

## Nominations for the 2019 JSPS Postdoctoral Fellowship for Research in Japan (Standard) through the Royal Society

### 1. Overview

#### Aim

This program was established to assist promising and highly qualified young foreign researchers wishing to conduct research in Japan. It is aimed at providing opportunities for such researchers to, under the guidance of their hosts, conduct cooperative research with leading research groups in universities and other Japanese institutions, thereby permitting them to advance their own research while stimulating Japanese academic circles, particularly young Japanese researchers, through close collaboration in scientific activities. Such collaboration is also intended to advance scientific research in the counterpart countries. For further information about JSPS and the programme, please visit: <http://www.jsps.go.jp/english/e-fellow/index.html>

#### Subjects covered:

Research must be within the Royal Society's remit of natural sciences, which includes but is not limited to biological research, chemistry, engineering, mathematics and physics. For a full list, please see <https://royalsociety.org/grants-schemes-awards/grants/subject-groups/>. The Royal Society does not cover clinical medicine (such as patient orientated research and clinical trials), social sciences or humanities.

Clinical and patient orientated research is considered to be an interventional study on human participants at the individual or group level, including but not limited to surgical or drug intervention. Eligible use of human participants in research can include investigation where the experiments are conducted in vitro – for example, the use of human tissue or other biological samples, chemistry techniques, mathematical modelling or engineering, translational research and collaborative research with clinicians.

#### Value and Support Provided

The fellowship provides:

- A round-trip air ticket (based on JSPS regulations)
- A monthly maintenance allowance of 362,000 yen
- A settling-in allowance of 200,000 yen
- Overseas travel accident and sickness insurance coverage, etc.
- A research grant, "Grant-in-Aid for Scientific Research" (Tokubetsu Kenkyuin Shorei-hi) is available to cover cooperative research-related expenses. Application for these grants is made by the Japan host researcher through his/her institution.

\*Please note the amounts of the Awards indicated above are subject to change and if the candidate is already residing in Japan or had residency status prior to the commencement of the fellowship, the air ticket to Japan and settling-in allowance will not be provided.

**Duration and Start date:** Fellowships are tenable for a period of between 12 and 24 months and must start in Japan during the period of 1 September 2019 – 30 November 2019.

**2019 JSPS Postdoctoral Fellowship for Research in Japan**

LE/LB 01/19

Please note that this scheme is offered by JSPS and is subject to their terms and conditions. Applicants should read through all the information offered on the JSPS website before applying to ensure they fully understand the terms of the award. Please visit: <http://www.jsps.go.jp/english/e-fellow/index.html>

## 2. Timing and Assessment Criteria

### Opening and Closing Dates

Round	Opening Date	Closing Date
2019	22 January 2019	13 March 2019 (15:00 UK time)

**Results available:** Successful candidates will be informed by JSPS Tokyo Headquarters directly, approximately 5 months after the closing date. Please note that individual requests for selection results and feedback on applications are not accepted by JSPS.

### Assessment Criteria

Successful applications should be strong in all respects but the assessment panel will give consideration to:

- **Applicant**  
The suitability of the individual for the fellowship and their potential to develop an independent research career: consideration of their track record commensurate with their actual research experience to date, including past achievements, research career to date, publication record, awards, datasets held in repositories, software, keynote lectures and current and previous grants; how the individual intends to use the fellowship to further their research career.
- **Research Proposal**  
The importance and scientific merit of the proposed research and the clarity, quality and originality of the proposed project and likely contribution to the research field and whether the research plan is clearly defined and feasible.
- **Host organisation/Co-Applicant**  
The suitability and strength of the Japan-based host researcher including their track record in the area of proposed research as well as in supervising and mentoring early career researchers.  
  
The suitability and strength of the Japan host department and/or institution for the proposed research i.e. access to appropriate expertise/networks/equipment/facilities/resources and space during the award period.
- **Mutual benefit**  
The likelihood there will be mutual benefit from the collaboration for the Japan and UK science base.

### Review Process

The Royal Society is an overseas nominating authority for this scheme, which is funded entirely by JSPS. In this capacity the Royal Society nominates a designated number of candidates each year.

