Guideline for Promotion of Grants-in-Aid for Scientific Research Applications and Research Activities

As part of our efforts in promoting more research activities, Kansai Gaidai University (hereinafter referred to as KGU) will take the following measures to increase the number of applications for the Grants-in-Aid for Scientific Research (hereinafter referred to as Kakenhi). Stipulated below is an implementation outline for the Incentive Grant-in-Aid for those faculty members who have applied for Kakenhi, as well as adjustment in research funds from Kansai Gaidai (hereinafter referred to as the KGU research funds) for those who have not applied for Kakenhi.

I. Incentive Grant-in-Aid

1. Applicable Faculty Members

   All KGU full-time faculty members (i.e. Sennin and Tokunin, including Shohei [overseas hired faculty members and fixed-term overseas hired faculty members]) faculty members are eligible for the incentive grant-in-aid. Part-time faculty members are not eligible.

2. Incentive Grant-in-Aid

   (1) Faculty members who have applied and have been successful with their applications for Kakenhi:
   Faculty members who have been selected to receive Kakenhi will be awarded with a commemorative gift and a “Special Research Grant” according to the category of their successful applications, as described below, by the President of the Board during the reception following the Graduation Ceremony.

   ① Grants-in-Aid for Scientific Research (B) 500,000 Yen
   ② Grants-in-Aid for Scientific Research (C) 400,000 Yen
   ③ Grants-in-Aid for Challenging Exploratory Research 400,000 Yen
   ④ Grants-in-Aid for Young Scientists (A, B) 400,000 Yen
   ⑤ Grants-in-Aid for Research Activity Start-Up 200,000 Yen

   Note: Special Research Grants count as a temporary income, and thus grants that do not exceed 500,000 Yen are non-taxable.

   (2) Faculty members who have applied but have not been selected:
   Faculty members who have applied but have not been selected to receive Kakenhi will receive the following increase in their KGU research funds, provided that they are willing to disclose the rank in their unsuccessful applications.
   It is at the discretion of each faculty member whether he/she will disclose the rank in his/her unsuccessful application. If the rank is not made available to KGU, he/she will not receive the increase.

   ① A rank 200,000 Yen increase
   ② B rank 100,000 Yen increase
   ③ C rank 50,000 Yen increase

3. Notes on Incentive Grant-in-Aid

   (1) When an application is made as a Co-Investigator (Kenkyu Buntansha) under the Principal Investigator (Kenkyu Daihyosha) of KGU:

   When a KGU faculty member applies for Kakenhi as a Co-Investigator of a research project team led by another KGU faculty member who acts as the Principal Investigator, regardless of the number of members in the research project, the Special Research Grants (as described in the section I) will be awarded to the Principal Investigator. (In the case that the Principal Investigator is not a KGU faculty member, arrangements for the Incentive Grant-in Aid will be made
as described in the section III-2.)

When a KGU faculty member applies for Kakenhi as a Co-Investigator, he/she will not be subjected to the adjustments in his/her KGU research funds described in the section II.

② When a faculty member has two or more approved Kakenhi applications, the Incentive Grant-in-Aid of the highest value will be awarded.

I. Adjustments in the KGU Research Funds for Faculty with No Kakenhi Application

1. Applicable Faculty Members

All KGU full-time faculty members with the status of Sennin or Tokunin are subject to adjustments in the KGU research funds. Shohei faculty members (overseas hired faculty members and fixed-term overseas hired faculty members) are eligible for the Incentive Grant-in-Aid but are not subject to adjustments in their KGU research funds.

2. Adjustments in the KGU Research Funds

Faculty members who have not applied for Kakenhi will be provided with the adjusted KGU research funds in the amount of 100,000 Yen per year (the same amount for all applicable faculty members regardless of whether they teach in a graduate program).

This stipulation will be completely implemented in Heisei 29/2017 (following the Heisei 28/2016 application), and during the period of transition, the following measures will be taken:

<table>
<thead>
<tr>
<th>YEAR</th>
<th>FACULTY IN CHARGE OF UNDERGRADUATE</th>
<th>FACULTY IN CHARGE OF GRADUATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>① Present</td>
<td>Heisei 24 / 2012 (if application submitted in 2011)</td>
<td>JPY400,000 + Incentive</td>
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<tr>
<td>② Transitional Period</td>
<td>Heisei 25 / 2013 (if application submitted in 2012)</td>
<td>Same as above</td>
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<td></td>
<td>Heisei 26 / 2014 (if application submitted in 2013)</td>
<td>Same as above</td>
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<tr>
<td></td>
<td>Heisei 27 / 2015 (if application submitted in 2014)</td>
<td>Same as above</td>
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<tr>
<td></td>
<td>Heisei 28 / 2016 (if application NOT submitted in 2015)</td>
<td>Deduction of JPY150,000, leaving JPY250,000</td>
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<tr>
<td>③ Complete Implementation of Adjustment Process</td>
<td>Heisei 29 / 2017 (if application NOT submitted in 2015 AND 2016)</td>
<td>Deduction of JPY150,000 from JPY250,000, leaving JPY100,000</td>
</tr>
<tr>
<td></td>
<td>Heisei 30 / 2018 (if application submitted in 2017)</td>
<td>JPY400,000 + Incentive</td>
</tr>
<tr>
<td></td>
<td>If application not submitted in 2017</td>
<td>JPY100,000</td>
</tr>
<tr>
<td></td>
<td>Heisei 31 / 2019 (if application submitted in 2017 but NOT submitted in 2018)</td>
<td>JPY100,000</td>
</tr>
</tbody>
</table>

