

JSPS International Fellowships for Research in Japan

Postdoctoral Fellowship for Research in Japan (Short-term)

Application through Overseas Nominating Authorities

FY 2023 Application Guidelines

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. The program allows such researchers to advance their own research while contributing to the progress of research in Japan and the counterpart countries.

*Eligible countries are the US, Canada, European Union countries (as of 1 April 2022), the UK, Switzerland, Norway and Russia.

2. FIELDS OF RESEARCH

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

3. DURATION OF FELLOWSHIPS

1 to 12 months

This fellowship is provided in full month units.

Note1: The fellowship period covers the period from the day a fellow (invited overseas researcher) coming from abroad arrives at an airport in Japan, which is the day that the fellowship starts, to the day that the fellow departs from an airport in Japan, which is the day that the fellowship ends. (This does not apply to fellows who reside in Japan before or after the fellowship period.)

Note2: As a fellow's tenure may start anytime during the period stated in the Application Guidelines, there are cases when it will end in the following fiscal year.

Note3: The duration of the fellowship may not be divided into multiple stays.

4. STARTING DATE

Fellows must start their Fellowship in Japan during the period of **1 April 2023– 31 March 2024**

5. CANDIDATE (Invited Overseas Researcher) ELIGIBILITY

Persons are eligible to apply who satisfy the following two conditions;

- (1) Be a citizen or permanent resident of an eligible country stipulated in the above 1*. Also eligible are persons who have been engaged in research continuously 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 application deadline set by nominating authority, and must possess an excellent research record.
- (2) 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 2017), or must be currently enrolled in a doctoral course at a university outside Japan, and scheduled to receive a PhD within two years from the time that their research starts in Japan.

Note1: Those who have previously been awarded and started a fellowship under the JSPS Postdoctoral Fellowship for Research in Japan ([Standard (P)], [Short-term (PE)] and [Pathway to University positions in Japan(PU)]) are not eligible. This Short-term Fellowship is only awarded once per researcher.

Note2: Those who have resident cards with mailing addresses in Japan at the application deadline set by nominating authority 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: ** Researchers who have continuously carried out their research for three or more years minus time taken for

maternity and/or parental leave. (Every four weeks of leave is counted as one month, with any remaining weeks also counted as one month. These months are subtracted from number of years that the researcher has continuously carried out his/her research.) In this case, separate submission of documents are required. Please consult with JSPS in advance via nominating authority.

Note5: *** Researchers who obtained their PhD within six years minus time taken for maternity and/or parental leave. (Every four weeks of leave is counted as one month, with any remaining weeks also counted as one month. These months are subtracted from the number of years elapsed since the researcher's PhD was received.) In this case, separate submission of documents are required. Please consult with JSPS in advance via the nominating authority.

Note6: If it becomes known even after being selected that a candidate does not possess application eligibility, his/her selection is to be cancelled or eligibility terminated during the fellowship period. In such cases, the candidate is required to reimburse JSPS his/her already-paid allowances.

6. HOST RESEARCHER ELIGIBILITY

Host researchers are required to satisfy the following two conditions at the time of applications, at the time of selection and during the fellowship period.

- (1) Be affiliated with a 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) (*), be eligible to apply for a KAKENHI grant-in-aid, and wish to host an overseas researcher.
- (2) Be a full-time researcher. However, researchers who are not employed full time may be eligible if the host institutions judge that they are able to execute their responsibilities for constantly carrying out the program throughout the fellowship period including the provision of a suitable research environment (e.g., laboratory, space, facilities and personnel), the same as the full time researchers are able to do.

*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

A fellow's host researcher may not be changed during the fellowship tenure. Therefore, if it is known at the time of application that the host researcher will retire, due to reaching retirement age or other reason, during a candidate's fellowship tenure, s/he should not be a host researcher.

7. TERMS OF AWARD

The amount of the Awards are as follows. They are subject to change for budgetary reasons.