Applications are initially reviewed by panel members of the Royal Society with the most appropriate scientific expertise. Following this a shortlist is drawn up which is sent to JSPS for a final decision. Applicants will be notified of the result by JSPS.

Please be assured that anyone involved in reviewing applications will be specifically requested to consider them in confidence

### 3. Eligibility Details

- Applicants must hold a doctorate degree when the Fellowship goes into effect, which must have been received within six years prior to 1 April 2019 (i.e. awarded on or after 2 April 2013).
- Scientists in the final year of their PhD can submit an application. If successful, the award will only be given subject to the confirmation of the successful completion of his/her PhD at the time when the award is taken up. A copy of the original PhD certificate must be submitted to JSPS Tokyo one week before departure or no later than 22 November 2019, whichever is sooner. There can be no exceptions to this rule and if the candidate fails to comply, the fellowship will be automatically cancelled. The candidate should be confident they can comply before applying for this fellowship.
- All activities must be within the Royal Society's remit of natural sciences, which includes but is not limited to biological research, chemistry, engineering, mathematics and physics. For a full list, please see <https://royalsociety.org/grants-schemes-awards/grants/subject-groups/>. The Royal Society does not cover clinical medicine (such as patient orientated research and clinical trials), social sciences or humanities.
- Applications will only be considered for bilateral (UK-Japan) projects.
- Applicants must be UK or EU citizens resident in the UK.
- It is the responsibility of the candidate to arrange in advance a structured research plan for their stay in Japan with their host researcher. Host researchers in Japan must be employed full-time at an institution of one of the types listed below:
  1. Universities and inter-university research institutes
  2. Ministry of Education, Culture, Sports, Science and Technology (MEXT) affiliated institutions engaged in research
  3. Colleges of technology
  4. Institutions designated by the Minister of MEXT

Under certain circumstances a researcher 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).

- UK scientists who have held a PhD degree for a period of more than six years or have substantial professional experience may apply for the JSPS's Invitation Fellowship Program for Research in Japan (Long Term). Please note that the Japanese host must submit the application on behalf of the UK applicant to JSPS.
- Those who have previously been awarded a fellowship under the JSPS Postdoctoral Fellowship for Research in Japan (excluding the Postdoctoral Fellowship for Research in Japan (Short Term and the Summer Programme) are not eligible.
- Medical Doctors (i.e. MD holders) without a PhD degree are not eligible.

#### Departmental Support

- The following individuals must be included in the application:
  - The **applicant's** Head of Department

- The **co-applicant's** Head of Department

### **Nominated References**

- The following individuals must be included in the application:
  - The **applicant's** Nominated Reference
  - The **co-applicant's** Nominated Reference
- Two nominated referees are required to provide relevant statements for your application. These two referees should be able to provide unbiased comment on the field of research and on the applicant and/or the Co-applicant. At least one of the nominated referees must be a **UK-based researcher**.
- Your named Head of Department cannot be listed as a nominated referee

**NOTE:** if either the UK applicant or overseas applicant is the Head of Department, then details of the individual to whom they report to must be supplied instead, i.e. Head of School/Head of Faculty/Dean

## **4. Application Guidance Notes**

### **Using Flexi-Grant®**

Applications can only be submitted online using the Royal Society's Grants and Awards management system (Flexi-Grant®) via <https://grants.royalsociety.org>. Support, FAQs and troubleshooting can be found via <http://royalsocietyapplicantsupport.fluenttechnology.com/support/home>. If you have not previously used Flexi-Grant®, please follow the registration process from the Flexi-Grant® homepage. **Paper-based applications will not be accepted.**

Before completing the online form, all applicants should check that they comply with the eligibility requirements and ensure all necessary information is presented in the application. These requirements are strictly adhered to and applications without all the necessary information, or evidence to show the assessment criteria are met, will be rejected.

**ORCID identifier:** All applicants applying to the Royal Society will be required to obtain an ORCID (Open Researcher and Contributor ID) identifier before they can commence their application. ORCID maintains a registry of unique researcher identifiers and a transparent method of linking research funding, research publications, research data and any other research outputs to these unique identifiers. You can register for an ORCID identifier via <https://orcid.org/register>.

