



## **JSPS London Summer Programme Call 2023**

### **Application Guidelines**

#### **1. Outline of the Programme**

This JSPS Summer Programme Fellowship offers the opportunity for pre/postdoctoral researchers to receive an orientation on Japanese language and culture and research systems as well as pursue research under the guidance of host researchers at Japanese universities and research institutes over a period of two months during the summer. The orientation will take place at the Graduate University for Advanced Studies (SOKENDAI).

#### **2. Eligibility**

Applicants should be a British national and at the time the Summer Programme goes into effect either be enrolled in a PhD course at a UK university or have obtained their PhD within the last 6 years (on or after 2 April 2017). Candidates of more than one nationality may not apply through more than one nominating authority.

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

Note:

- \* Nationals of other countries may be eligible to apply for another funding programme through JSPS Tokyo. In the case of applying to the JSPS Tokyo head office, the application must be made via the host researcher on the candidate's behalf. Please check our Tokyo head office's fellowship programmes and eligibility criteria by referring to the following webpage:

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

- \* The time a researcher may have taken off for maternity and/or parental leave is subtracted from the number of years elapsed since the researcher's PhD was received. Proof of this leave is required to be submitted with the other application documents.
- \* Candidates must receive in advance acceptance from their host researcher of their visit. An invitation letter from the host researcher is required to be submitted with the other application documents as proof of this acceptance.
- \* Those who have previously been awarded a fellowship under the JSPS Postdoctoral Fellowships for Research in Japan are not eligible.

### **3. Host Researcher Eligibility**

JSPS does not find or introduce host researchers or institutions. It is the applicant's responsibility to contact a suitable host from a Japanese University or Research Institute approved by JSPS. It is possible to search for a suitable host using the researchmap portal on the JSPS London website:

<https://researchmap.jp/?lang=english>

To be eligible, the host 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 researchers who are not employed in a full-time position may be eligible. Such persons must be eligible to apply for a KAKENHI grant-in-aid and their affiliated institution must judge them able to implement the project and to provide an appropriate research environment (e.g., laboratory, equipment, personnel) for hosting an overseas researcher.

\*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 Ministry of MEXT

#### 4. Duration of Program

Fellowships are awarded for a fixed period of two months starting from 12 June through to 19 August 2023. Please see a tentative schedule below. This is subject to change depending on the Covid-19 pandemic situation. Successful candidates will be informed of the final schedule.

Dates	Location	Housing (Tentative)	Activities
May, 2023	Online	-	- Online kickoff orientation - Japanese e-learning lesson
12 June	Narita	Hotel at Narita Airport	Arrival in Japan
13 June	Hayama	Accommodation provided at Shonan Village Center	- Move from Narita to Hayama by bus - Opening Ceremony
14 June- 15 June	Hayama	Accommodation provided at Shonan Village Center	Orientation Session by SOKENDAI
16 June	Host Institution	Housing arranged by the host institution	Move to host institution
17 June- 17 August	Host institution	Housing arranged by the host Institution	-Research activities at the host institution -Homestay program on weekend
18 August	Tokyo	Hotel in Tokyo	-Move to Tokyo -Research Report Presentation
19 August	Narita/ Haneda		Departure from Japan

## **5. Financial Support** \* Subject to change

### 1) International Travel (Round-trip Airfare)

In principle, JSPS will provide the fellow with a round-trip airfare (a discounted economy ticket), which as a rule will be between the international airport nearest to the institution at which he/she is currently affiliated and Narita airport. Flight arrangements are made by JSPS's designated travel agent based on JSPS regulations. However, a fellow who stays in Japan for more than 120 days (including the fellowship tenure) may not be provided either his/her outward airfare or his/her homeward airfare.

### 2) Maintenance Allowance (534,000 yen)

JSPS provides maintenance allowances to cover living expenses and domicile costs related to fellows' stay in Japan for the purpose of carrying out research activities in collaboration with their Hosts.

\*JSPS will cover the following expenses separately from the maintenance allowance: hotel room charges at Narita and Tokyo, and meals and accommodation charges at SOKENDAI.

### 3) Insurance

Under the Overseas Travel Accident Insurance Policy in force between JSPS and the designated insurance company, all JSPS fellows are insured collectively during their fellowship tenures in Japan and are eligible to receive accident and sickness benefits under the policy.

### 4) Research Support Allowance at the Institution (Up to 158,500 yen)

A research support allowance of up to 158,500 yen is available to the Host for the purpose of covering research-related expenses.

## **6. Application and Selection Procedures**

- a) 16 awards will be made.
- b) Closing date for applications is Monday, 28<sup>th</sup> November 2022.
- c) Completed applications should be sent to JSPS London using the following e mail address: [enquire@jpsps.org](mailto:enquire@jpsps.org)
- d) Any applications received after the closing date or by post will not be accepted.
- e) On receipt of each application, a peer review takes place with members of the JSPS London College of Reviewers based in the UK and Ireland.
- f) JSPS London recommends those candidates most highly evaluated to the JSPS Tokyo head office. JSPS London will notify all applicants of results by e mail, approximately 3 months after submitting the application.
- g) JSPS Tokyo will carry out necessary administrative procedures with the Japanese host institution and send a formal award letter to the successful candidates. The successful candidates will receive this letter 4 to 5 months after submitting the application.

