援 <input type="radio"/> 国際共同研究強化（B） <input type="radio"/> 新学術領域研究（領域代表） <input type="radio"/> 新学術領域研究（計画研究） <input type="radio"/> 新学術領域研究（公募研究）	
研究課題 Research Title		
申請結果 Application	<input type="radio"/> 採択 <input type="radio"/> 不採択（A評価） <input type="radio"/> 不採択（B評価） <input type="radio"/> 不採択（C評価） <input type="radio"/> 不採択（その他） <input type="radio"/> 申請中（現時点で採否が不明）	
※論文・学術図書・研究発表等の研究成果発表の状況は、研究者学術情報データベース（研究者DB）に入力してください。 ※Input research outcomes such as thesis, academic paper, and presentation to Researchers' Database.		

4. After completing the form, click the “Register” button on the screen. (The “Register” button is also located at the bottom of the screen. You can click either button.)



The message “Document registration has been completed” appears in red, indicating that the entries have been saved.

- When you wish to revise or add the information at a later date ⇒ Go back to 1. and repeat the procedures.
- When you wish to submit the form as is ⇒ Proceed to 5.

5. Check the message “Document registration has been completed” being displayed in red, and then click the “業務開始(提出)/Submit” button.

***Note: Once the “業務開始(提出)/Submit” button is clicked, the submission is complete and no further modifications can be made.**



If the need arises to make any modifications after you have clicked on the “業務開始(提出)/Submit” button, please contact the Research Office.

6. When you see the message “The ‘Application for the Research Promotion Program for Acquiring Grants-in-Aid for Scientific Research (KAKENHI)’ has been started,” your submission is complete.