Further information about the Grants and Awards Management system can be found via <https://royalsociety.org/grants-schemes-awards/grants/flexi-grant/>.

### **Inviting Participants**

All applications must be commenced by the UK applicant. The overseas partner will be considered as the co-applicant. The required participants (i.e. co-applicant and Heads of Department) can be invited through the Participants tab displayed on the Application Form Summary page. Under this section, please select 'invite' and enter the e-mail address of the participant and send the invitation. Once the recipient has accepted your invitation, their status will be displayed as 'active'. Upon completion of their section of the application form, their status will be displayed as 'complete'. You will not be able to submit your application form until the status of all participants' shows 'complete'. You can monitor the progress of your participant's activity through this section of the application form, and issue reminders as required. **Once participants have completed all their sections of the application form, please remind them to select**

**‘Save & Submit’ on the application form page or select ‘Submit your contribution’ on the summary page.**

### **Departmental Support**

- The UK Host Organisation approver must approve the completed application by the submission deadline.
- The following individuals must be listed under the Participants tab:
  - The **applicant’s** Head of Department
  - The **co-applicant’s** Head of Department
- It is recommended that the Departmental Support Statements should be completed at least **5 working days** before the submission deadline to ensure there is sufficient time for organisational approval.

### **Nominated References**

- Under the participants tab displayed on the application form summary page, please enter the e-mail address of the Nominated Referees who you wish to invite to provide the relevant statements.
- The following individuals must be listed under the participants tab
  - The **applicant’s** Nominated Reference
  - The **co-applicant’s** Nominated Reference
- It is recommended that the Nominated References are to be completed at least **5 working days** before the submission deadline to ensure there is sufficient time to submit the application for organisational approval.

**It is the applicant’s responsibility to liaise with the UK Host Organisation’s Approver and Heads of Department to ensure that the required tasks are completed by the deadline. Please contact the Royal Society before the deadline if there is any issue. Alternatively, UK Host Organisation’s Approver and Heads of Department can contact us directly. The Royal Society will not be held responsible for emails that are not received due to address errors or spam filters and no provision is made for non-receipt of emails sent by the Royal Society.**

### **Re-opening the Application form to Participants**

On the occasion that an invited participant accidentally submits their section of the application form prematurely, the lead applicant has the ability to re-open the application form for the participant. To do this, the lead applicant should return to the Participant tab on the application form summary page. You will find a ‘re-open’ button alongside the name of any participant who has completed their section of the form. Once you click this button, the form is reactivated and available for participants to amend.

### **Research Support Role**

The Research Support role displayed under the participants tab is an optional role, which allows you to invite an individual from the relevant UK Host Organisation research support team to review and amend the application prior to submission. The primary purpose is to ensure that the requested finances have been recorded correctly for this specific grant programme. As this is an optional role, it will not affect your ability to submit your application for approval.

Further guidance and support can be found through the [applicant and approver knowledge base](#).

## Completing the application form

The application can be completed by using the navigation tabs on the application summary page, with each page categorised as follows:

**Page Summary**  
**Contact Details (UK-based applicant)**  
**Applicant Career Summary (UK-based applicant)**  
**Co-applicant Overseas Career Summary (Japan-based applicant)**  
**Research Proposal**  
**Use of Animals in Research**  
**Applicant Declaration**  
**Head of Department Support (of the UK-based applicant)**  
**Head of Department Overseas Support (of the Japan-based applicant)**  
**Nominated Reference Support 1**  
**Nominated Reference Support 2**

A full list of question fields to be completed as part of the application can be found in the following pages.

**Please note that questions with \* are mandatory fields, which is typically the majority of questions. You will only be able to submit your application for approval by the Host Organisation once all sections of the application form have been marked as complete, and your participants have marked their work as complete (please check the status of participants under the participants tab on the application form summary page). Late applications will not be accepted.**

In the following table each box represents a page of the application form; the left-hand column contains the questions within each of these pages as set out in the form; the right-hand column contains useful guidance on its completion.