- (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

Note1: The monthly allowance of ¥362,000 is paid only to the fellows who submitted his/her PhD diploma or doctoral degree certificate.

Note2: For the candidate who has been living in Japan (and has a mailing address) before the fellowship starting date, a "settling-in allowance" will not be paid and only the "Airfare" for the return flight will be paid.

Note3: "Research Support Allowance" is available to cover cooperative research-related expenses. Application is made by the host researcher through his/her institution.

8. APPLICATION PROCEDURE FOR PROGRAM

Applications for this program must be submitted to JSPS through an overseas nominating authority. The application process is as follows:

- (1) Contact is made between the candidates who wish to conduct cooperative research in Japan and their prospective hosts.
- (2) Candidates submit an application to a nominating authority.
- (3) The nominating authority conducts a scientific evaluation to select candidates and nominates them to JSPS.
- (4) Approximately three months after the nomination, JSPS sends out a notice of selection decision to both the candidates and the nominating authorities.

Note1: JSPS does not find or introduce host researchers or institutions.

Note2: Application deadlines and selection procedures differ by each nominating authority.

Note3: When setting the starting date of fellowships, adequate time should be allowed for application processing: e.g., application screening by the nominating authority (time differing by authorities) and selection decision-making by JSPS (about three months).

Note4: In addition to receiving applications through overseas nominating authorities, JSPS also accepts applications for candidates from their prospective host researchers in Japan (open recruitment).

Note5: Multiple applications for the same program through overseas nominating authorities in the same fiscal year are not allowed.

9. MATERIALS TO BE SUBMITTED

- (1) FY2023 Application Form for JSPS International Fellowships for Research in Japan, Postdoctoral Fellowships for Research in Japan (Short-term), Application through Overseas Nominating Authorities. The application form is to be completed by the candidate.
- (2) Letter of acceptance/invitation from the candidate's prospective host researcher in Japan, stating that s/he accepts the candidate at his/her institution during the period of the fellowship tenure. The letter should be signed by the host himself/herself. It is preferable that the letter be written on letterhead paper.
- (3) Letter of recommendation signed by the candidate's doctoral supervisor (etc.) (The writer of the letter must be a person other than the candidate's prospective host researcher in Japan). It is preferable that the letter be written on letterhead paper.
- (4) A copy of the candidate's PhD degree diploma or his/her PhD degree certificate. If the degree has not yet been awarded, a letter is required from the candidate's institution stating **the date*** that s/he will officially be awarded the degree. In that case, the candidate should submit to JSPS a copy of the PhD degree certificate or the PhD diploma promptly before starting his/her fellowship. The diploma or the certificate should be signed or stamped with an official seal.

For candidates who are not scheduled to be awarded a doctoral degree by the time the fellowship starts, one of the following documents (copy) may be submitted in lieu of a document from the university stating **the date*** the PhD will be awarded.

- 1) Certificate of doctoral course enrollment (showing that the candidate is scheduled to be awarded a PhD degree within two years from the fellowship starting date.)
- 2) A document written and signed by the candidate's supervisor stating that s/he is scheduled to be awarded a PhD degree within two years from the fellowship starting date. (If the candidate's supervisor writes a letter of recommendation for the candidate, this content may be included in it.)

Note1: All documents must be in either English or Japanese. When the original document is in another language, please be sure to attach an English translation (which does not need to be an official translation, and may be done by the host or candidate).

Note2:* Under the JSPS program, the date of degree award is the date that the issuing university awarded the degree. It is not the date that Fellows orally defended their dissertation (viva voce) or completed a doctoral

course.

10. NOTIFICATIONS OF SELECTION RESULTS BY JSPS HEAD OFFICE

- (1) An award letter from JSPS president and accompanying documents will be sent to the successful candidates.
- (2) JSPS cannot respond to individual request regarding selection results.

NOTICE

※As the situation of the novel coronavirus changes, we may consider applying flexibility in our handling of some of the entry items in the Application Guidelines.