## **7. Forms to be Submitted:**

- a) Abstract
- b) Subject Area Form
- c) Application Form
- d) Invitation Letter from Host
- e) Copy of PhD enrolment document from a UK university or copy of PhD certificate
- f) Copy of Photo Page of Passport
- g) Proof of Maternity Leave and or/Parental Leave if applicable

## **8. Resubmission Policy**

JSPS London currently operates an open resubmissions policy unless previous correspondence notifying results specifically does not invite this. An applicant is advised to obtain feedback from JSPS London before considering to apply again. A resubmission should take into account this feedback and be substantively different from a previous application with modified aims and objectives and revised methodological approach.

## **9. Data Protection:**

Applicants should be aware that all information provided will be dealt with in accordance with the UK General Data Protection Regulation and the Privacy Notice of JSPS London. Information will be held and processed at JSPS London, JSPS Tokyo and possibly other JSPS overseas offices and will be used exclusively for the implementation of JSPS programmes. Please see our Privacy Notice at the following link:

[https://www.jsps.org/about\\_us/privacy.html](https://www.jsps.org/about_us/privacy.html)

Successful candidates should note that their name, nationality, title and affiliation, research theme, fellowship tenure, 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 this fellowship programme.

## **10. Obligations of the host researcher**

The host researchers, their institution and candidate should keep in mind the following points in mind before applying and if selected all parties will be expected to observe the regulations and procedures stipulated in the Program Guidelines for the JSPS Summer Programme. The most recent version of these programme guidelines can be found at the following link:

<https://www.jsps.go.jp/english/e-summer/pro2022/data/JSPS-Summer Program2022 PROGRAM GUIDELINES re.pdf>

If either the candidate or host should fail to follow the rules expected of them, the fellowship may be withdrawn, allowances (including airfares) stopped, and allowances already paid

will be reclaimed.

### Obtaining the Host's Acceptance of a Visit

To facilitate the selection process, applicants should obtain in advance of applying for this Summer Programme Fellowship an acceptance of their visit from their host researcher. In this regard an invitation letter from the host should be submitted with the other application documents.

### Lodging Arrangements

As the allowance provided to fellows under the program is to cover their subsistence and lodging costs to cover the entire 2 months period, fellows are strongly advised to ask their host researchers in advance to arrange accommodation for them , e.g. at an international students' lodge or dormitory of the host institution.

### Pre-departure Consultation with Host

Before coming to Japan, fellows should discuss with their host researchers both their research plan and life in Japan. Fellows should request instructions from their host directions for how to travel from the nearest domestic airport in Japan to the host institution and the time they should arrive.

### Change of Fellowship Tenure

In principle, neither shortening nor lengthening of the fellowship tenure is allowed, except in some cases when due to unavoidable circumstances the fellow must return home early. (In such cases, the unused portion of the fellow's maintenance allowance must be returned to JSPS.)

### Other Points:

Before submitting an application, the host researcher shall fully inform the candidate of conditions at the host institution, including his/her status under the fellowship and the candidate needs to acknowledge and accept those conditions.

The host researcher will, in cooperation with the administration office of the host institution, provide suitable arrangements for the fellow to pursue their joint research. 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.

During fellowship tenures, the host should not commit acts of discrimination, harassment or abuse towards the candidate and should be particularly careful their actions cannot be interpreted as committing such acts.

During their tenure, a candidate must not infringe in any way on the human rights of others, including racial or gender discrimination or other forms of abuse.

As a rule, the candidate should stay in Japan continuously during the tenure of their fellowship and concentrate on their research at the host institution. However, a candidate may suspend their fellowship for the purpose of childbearing or infant nursing.

A fellow may not engage in other work, paid or otherwise, during their tenure.

The host shall take full responsibility for the candidate's actions while in Japan, so must be proactive in preventing any discrimination, misconduct or misuse on the part of the candidate during their tenure. If any such problems should occur, the host should endeavor to resolve them.

## **11. Notes**

Should JSPS London determine any information provided is incomplete, falsified, plagiarized or otherwise flawed, the application will be rejected, or if already awarded, the fellowship will be withdrawn, allowances (including airfares) stopped, and allowances already paid will be reclaimed.

The candidate and host researcher must follow the rules established by the host institution and JSPS which prohibits acts of research misconduct e.g. fabricating and falsifying research results and misuse of funds. The host institution is responsible for explaining these rules and penalties for violations.

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

When accepting Fellows, the host institution should perform necessary procedures for the export and provision of technology concerning security trade control in accordance with the Foreign Exchange and Foreign Control Trade Law (Act No. 228 of December 1, 1949). JSPS Fellows must follow all of Japan's pertinent laws and ordinances, guidelines and directives in this regard.

## **12. COVID-19 Pandemic Considerations:**

As the situation with the COVID-19 pandemic changes, we may apply flexibility in our handling of some aspects of the application and post-award processes. Please consider that travel restrictions to and in Japan are highly changeable and it may be difficult for JSPS Fellows awarded in FY2023 to go to Japan as planned.

## **13. Contact:**

For application enquiries and submissions, please contact:

JSPS London

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

E mail: [enquire@jsps.org](mailto:enquire@jsps.org)

Web: <https://www.jsps.org>