**Please read these guidance notes carefully as you complete the form.**

<b>Page Summary</b>	
Summary table	<p>The summary page of the application form provides instructions for submission of your application for approval from the UK Host Organisation. In addition you are provided with an overview for each section of your application form, the approximate length of time it will take to complete each section.</p> <p>The summary page also allows applicants to manage and invite participants (e.g. co-applicant, Heads of Department and Research Support (optional)) who will partake in the application form. Instructions for inviting participants can be found under the 'Participants' tab on the application summary page.</p> <p><b>Note:</b> you will only be able to submit your application for approval by the UK Host Organisation once all sections of the application form <u>and</u> participants' status are completed.</p>
<b>1. Contact Details</b>	
Title, Names, address,	Review and complete your <b>personal details</b> accurately. Errors in this section can cause difficulties in processing your application.

organisation and country *	<p>Under this section, you should edit the <b>contact type</b> of the participants who will partake in your application form. The system default contact type is set as 'collaborator'. Please amend the contact type of your Head of Department by clicking on 'edit', and under the contact type field, select the 'Head of Department'.</p> <p><b>Organisation:</b> this table will automatically display details of the intended UK Host Organisation '<b>marked by a tick</b>' which you selected previously. This is where the award will be administered, which may differ from your current organisation</p>
Email address *	This field defaults to the account in which the application has commenced, and is where all correspondence pertaining to the application throughout the application process, and in the event of the application being successful, will be sent.

<b>2. Applicant Career Summary and 3. Co-applicant Overseas Career Summary</b>	
Full name *	Please enter your full name, including title below. <b>(Co-applicant only)</b>
Title of Current Position *	Please state the title of your current position. (20 words max.)
Current Employer *	Please enter the official organisation name of your current employer.
Current Department*	Please enter details of your current department name (e.g. Department of Astrophysics).
Country	Please select the country where your current employer is based. <b>(Co-applicant only)</b>
Current Position Start Date *	Please enter the date when your current position started.
Current Position end Date *	Please enter the date when your current position is expected to finish. If you are on a permanent contract please enter <b>31 December 2050</b> as your end date.
PhD Award Date *	Please enter the date that you were awarded your PhD. If you have not received your PhD, please enter your expected completion date. If you do not hold a PhD please enter 00/00/0000.
PhD Institution *	State the name of the institution where you were awarded or are completing your PhD. <b>(Applicant only)</b>
PhD Country *	Please state the country in which you were awarded or will be awarded your PhD. <b>(Applicant only)</b>
Applicant Qualifications *	<p>Please list all your qualifications in reverse chronological order, including current status if you are a PhD student. i.e. Name of University, Location, Degree, Field, Completion Date (Month, Year)</p> <p><b>Note:</b> Please retrieve your qualifications from ORCID or list all your qualifications in reverse chronological order.</p>
Applicant Career History *	<p>Please list all of your appointments since your PhD and the dates in reverse chronological order, including current position, stating if part-time (and percentage part-time) when necessary. i.e. Name of Institution, Location, Position, From – To (Month, Year)</p> <p><b>Note:</b> Please retrieve your career history from ORCID or list all your posts and the dates in reverse chronological order.</p>
Awards *	Please provide information on any other relevant achievements or awards. Please provide information on awards in the following format: Title, Organisation, Year.

