

Q & A

Q&A information can also be found on the following website for research proposal solicitations. For content that draws frequent inquiries, we intend to update information as necessary.

<http://www.senryaku.jst.go.jp/teian.html>

For information on topics like operation of the Cross-ministerial R&D Management System (e-Rad), registering research institutions and researchers, and using the e-Rad system, please refer to the following website.

<http://www.e-rad.go.jp/>

○ **Enrolling in the educational program for research integrity**

Content of the educational program for research integrity

Q What content must be included in the educational program for research integrity that is conducted by affiliated institutions?

A Educational programs for research integrity are the responsibility of each research institution. JST does not specify the specific teaching material to be used in those programs.

(Reference)

According to the “Guidelines for Responding to Misconduct in Research Activities” (August 26, 2014, adopted by the Minister of Education, Culture, Sports, Sciences and Technology), which will be implemented from April 2015, research institutions are required to implement a structure for preventing misconduct, such as the installation of a Research Integrity Education Manager, and to conduct education at the institutional level. Further, the allocating institution is also required to confirm researcher enrollment in the institution’s research integrity education program.

Note however that the details in the above guidelines focus on misconduct in academic papers and does not cover bioethics and conflicts of interest, which are different topics. If you have any questions, please contact the JST Office of Research Integrity.

Japan Science and Technology Agency

Department of Audit and Legal Affairs, Research Integrity Division

E-mail : ken_kan@jst.go.jp

Program completion certification

Q Is it necessary to submit documentation certifying completion of an educational program for research integrity?

A No, submission is not necessary.

Declaring completion with the certificate completion number.

Q I have completed the condensed CITI Japan e-learning program, but where/how do I view the certificate completion number?

A To view the completion certificate, click the link for the completion certificate in the Completion Report column on the Main Menu. The Ref # printed to the right of the completion date is the certificate completion number.



Main Menu for the condensed CITI Japan e-learning program digest

2015/3/18

Completion Report

CITI Japan
Collaborative Institutional Training Initiative
CITI JAPAN PROGRAM

(CITI)

JST CREST申請用 カリキュラム 修了証
発行月日: 2015/03/18

受講者名: (ユーザID:)
所属機関: 独立行政法人科学技術振興機構(申請用)
Email:

責任ある研究行為ダイジェスト:

修了年月日 03/16/15 (Ref # 4979413) ←修了証番号

必須教材名	完了日	クイズ結果
責任ある研究行為ダイジェスト	03/16/15	4/5 (80%)

上記の教材は、世界保健機構(WHO)の世界臨床研究倫理教育センターが運営する**Collaborative Institutional Training Initiative (CITI)**によってグローバル性が確認されています。

この修了証はCITI Japanに参加している機関に所属している受講者に有効です。不正な情報提供や無許可でのEラーニングコース利用は、違法行為と見なされる場合があります。

NPO法人日米医学教育コンソーシアム

[戻る](#)

↑ Sample of certificate of completion-

Availability of an English-version condensed CITI Japan e-learning program

Q Since I have not taken the program offered by my institution, I am planning to enroll in the condensed CITI Japan e-learning program. What options are there if my native language is not Japanese, which makes taking the course in Japanese difficult?

A An English translation of the condensed CITI Japan e-learning program has been published and posted on the Invitation for Proposal website.

Regarding the deadline for completing the educational program for research integrity

Q I cannot complete the educational program for research integrity before the deadline for the application. Can I complete the program after the deadline?

A Completion of the educational program for research integrity is a prerequisite for applying. From this fiscal year, enrollment and completion of this program will not be permitted after the solicitation deadline.

○ **Matters related to both CREST, PRESTO and ACT-I**

Responding to the Fiscal year 2017 Call for Proposals

Q When submitting a research proposal, is the approval of the institution with which I am affiliated required?

A It is not required. However, if your proposal is selected, a research agreement will have to be signed by both JST and the research institutions with which you are affiliated, so please notify your research institution ahead of time, as necessary.

Use of color in research proposals

Q Is it possible to use color for text or figures in research proposals? Do evaluators include color quality as a factor in their assessment of research proposals?

A Evaluators do include color quality as a factor in their assessment of research proposals. However, proposals may be printed out from PDF files, so we ask that you take care to use figures and tables that are easy to read even at low resolutions.

Requirements for applicants

Q What is the status with regard to research proposal submissions by female researchers?

A Female researchers comprise 5-10 % (CREST), 10-20% (PRESTO) or 20% (ACT-I) of those applicants and selectees. In the hope of encouraging research proposal submissions from a broad spectrum of researchers, JST is actively trying to improve environment where researchers can give full play to their abilities. As a part of the activities, Strategic Basic Research Programs have special site regarding promotion of diversity. Data on selected female researcher is publicly available on this website.

