



## **JSPS LONDON SHORT-TERM AWARD**

**Fellowship Start Period: November 2009 - March, 2010**

**Closing Date for Applications: 17:30, Monday 1<sup>st</sup> June, 2009**

### **Award Information for Applicants**

#### **1. OUTLINE OF THE PROGRAMME:**

This programme provides the opportunity for short-term visits for young pre- and post-doctoral UK researchers and European and North American researchers **based in the UK**, for cooperative research with leading research groups at Japanese Universities and Institutions. The programme is designed to provide researchers with first-hand experience of the research and living environment in Japan, whilst expanding academic exchange between Japan and the UK. Researchers from any fields; Computer, Engineering, Health, Biological, Life, Natural and Physical Sciences, Mathematics, Humanities and Social Sciences etc. are eligible to apply. Awards will cover visits of 1 to 12 months.

#### **2. APPLICANT ELIGIBILITY:**

- Post Doctorates must have obtained their PhD at a university outside of Japan within the last 6 years ( on or after 2 April 2003)
- PhD Students must be within 2 years of obtaining their PhD at the time of starting their tenure in Japan

**Only nationals of the following countries are eligible to apply through JSPS London:**

- **UK**
- **All European Union countries as well as Switzerland and Norway**
- **USA and Canada**

Nationals of other countries may be eligible to apply for funding through JSPS Tokyo. JSPS Tokyo has calls for applications every 2 months and the level is often less competitive. In the case of applying to JSPS Tokyo, the application must be made via the host researcher on the candidate's behalf. Please check Tokyo's fellowship programmes and eligibility criteria by referring to the following webpage:

<http://www.jsps.go.jp/english/e-fellow/fellow.html>

If you are in doubt about your eligibility status, please contact JSPS London to discuss.

**NOTE:**

Candidates must, in advance of applying, have arranged a research plan with a host researcher in Japan.

Those who have previously been awarded a Fellowship under the JSPS Post Doctoral Fellowship Programme for Foreign Researchers are not eligible to apply. The Short Term Award is only awarded once to a single researcher.

**3. NUMBER OF GRANTS AWARDED:**

Approximately 25 awards per year.

**4. DURATION AND COMMENCEMENT OF AWARDS:**

- Grants are awarded for a period of 1 to 12 months.
- The closing date for applications is **17:30, Monday 1<sup>st</sup> June, 2009**, and successful candidates are asked to take up their fellowships in Japan between **November 2009** and **March 2010**.

**5. JAPANESE HOST RESEARCHER AND INSTITUTION**

It is the applicant's responsibility to contact a suitable Japanese Host from the Japanese Universities and Institutions approved by JSPS.

Japanese host researchers must be academic researchers above the level of lecturer or equivalent and be employed full-time at a Japanese University or Institution acknowledged by JSPS. "Jokyo" or "Joshu", which can be translated as Assistant Professor or Research Associate, are not eligible.

**Evidence of correspondence** with your host should be sent with your application in the form of e-mails and/or faxes and letters. The evidence should demonstrate the following:

- the host researcher in Japan accepts to act as host for the applicant
- the project has been thoroughly discussed and developed with the host researcher
- both the host and the applicant will benefit positively from the proposed collaboration

Please note, where e-mails or letters have been exchanged in Japanese, an English translation must be provided.

**6. TERMS OF THE AWARD:**

The awardee and their host researcher must submit a research report within one month of completing the fellowship tenure.

- JSPS' designated travel agent will provide a return air ticket for the most direct and economical route.
- Monthly maintenance allowance of ¥364,000 (for Post-Doctoral Fellows)  
¥200,000 (for PhD Students)
- Settling-in allowance of ¥200,000 (only for awardees with a tenure of four or more months).

- Overseas travel, accident and sickness insurance coverage (based on JSPS regulations)

**NOTE:**

- If the Awardee already resides in Japan on the date his/her award letter is issued, the above mentioned air ticket to Japan and settling-in allowance will not be provided.

- The amounts of the award indicated above are subject to change.

## **7. REPORTING OBLIGATIONS:**

The awardee and their host researcher must submit a research report within one month of completing the fellowship tenure.

## **8. DATA PROTECTION:**

Applicants should be aware that information they provide will be dealt with in accordance with the Data Protection Act. All information will be held and processed at JSPS as well as at one or more of the following institutions who assist JSPS with application review in the UK: EPSRC, NERC, STFC, BBSRC and The British Academy.

Successful candidates should note that their name, research theme, host institution, name and title of their host researcher and their research reports will be given public access. JSPS Fellows will also be asked to participate in surveys aimed at improving the Fellowship programme.

## **9. CLOSING DATE FOR APPLICATIONS AND SUBMISSION:**

The closing date for applications is **17:30, Monday 1<sup>st</sup> June, 2009**. Please note that applications received after the closing date will not be accepted.

Completed applications should be sent **by registered post** or **hand delivered** to JSPS London. Any applications postmarked after the closing date will not be accepted.

Emails and faxes of application and reference forms will **not** be accepted. Delayed applications or applications with the absence of any of the required documents will not be put forward for review.

## **10. APPLICATION PROCEDURE, SELECTION AND NOTIFICATION**

- On receipt of each application, a peer review takes place with JSPS London reviewers based in the UK.
- JSPS London recommends those candidates with the highest grades to JSPS Tokyo Head Office.
- JSPS Tokyo Head Office will carry out necessary administrative procedures with the Japanese host institution and send a formal confirmation letter to the successful candidates. The successful candidates will receive the formal award letter 6 or 7 months after submitting the application.

## 11. REFERENCES:

It is the applicant's responsibility to ensure their two referees complete the references in English. The referee must put the completed reference form in an envelope, sign and seal the back and return it to the applicant. **Envelopes not signed and sealed, will invalidate the reference form.** The applicant should send the references with the rest of the application documents to JSPS London by the closing date. JSPS London requests one of these references comes from the institution the applicant currently belongs to and the other comes from preferably an external department or institution.

For PhD Students, one referee should be the applicant's supervisor and their reference should state the month and year in which the applicant is expected to receive his or her PhD.

The applicant's host researcher in Japan is **not** eligible to act as a referee for the application.

**NOTE:** Your choice of referee is a personal matter but JSPS London would advise that you choose a referee who you feel is best able to give an informed opinion on your academic career, your proposed research project and the scholars involved, as well as to be able to assess its likely impact on the subject area.

Please note the following important administrative points regarding references:

### **Applicant's responsibilities:**

- It is your responsibility to ensure that your referee obtains a copy of the **current** Reference Form and the Notes for Referees documents
- Faxes or electronic submissions will not be accepted
- **Closing date for applications: 17:30, Monday 1<sup>st</sup> June, 2009.**
- **Without two valid references, the application will be considered incomplete and be withdrawn from the competition.**

## 12. CONTACT:

For application enquiries and submissions, please contact:

JSPS London  
14 Stephenson Way  
London  
NW1 2HD

Tel: +44-(0)207-255-4660

Fax: +44-(0)207-255-4669

E-mail: [short-termaward@jpsps.org](mailto:short-termaward@jpsps.org)

<http://www.jpsps.org>