	Please also provide information on research achievements and results. <b>(Applicant only)</b>
List your key and/ or relevant publications *	Please provide details of authors, titles and references of your best publications in refereed journals, in reverse chronological order. You should choose not only the best but also those most relevant to the application to support your case.  Please provide up to <b>five</b> of your best publications. You can include peer-reviewed studies that have been accepted for publication and in the pre-publication stage.  <b>Note:</b> Please retrieve your key publication from ORCID or list your publication in reverse chronological order.
Research Funding *	Please list all your current and previous research funding in reverse chronological order. If applicable please include JSPS Fellowship(s) you were granted in the past (i.e. JSPS Postdoctoral Fellowship Short-term, Strategic or Summer Program). Please include the Fiscal Year and the ID number. Please also include the names of other Fellowship(s) for which you are applying to.
Field of Specialisation *	Please enter details of your field(s) of specialisation.
Subject Group *	Please select the subject group that most closely reflects your area of research from the drop-down menu below.
Summary of Your Current Research *	Please provide an outline summary of your present research. Please also include a brief comment on the strength of your organisations. <i>(200 words max.)</i>
Please specify your language proficiency (to include reading, writing and speaking). *	Please include your language proficiency for reading, writing, <b>understanding</b> , speaking for the following languages on a scale of 5 (native/ bilingual proficiency) to 1 (no proficiency): <ul style="list-style-type: none"> <li>• English</li> <li>• Japanese</li> </ul> <b>(Applicant only)</b>
Please provide details of previous international visits, including the purpose of the visit*	Please only include details of visits to Japan. Please provide the details of the city, dates (month, year to month, year) and purpose of the stay. <b>(Applicant only)</b>

<b>4. Research Proposal</b>	
Project Title *	Please give the full title of your proposed project. <i>(20 words max, 100 Characters including spaces max)</i>
Start Date *	Please enter the proposed start date of the project. The fellowship must start between of 1 September 2019 – 30 November 2019.
End Date *	Please enter the proposed end date of the project. This must be 12 - 24 full months from the start date.
Subject Group *	Please select the subject group that most closely defines the research area of the research proposal from the drop-down menu.
Subject Area *	Please select one or more subject areas that most clearly defines the research area of the research proposal from the subject sub-category list.
Research Aims *	Please state your scientific aims. <i>(250 words max.)</i>
Lay Summary *	Please provide a lay summary of your proposed project. This should be understandable by a layperson. Explain why you have chosen to work in this subject



	area and what it is about your proposed research that you find particularly exciting, interesting or important. Please also explain the potential impact or wider benefits to society of your research. <i>(250 words max.)</i>
Research Proposal *	Please provide details of your research proposal. Your proposal should include: <ul style="list-style-type: none"> <li>(a) Background of proposed research plan</li> <li>(b) Purpose of proposed research</li> <li>(c) Proposed plan</li> <li>(d) Expected results and impacts.</li> </ul> <i>(500 words max.)</i>
Outline of Data Management and Data Sharing *	If the proposed research will generate data that is of significant value to the research community, then please provide details of your data management and sharing plan. <i>(200 words max.)</i> <p>The Society supports science as an open enterprise, and is committed to ensuring that data outputs from research supported by the Society are made publically available in a managed and responsible manner, with as few restrictions as possible. Data outputs should be deposited in an appropriate, recognised, publically available repository, so that others can verify and build upon the data, which is of public interest.</p> <p>The Society does not dictate a set format for data management and sharing plans. Where they are required, applicants should structure their plan in a manner most appropriate to the proposed research. The information submitted in plans should focus specifically on how the data outputs will be managed and shared, detailing the repositories where data will be deposited. In considering your approach for data management and sharing, applicants should consider the following:</p> <ul style="list-style-type: none"> <li>• What data outputs will be generated by the research that are of value to the public?</li> <li>• Where and when will you make the data available?</li> <li>• How will others be able to access the data?</li> <li>• If the data is of high public interest, how will it be made accessible not only for those in the same or linked field, but also to a wider public audience?</li> <li>• Specify whether any limits will be placed on the data to be shared, for example, for the purposes of safeguarding commercial interests, personal information, safety or security of the data.</li> <li>• How will datasets be preserved to ensure they are of long-term benefit?</li> </ul>
Benefits to individuals/institution *	Please describe clearly the planned outcomes and any potential benefits that will result from the proposed collaboration for you, the co-applicant and the respective organisations. <p>Please comment on the added value of the collaboration, and the intentions for sustaining the partnership in the longer term. <i>(200 words max.)</i></p>
Benefits to UK *	Describe any potential benefits to the UK, and UK research that will result from the proposed project. <i>(200 words max.)</i>
Benefits to Overseas Country*	Describe any potential benefits to the overseas country and/or country of origin that will result from the proposed project. <i>(200 words max.)</i>

## 5. Use of Animals in Research

The Royal Society is committed to supporting the development of alternative methods to reduce and/or replace the use of animals in research. Applicants proposing to use animals in their research must ensure that the use of animals falls within the regulations stipulated in the Animals (Scientific Procedures Act) 1986 and subsequent amendments. Additionally, applicants should continually be aware of developments in best practice, and adopt the principles of the 3Rs (<https://www.nc3rs.org.uk/the-3rs>) when designing and conducting experiments on animals.