Activities to promote diversity in CREST and PRESTO

<http://www.jst.go.jp/kisoken/crest/nadeshiko/index.html>

JST will continuously try to improve its programs and research environments in order to individual researcher can give full play to their ability and play active roles.

JST diversity website

<http://www.jst.go.jp/diversity/>

Direct Costs

Q Can I transfer funds to different budget categories?

A Yes, if you follow certain rules, transferring funds to other categories is flexible:

- Cases where transferring funds is possible without approval from JST

If the amount transferred in each category in that fiscal year does not exceed 50% of total direct costs (if it is less than 5 million yen, 5 million yen shall apply)

- Cases where approval from JST (Research Supervisor) is necessary

If the amount transferred in each category in that fiscal year exceeds 50% of total direct costs and is more than 5 million yen

Overhead Cost (Indirect Cost)

Q Is support for covering overhead cost (indirect cost) paid to all research institutions that sign a research agreement?

A In principle, an amount equal to 30% of research cost (direct cost) is paid to all research institutions that sign a research agreement. This amount is for covering overhead cost (indirect cost).

Q What types of expenditures count as overhead cost (indirect cost)?

A Overhead cost (indirect cost) includes expenditures for improving the research environment of researchers participating in a research project selected under the CREST or PRESTO programs, and moneys used by research institutions to cover expenditures required for enhancing their overall functions. Prime examples of overhead cost (indirect cost) provided in the “Common Policy on Accounting for Indirect Cost covered with Competitive Funding” (Ministerial and Agency Agreement on Competitive Funding of April 20, 2001/Revised May 29, 2014).

1) Management and administrative expenditures

- Provision, maintenance, and use of facilities and equipment
- Administrative expenses

Furnishings, supplies, equipment rental, outside services, personnel expenses, telecommunications and transportation, honorariums, domestic and international travel, meetings, printing, etc.

Other

2) Research expenditures

- Expenditures for goods, etc. used in common

Furnishings, supplies, equipment rental, outside services, telecommunications and transportation,

honorariums, domestic and international travel, meetings, printing, newspapers and magazines, utilities

– Expenditures necessary for advancing the research activities related to application of the funded research

Personnel expenses for researchers, research support staff, etc.; furnishings, supplies, equipment rental, outside services, telecommunications and transportation, honorariums, domestic and international travel, meetings, printing, newspapers and magazines, utilities

– Patent-related expenditures

– Expenditures for the provision, maintenance, and operation of research buildings

– Expenditures for the provision, maintenance, and operation of facilities for managing laboratory animals

– Expenditures for the provision, maintenance, and operation of facilities for interaction among researchers

– Expenditures for the provision, maintenance, and operation of facilities

– Expenditures for the provision, maintenance, and operation of networks

– Expenditures for the provision, maintenance, and operation of large-scale computing equipment (including supercomputers)

– Expenditures for the provision, maintenance, and operation of facilities for housing large-scale computing equipment

– Expenditures for the provision, maintenance, and operation of libraries

– Expenditures for the provision, maintenance, and operation of fields (agricultural, etc.)

Other

3) Other expenditures

– Expenditures related to activities for the further development of research results

– Expenditures related to public relations activities

Other

In addition to those examples provided above, other items that are necessary for improving the research and development environment of a researcher who has obtained competitive funding or that are necessary for improving the overall functions of research institutions may also be counted as overhead cost (indirect cost) if the head of the research institution determines that the incursion of such expenditures is necessary. These expenditures, however, do not include those that should be accounted for as direct cost.

Research institutions that receive funds to cover overhead cost (indirect cost) must appropriately manage their overhead cost (indirect cost) and properly retain, for a period of five years following the conclusion of the

contract research agreement, receipts and other documentation (*) evidencing the proper use of funds for covering overhead cost (indirect cost). Furthermore, the head of a research institution that has received funds to cover overhead cost (indirect cost) must report, on the designated form, each fiscal year's overhead cost (indirect cost) expenditures by June 30 of the following fiscal year through Research and Technology Management System common to ministries (e-Rad).

(*) As documentary evidence, documentation that incorporates overhead cost (indirect cost) covered by other competitive funds may also be used (It is not necessary to employ segment accounting to reflect multiple research agreements.)

For more details, refer to the directions separately established by JST for executing contract research agreements.

Use of Research Budgets

Q Is it possible to subcontract program preparation and other such work to external companies, etc.?