1. False information etc., in the application form

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

2. Response to acts of research misconduct and funding misuse

JSPS will take appropriate measures (e.g. terminate project, require reimbursement of part or all of allocated funds) in cases of misuse of research funds, specific research misconduct (e.g. fabrication, falsification, plagiarism), unjustifiable acts (e.g. discrimination, harassment), or violation of laws.

Please refer to the following website for “Rules for Responding to Misconduct and Misuse of Funds in Research Activities”, with regard to measures taken against misuse of research funds.

Postdoctoral Fellowships: [URL] https://www.jsps.go.jp/english/e-fellow/guideline_03.html

3. System for implementing the “Guidelines for Responding to Research Misconduct”

When making proposals to JSPS and conducting research activities, research institutions are to follow the “Guidelines for Responding to Misconduct in Research” (adopted by MEXT on 26 August 2014). If MEXT judges via the results of an inspection that a research institution’s system is inadequate or defective, it or an independent administrative institution under MEXT’s jurisdiction may cut or reduce the indirect budget allocation of the institution’s competitive funding.

4. 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. Host institutions (host researchers’ institutions) are therefore to establish educational courses for fellows 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;
[URL] <https://www.jsps.go.jp/english/e-kousei/ethics.html>
- 2) e-Learning Course on Research Ethics [eL CoRE];
[URL] <https://elcore.jsps.go.jp/top.aspx>
- 3) APRIN e-learning program (eAPRIN)
- 4) Research ethics courses conducted by institutions based on the “Guidelines for Responding to Misconduct in Research” (Adopted by MEXT on 26 August 2014)

5. Issues relevant to human right protection and legal compliance

When the proposed research involves issues such as a requirement to obtain the research subject’s consent or the cooperation of a third party, or consideration in the handling of personal information, or actions related bioethics and/or biosafety (including guidelines and policies used by the counterpart country in conducting international joint research and by the countries/regions in which the research will be implemented), describe the measures and actions planned for handling such issues.

This applies to research activities that require approval by an internal or external information committee or ethics jury,

such as for research involving questionnaire surveys, interviews and/or behavior surveys (including personal histories and images), surveys of domestic or overseas cultural properties, research involving personal information, the handling of donated specimens, invasive properties, human genome analysis, recombinant DNA, and experimentation with animals. In such cases, describe concretely the status of your processing and procedures.

6. Handling of personal information, etc.

Personal information provided by applicants are strictly handled and managed in accordance with the “Act for the Protection of Personal Information” and JSPS’s “Personal Information Protection Policy,” and is used solely for the purpose of implementing the program (including personal information provided by JSPS to external companies commissioned to electronically process and manage data).

The names, positions and affiliations of the selected researchers and their counterpart researchers, and their research titles, visit durations and reports may be disclosed on JSPS’s website and in its publications and circulated to related organizations.

Applicants residing in the European Economic Area (EEA) including the EU and UK must submit a separate letter of consent for using their personal information in line with the provisions of General Data Protection Regulation (GDPR). If application documents contain information on persons residing in the EEA or UK, the said persons’ consent must be obtained to use that information. For details on the GDPR, please visit the following website of the Personal Information Protection Commission, Government of Japan.

[URL] <https://www.ppc.go.jp/enforcement/infoprovision/laws/GDPR/>

7. Research conducted for military purposes

JSPS does not support any research related to military affairs.

8. Ensuring research integrity against new risks as a consequence of the globalization and openness of research activities

In order to promote the augment of science, technology, and innovation in Japan, we must continue to enhance overseas joint research with various partners based on the principle of open science. Concurrently, the new risks as a consequence of the globalization and openness of research activities have been possible to impair the basis of research environment such as openness and transparency, and to unknowingly involve researchers to take risk of a conflict of interest or a conflict of responsibilities. In such climate, it is vital for our country to build a globally reliable research environment to protect the values that constitute the basis of research environment while encouraging necessary global collaboration and international exchanges.