As a funder of research, the Society takes its responsibilities towards the UK Animals (Scientific Procedures Act) 1986 seriously, and requires applicants to consider the questions below when preparing grant applications that include the use of animals.

Does your proposal involve the use of animals or animal tissue? *	Select 'Yes' or 'No'. If you have selected 'Yes' it is mandatory to complete all of the relevant questions on the Use of Animals in Research page.
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### Experimental Design Assistant

The Royal Society recommends that applicants use the [Experimental Design Assistant](#) (EDA), which is a free resource from the NC3Rs to support researchers in the planning of animal experiments. This will help to facilitate robust study design and reliable and reproducible findings.

The EDA helps applicants build a machine-readable diagram representing their experimental plan, following capture of their methodology, and allows the applicant to then generate a PDF report which provides a transparent description of the experimental design in a standardised format, which can be uploaded to the application form.

Please note: Applicants who choose to use the EDA, and subsequently uploads the EDA report to the application form, are advised to enter **see report** or **n/a** into any question fields within this section of the application form that have already been captured in the EDA report, to avoid any duplication.

## 6. Financial Details

Budget Table *	You are permitted to claim total costs for: <ul style="list-style-type: none"> <li>• A round-trip air ticket (based on JSPS regulations)</li> <li>• A monthly maintenance allowance of 362,000 yen</li> <li>• A settling-in allowance of 200,000 yen</li> <li>• Overseas travel accident and sickness insurance coverage, etc.</li> </ul>
Justification for Subsistence	Please fully justify your request for subsistence. Please provide justification for your request from the budget table (all headings).

## 7. Applicant Declaration \*

Please declare that:

- You do not have Japanese nationality/permanent residency. (If you are applying for or planning to obtain Japanese nationality/permanent residency, please note that the Fellowship will terminate on the day you acquire either of them.)
- I have not been received the Fellowship(s) of the following program(s) in the past. If you were awarded one or more of the following Fellowship(s) but did not accept it/them, you are eligible to apply.
  - a) JSPS Postdoctoral Fellowship for Research in Japan (Standard)

b) JSPS Postdoctoral Fellowship for Research in Japan (Pathway)

- Your research is not related to military affairs.

#### **8. Head of Departmental Support \* and 8. Head of Department Overseas Support \***

The applicant/co-applicant must invite both Heads of Department from the overseas and UK organisation to provide their support.

Please check which email address the Heads of Department would like to use, as they may already be registered on Flexi-Grant® and mistakes may lead to a delay in processing your application.

The Heads of Department are expected to supply their contact details and a statement of support.

#### **9. Applicant and Co-Applicant Nominated referee Support\***

You should invite two referees who can provide confidential references for your application, by following the instructions under the **participants tab** on the application form summary page. Please check with them that they are happy to provide the references, and inform them that they will be contacted by email and asked to provide references via the Flexi-Grant® system by **13 March 2019**.

The two nominated referees should be able to provide unbiased comment on the field of research and on the applicant and/or the Co-applicant. At least one of the nominated referees must be a UK-based researcher.

### **5. Other information & Enquires**

#### **Use of application data**

Please note that information within your application will be shared between the Royal Society and JSPS. Information is shared between the Royal Society and JSPS to allow JSPS to make final decision on the outcome.

#### **Contact Information**

Enquires about this Scheme can be made using the contact details below. Before contacting us, please check whether your question is answered by these scheme notes. If not, please email: [international.jps@royalsociety.org](mailto:international.jps@royalsociety.org) or call +44 (0) 207 451 2581.

Please quote your application reference number in all correspondence.