Year Comparison Chart

<table>
<thead>
<tr>
<th>Japanese Year</th>
<th>Heisei 23</th>
<th>Heisei 24</th>
<th>Heisei 25</th>
<th>Heisei 26</th>
<th>Heisei 27</th>
<th>Heisei 28</th>
<th>Heisei 29</th>
<th>Heisei 30</th>
<th>Heisei 31</th>
</tr>
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III. Notes on Implementation of the Guideline

1. If a faculty member has an on-going Kakenhi project (either as the Principal Investigator or as a Co-Investigator), the adjustments in the KGU research funds do not apply even when he/she does not submit a new Kakenhi application.

2. When a KGU faculty member submits a Kakenhi application as a Co-Investigator (Kenkyu Buntansha) of a Kakenhi project by a non-KGU faculty member who acts as a Principal Investigator, the following arrangements will apply.

   (1) If their Kakenhi application is approved, the incentive grant-in-aid will not be awarded, but the adjustments in his/her KGU research funds will not be made, either, as this form of the Kakenhi application is deemed having satisfied the requirements for the adjustments.

   (2) If their Kakenhi application is not approved but the result of the review is made available to KGU, an increase in the KGU research fund applies, as described in the section I.

   (3) If a KGU faculty member does not submit a Kakenhi application as a Principal Investigator, he/she must do so as a Co-Investigator (Kenkyu Buntansha). A Kakenhi application as a Co-Investigator (Renkei Kenkyusha) or a Research Collaborator (Kenkyu Kyoryokusha) is not considered.

3. If a research period allotted to a faculty member is beyond the mandatory retirement age or his/her contract period, he/she may change his/her status to a part-time researcher of the Intercultural Research Institute (with no salary and on an Inin Keiyaku/委任契約 contract) after the requirement age or the contract period and may continue his/her research until the research period ends.

   In such an event, he/she is given the same access to the library of KGU and the university LAN system as KGU part-time faculty members are.

4. When a faculty member resigns from KGU and accepts a position as a part-time instructor, etc. at another university during the research period, administrative work in relation with his/her Kakenhi project should be handled by the other university. However, in case the other university does not handle administrative work for Kakenhi projects for their part-time faculty, the administrative work will be handled according to III-3.

5. When a faculty member is away from KGU for an extended period of time to perform research outside of the country, to participate in official business trips, due to illness or any other legitimate reason that may prevent the faculty member from being able to make a Kakenhi application, he/she may not be subjected to the adjustments in his/her KGU research funds (as described in section II). The President of KGU will review each case individually and decide whether or not this clause applies.

6. When a research project is accepted by a grant-in-aid program other than Kakenhi that has a review system equivalent to Kakenhi, the faculty member in charge of that project may not be subjected to the adjustment in his/her KGU research funds (as described in section II). However, as this kind of grant-in-aid program is not widely available, each case will be carefully reviewed and a decision will be made by the President of KGU.

7. When there is any issue, concern, etc. in relation to implementation of the guideline described herein, it will be addressed by the President of KGU in a spirit of the guideline.
IV. For Faculty Members from Non-academic Professional Backgrounds

Because faculty members who come from non-academic professional backgrounds in their individual field without an extensive amount of prior accomplishments in research may be at a disadvantage when making Kakenhi applications, the following countermeasures will be taken to allow such faculty members to have more experience in research.

1. Faculty members from professional backgrounds will be encouraged to use the transitional period (as described in section II-2) to their advantage to build up their list of accomplishments by submitting research papers to KGU’s Journals of Inquiry and Research, etc. In addition to research papers, these faculty members are also encouraged to report on their in-class activities.

2. Faculty members from professional backgrounds are encouraged to join as a Co-Investigator a research project led by an experienced faculty member to gain experiences in research activities and applications.

V. Implementation and Revisions to the Guideline

1. The implementation of the guideline described herein will begin in Heisei 25/2013. However, faculty members who already have approved Kakenhi projects in Heisei 24/2012 will receive a commemorative gift from the President of the Board as described in I-2.

2. Review of the Guideline
   The guideline described herein will be reviewed within two to three years after Heisei 29/2017 in which this guideline will be fully implemented.