Therefore, universities and institutions are required to establish regulations/rules and control management related to the conflict of interest and the conflict of responsibility based on “Policy on Measures to Ensure Research Integrity Against New Risks as a Consequence of the Globalization and Openness of Research Activities (April 27, 2021, Decision of Council for Science, Technology and Innovation).” It is significantly essential for researchers and universities/institutions to proactively ensure the research integrity in each research activity.

9. Security trade control (coping with technology leakage overseas)

Much research on cutting-edge technology is being conducted in Japan’s research institutions. Along with Japan’s advancing internationalization, there has been an increase in the number of foreign students and overseas researchers residing in Japan. This has increased the risk of advanced technologies and research materials and equipment leaking out and for them to be used in the development and production of weapons of mass destruction (WMD). Research institutions are to take systematic measure to keep research results and products that can be diverted to military use out of the hands of WMD developers, terrorist groups, and other persons whose activities are suspect.

In Japan, export controls (*) are carried out under the Foreign Exchange and Foreign Trade Act (Act No. 228 of 1949) (hereinafter referred to as “Foreign Exchange Law”). Therefore, in principle, in order to export (provide) cargo and

technology regulated by the Foreign Exchange Law, it is necessary to obtain permission of the Minister of Economy, Trade and Industry.

Starting with the Foreign Exchange Law, candidates must follow all of Japan's pertinent laws and ordinances, guidelines, and directives. If research is conducted in violation of these laws and ordinances, measures and penalties prescribed in them may be enforced along with the termination of the candidate's research funding or his/her scheduled allocation of research funding.

(*) Export controls

Japan's Security Export Control System established on the basis of international agreements mainly consists of (1) "List rules" which require permission of the Minister of Economy, Trade and Industry in principle when exporting cargo or providing technologies that carry specifications and/or functions higher than certain levels, such as carbon fiber and numerically controlled machine tools etc., and (2) "Catch-all regulation" which requires permission of the Minister of Economy, Trade and Industry when exporting cargo or providing technologies that are not subject to regulation under the List rules but do fall under certain regulatory requirements (application requirements, consumer requirements and/or informed requirements).

Not only export of cargo but also provision of technology is subject to regulation under the Foreign Exchange Law. When providing a "List rules" technology to nonresidents or providing it in a foreign country, prior permission for the provision is required. "Provision of technology" includes not only providing technical information such as design drawings, specifications, manuals, samples, and prototypes via storage media such as paper, mail, CD, USB memory, but also providing work knowledge and technical assistance at seminars via technical instruction, skill training etc. Researchers should be aware that there may be cases in which technologies subject to regulation by the Foreign Exchange Law are involved when mentoring foreign students and/or conducting joint research activities with overseas group.

Please refer to the URL below for further details.

The Security Export Control in Japan

[URL] <https://www.meti.go.jp/policy/anpo/englishpage.html>

10. Approximate number of fellowship awarded and amounts of award

The approximate number of fellowship awarded and amounts of the awards are subject to change for budgetary reasons.

11. Obligations and procedures after being provisionally selected

Candidates, host researchers and host institutions should read the "Program Guidelines" enclosed with the award letter for information on their obligations under the program, procedures to be carried out, and rules to be followed (e.g. conditions for taking temporary leaves of absence, for using the Research Support Allowance). You may refer to the past Program Guidelines posted below.

Postdoctoral Fellowships: [URL] https://www.jsps.go.jp/english/e-fellow/guideline_03.html

12. FAQ

FAQ on this program are provided on the following website. Please refer to it if there is something unclear to you with regard to making an application or procedures to follow after you are selected.

Postdoctoral Fellowships: [URL] <https://www.jsps.go.jp/english/e-fellow/faq.html>

<p style="text-align: center;">OBLIGATION OF CANDIDATES, HOST RESEARCHERS AND HOST INSTITUTIONS (INCLUDING MEASURES AGAINST MISCONDUCT AND MISUSE OF FUNDS)</p>
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The host researchers, candidates and host institutions should bear the following eleven 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 Fellowships Program. If either the candidate or host researcher should fail to do so, the fellowship may be withdrawn, allowances (including airfares) stopped, and already-paid allowances (including research support allowances) reclaimed.