A If it is required as a matter of advancing research work, it is possible. However, there is a premise that such subcontracting of work to outside parties is based on subcontracting agreements that exclude research and development work. In principle, the subcontracting of research and development work is not permitted.

Personnel Transfers following Proposal Selection

Q If a Research Director (CREST) or an Individual Researcher (PRESTO or ACT-I) experiences a change of position (promotion, transfer to a different research institution, etc.) while conducting research, will the Research Director (CREST) or researcher (PRESTO or ACT-I) be permitted to continue research activities?

A As long as it is possible to continue research activities unhindered following the change of position, research activities may be continued. Having another person take over as Research Director(CREST) or Individual Researcher (PRESTO) as a result of a change of position, however, is not permitted.

Q If a research institution affiliation changes because of the personnel transfer, or other reason, as research is being conducted, is it possible to move research equipment, etc. purchased with research funds to the new research institution?

A Equipment, etc. purchased with funds accounted for as research costs (direct cost) must, in principle, be moved, via transfer of ownership, etc. to the new research institution in accordance with a research agreement.

About securing a research period up to the end of the fiscal year (undertaking research)

Q By when must we submit the report on research results?

A We have taken the following measures to enable you to conduct your research until the end of the fiscal year.

- Research organizations and researchers shall submit a project completion notice as an achievement immediately after project completion. JST inspects the completion and research achievement of the project.
- The deadline for submitting the “Actual Performance Report,” the report on research results for this fiscal year, will be May 31 of the next fiscal year.
- The deadline for submitting the “Actual Performance Report (and Settlement of Balance) for Contract Research” will be May 31 of the next fiscal year.

* Research institutions should keep in mind that the measures above have been made to enable research to be conducted until the very last day of the fiscal year; thus, they should make efforts to prepare whatever necessary by that time.

Other

Q Who is the Program Officer (PO) for the program? What roles does the PO perform?

A For the CREST, PRESTO and ACT-I programs, the Research Supervisor is the Program Officer (PO) designated for competitive funding systems. For information on the roles played by the Research Supervisor, refer to “2.1.1 CREST Overview”, “3.1.1 PRESTO Overview” and “4.1.1 ACI-T Overview”.

Q Please provide information on the research topics selected and applications submitted for the previous fiscal year.

A Refer to the JST website.

The 1st term : <http://www.jst.jp/pr/info/info1211/index.html>

The 2nd term : <http://www.jst.jp/pr/info/info1226/index.html>

Q What is the researcher number referred to in Form 1?

A It means an eight-digit number given to a piece of researcher information when the information is registered in e-Rad (Research and Development Management System common to ministries (<http://www.e-rad.go.jp/>)). See

10.4.1 for information on researcher information registration.

Q At present, I am affiliated with an overseas research institution and do not have a researcher number. What should I do?

A Personally apply for a researcher registration by mailing (postal mail) a completed Researcher Number Issuance Request Form, identification documentation, and other materials directly to the e-Rad system administrator. For more details, go to the e-Rad portal site, click on “For Researchers,” “Preparations for Using the System,” and “Researchers Not Affiliated with a Research Institution” and read the information provided.

Q I am not able to temporarily store my research proposal on the e-Rad system.

A Unless you fill in all items from (1) to (8) in “10.4.4 (3)”, you cannot temporarily store information. Modification of the input data is possible, so fill in all the items with temporary information first; then, temporary storage will become possible.

Q If the date of the interview conducted as part of the selection process is inconvenient, is it possible to have someone else be interviewed in my place. Alternatively, is it possible to set a different interview date?

A It is not possible to have someone else interviewed in your place. In addition, since, interview dates were set by coordinating the schedules of numerous evaluators, setting a different interview date is also not possible. Please check the interview period information shown in “1.3 Solicitation and Selection Schedule”. Interview schedules for individual research areas will be posted on the call-for-proposals website (<http://www.senryaku.jst.go.jp/teian-en.html>), so refer to it, as well.

○ **Matters regarding CREST**

Entering Research Costs in Proposals

Q Is it necessary to include in the research proposal: 1) The bases for recording research costs and 2) Yearly budgets?

A It is not necessary to include the bases for recording research costs, but do include an itemized research budget and the research budget for the entire research group in Research Proposal (Form 6). In addition, those selected for participation in the interview phase of the selection process will be asked to prepare supplementary materials

covering matters like details of research expenditures.

Research Organization and Budget Allocation

Q Please give examples of joint research group organizational approaches and joint research group budget allocations that are unacceptable.