- (1) So as to allow the smooth progress of the candidate's research in Japan, before submitting an application, the host researcher is to fully inform the candidate of the conditions at the host laboratory, including his/her status under the fellowship, and ascertain the candidate's agreement 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 candidate to pursue his/her joint research and other research activities. The host researcher will also assist the candidate, 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 the fellowship tenure, the host researcher is advised not to commit such acts equivalent to human rights violations (e.g. discrimination, gender, discrimination, sexual harassment, academic harassment, power harassment, abuse of authority or neglect), and should be particularly careful not to say or do anything that could be interpreted as committing such acts. If a researcher should commit such an unethical act and be punished via measures imposed by the host institution, s/he will be restricted from applying for the JSPS International Fellowships Program for a period of five years starting from the day that the punishment is administered.
- (4) During fellowship tenures, candidates 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, candidates are to stay in Japan continuously during their fellowships and concentrate on their research at the host institution. Candidates may not engage in other work, neither paid nor unpaid, during their tenures. Candidates may, however, suspend their fellowships for the purpose of childbearing or infant nursing. Candidates 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 candidates shall follow the rules established by the host institution and JSPS prohibiting acts of research misconduct, e.g., fabricating or falsifying research results and the misuse of research funds.
- (7) The candidate and host researcher must submit a research report using separately prescribed format before the deadline set by JSPS.
- (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 candidate of the rules that it and JSPS have established to prevent research misconduct (e.g. fabricating or falsifying research result) and misuse of research funds (e.g. personal use of funds, use of funds for other purposes) and of the penalties for violations. It shall take action to see that these rules are obeyed.

- (10) Candidates must not carry out research with military objectives. Host researchers and host institutions are ascertain the understanding and agreement of Fellows and Hosts that JSPS does not support research with military objective.
- (11) The host institution is to take first responsibility for the candidate's actions, so it must be proactive in preventing any human rights violations, research misconduct or misuse of research funds on the part of the candidate during his/her tenure. If any such problems should occur, the host institution will endeavor to resolve them. If requested by JSPS, it is to report such problems.

OTHER RELEVANT ISSUES

1. Cooperation in carrying out site surveys and questionnaires

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

2 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(Grants-in-Aid). 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 described on the following webpage:

[URL] https://www.jsp.go.jp/data/Open_access.pdf (Japanese only)

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

"Open Access" refers to the basic idea that research papers published in peer-reviewed journals, etc. should be made freely accessible by anyone on line.

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

There are three main ways of open access implementation i) to iii) below:

- i) A way in which articles published in the conventional subscription fee type academic journals after a certain period of time (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).
- ii) A way to make the article open access by posting the articles on the web established by the research community or public institution.
- iii) A way to make the article open access to articles immediately by paying the publication fee (APC: Article Processing Charge) by the author of the article.

*1: "Embargo"

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

*2: "Institutional Repository"

An online archiving system created by a university or research institution for storage and dissemination of intellectual products. Institutional repositories play important roles in the reform of academic information distribution by enabling researchers to register their own articles. They also allow the transmission of research and education achievements of research institutions, PR for both the research institution and the researcher, guaranteeing the accountability of research and education activities toward society, and 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.

3 Registration of the Researcher Information in researchmap

“researchmap” ([URL] <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 using researchmap. 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 further utilize the researchmap, please register researcher information in researchmap.

4 Registration on JSPS-Net

JSPS-Net is a social networking service that facilitates new collaborations within a worldwide researcher community. It is mainly aimed at Japanese and overseas researchers residing in Japan or abroad, overseas researchers scheduled to come to Japan, and the international programs staff of universities and other institutions.

As JSPS-Net makes extensive use of social networking service (SNS) functions in supporting the establishment of researcher communities, it’s hope that you will take good advantage of its support when expanding your own circle of colleagues.