A Unacceptable organizational approaches include (but are not limited to) ones in which: 1) The Research Directors does not play the central role in the research organization for pursuing the proposed research initiative; 2) A substantial portion of the research is subcontracted to an external party or parties; 3) The role and position of the Joint Research Group relative to the research initiative is unclear; and 3) The budget is allocated equally to the Joint Research Group without considering its role and position.

Q In the interview, is it possible to change the research project organization and total budget, which were included in the research proposal?

A Selections are based on the contents of research proposals, so please be very careful to create a research proposal that you will not want to change later. It should be noted, though, that at the time selections are to be made, changes can be requested in accordance with instructions from the Research Supervisor.

Applicant Requirements

Q Is it possible for non-full-time researchers (guest researchers, etc.) to submit research proposals? Also, is it possible for researchers scheduled to retire during the research period to submit proposals?

A Both are possible if you can establish your own research project organization at a domestic (located in Japan) research institution during the research period and it is possible for JST to enter into a contract research agreement with the research institution.

Research Team Organization

Q In submitting a CREST research proposal, is it possible to include in the research project organization – as a Lead Joint Researcher – an Individual Researcher who is currently performing PRESTO research?

A It is not possible for an Individual Researcher currently performing PRESTO research to participate as a CREST Lead Joint Researcher (excluding projects ending in FY2017).

Q Is it possible for multiple organizations to form one group? Is it necessary for groups to always be divided according to organization?

A If it is necessary for multiple institutions to undertake the same research topic, it is possible for multiple institutions to form one group. However, there may be cases in which groups will be required to divide into separate institutions when it is necessary to implement budgets for each institution separately when concluding agreements for contracted research after a research proposal has been approved. For details, please inquire after your proposal has been approved.

Research Facilities

Q What criteria will be used to determine whether the performance of research would be impractical if not done at a foreign institution?

A Examples of standards that it is anticipated will be used for determining whether research must be performed overseas include the following.

1. Required facilities did not exist in Japan and have been installed only at a foreign institution.
2. Field studies that can be performed only overseas are required.
3. Research materials can be obtained only at a foreign research institution or foreign location, and cannot be brought to Japan.

Research Cost

Q In entering the "Total Research Budget" (CREST Form 1) and "Budget Plan" (CREST Form 6) in the research proposal, should the amount include overhead cost (indirect cost) to be paid to the research institution if a contract research agreement is signed?

A Do not include overhead cost (indirect cost). Enter only direct cost information.

Q After a research proposal is selected, how should the allocation of research expenditures within the team be decided?

A Once a research proposal is selected, allocations of research expenditures within the team are determined based on the research plan prepared for every fiscal year. For more information on research plans, please refer to "5.2.1 Preparing a Research Plan" .

Q Please explain the policy objective underlying RAs (Research Assistants).

A Based on the following policy objectives, CREST recommends that RAs be paid salaries approximating living costs.

(1) Fifth Term Basic Plan for Science and Technology (January 22, 2016, Cabinet Decision)

To attract excellent students and working people in Japan and from overseas and increase financial support to graduate students, in particular those in Ph.D. courses (the latter half). Universities and public research organizations are requested to enlarge employment and improve treatment of students in Ph.D. courses (the latter half) as teaching assistants (TA) or research assistants (RA). The central government attempts to improve the fellowship program as well as promote approaches by its agencies. This is an attempt to soon achieve a goal of the Third and Fourth Basic Plans to “aim for about 20% of students in Ph.D. courses (the latter half) to receive a fellowship corresponding to their living expenses.”

“Fifth Term Basic Plan for Science and Technology”

(Outline)

<http://www8.cao.go.jp/cstp/kihonkeikaku/5gaiyo.pdf>

(Text)

<http://www8.cao.go.jp/cstp/kihonkeikaku/5honbun.pdf>

“Reforming graduate school education, which leads the future (summary of discussion)” (September 15, 2015, University Subcommittee, Central Education Council)

(Outline)

http://www.mext.go.jp/b_menu/shingi/chukyo/chukyo0/gijiroku/_icsFiles/afieldfile/2015/09/29/1362371_3_2_2.pdf

(Text)

http://www.mext.go.jp/b_menu/shingi/chukyo/chukyo0/gijiroku/_icsFiles/afieldfile/2015/09/29/1362371_3_1_2.pdf

Research agreement

Q Is the research agreement entered into by the research institutions with which Lead Joint Researchers are

affiliated a subcontract²⁰ via the research institution with which the Research Director is affiliated?

- A In this program, research agreements are not subcontracts. JST contracts separately with each of the research institutions with which the Research Director and Lead Joint Researchers are affiliated.

Research Evaluations

Q How is research evaluated and how will evaluations be used?

A In principle, CREST research projects undergo an:

- 1) Interim evaluation around three years after they begin, and a
- 2) Final evaluation at the end of the research period.

For more information, please refer to “5.2.7 Project Evaluations”. In addition, research areas are evaluated (“5.2.8 Research Area Evaluations” and follow-up evaluations take place after a certain amount of time has passed following the completion of the research period. All evaluation results are posted on the website.

Multiple Applications

Q Is it possible to make a CREST research proposal as a Research Director and participate in another research proposal as a Lead Joint Researcher?

A This is possible, but if both proposals come to be considered seriously for selection, research funding may be lowered or the researcher in question may be asked to participate in only one of the research projects, depending on factors like the details and scale of the research to be performed. It should be noted that having researchers swap roles as Research Director and Lead Joint Researcher and submitting multiple research proposals is not permitted. For more details, please refer to "Chapter 9 Limitations on the Overlap of Proposals within the Strategic Basic Research Programs”.

○ Matters regarding PRESTO

Requirements for Applicants

Q Does the PRESTO program have an age limit?

²⁰ “Subcontract” in the research contract means a way that JST concludes a research contract with a research institution with which the Research Director is affiliated and the said institution concludes another research contract with a research institution with which a joint researcher is affiliated.

A There is no particular age limit for submitting PRESTO research proposals. However, research is performed mainly by researchers in their 30s and it is hoped that PRESTO can help to boost the careers of such researchers.

Q May a student apply?

A Yes, he/she may. A requirement is, however, that the student begins full-time participation in PRESTO (end the status of being a student) by the end of March in the following year, if his/her proposal is adopted.

Q Is it possible for non-full-time researchers (guest researchers, etc.) to submit research proposals?

A The PRESTO program has no restrictions in terms of the institutional affiliations or positions of applicants. Whether an applicant is a full-time employee of a research institution or not, or paid or not, is not considered in the selection process.

Q Is it possible to submit a PRESTO research proposal and participate as a Lead Joint Researcher in a CREST research project?

A It is possible to submit a PRESTO research proposal. However, if the subject researcher is already participating as a Lead Joint Researcher in a CREST research project and his/her PRESTO research proposal comes under serious consideration for selection, or if both the subject researcher's PRESTO research proposal and a CREST research proposal for which the researcher would be a Lead Joint Researcher come under serious consideration for selection, adjustments – such as choosing either participation in the CREST research project or pursuing the PRESTO research project – would become necessary (excluding projects ending in FY2017). It is advisable, therefore, to consult well with the person who is or would be the CREST Research Director before submitting a PRESTO research proposal.

Q Can a Special Researcher at the Japan Society for the Promotion of Science apply to the PRESTO program?

A There are no restrictions on the applicant's position at the time of application. Researchers who are currently performing work under the system of an institution other than JST, or who will apply to do so, should ask that institution whether it is appropriate to perform work concurrently under its system and the PRESTO program.

Q The discussion in “3.2.4 Research Proposal Submission Requirements” says that, “For proposals to perform

research work at an overseas research institution, it must be possible for the subject research institution to enter into a research agreement with JST.”

What are the terms and conditions of the agreement that must be signed?

A Download a draft of JST’s designated research agreement

(<http://www.jst.go.jp/kisoken/presto/en/2017presto/intex.html>) and then have a person in charge of contracts at the research institution with which you are affiliated examine it to determine whether there are any points that may pose problems. Particular attention should be paid to the three points below.

1. Payments to a foreign research institution to cover overhead cost (indirect cost) shall not exceed 30% of direct cost (research cost).
2. The overseas research institution is required to transfer, free of charge, intellectual property rights to JST.
3. It must be possible to submit to JST English-language cost statements showing the details of research expenditures (equivalent to the account books used by Japanese institutions).

Research Period

Q Are there any calls for proposals for five-year research projects?

A For the current fiscal year, there are no calls for proposals for five-year research projects. As for the next and later fiscal years, please refer to the call for proposal descriptions for each fiscal year.

Research Cost

Q Is it necessary to include in the research proposal: 1) The bases for recording research costs and 2) Yearly budgets?

A It is not necessary. However, those selected for participation in the interview phase of the selection process will be asked to prepare supplementary materials covering matters like details of research expenditures.

Joint and Exclusive Appointments

Q What are the conditions for a researcher to receive a joint appointment?

A A joint appointment can be received if the researcher's research institution approves the researcher's request for a joint appointment. Regarding matters like time spent on joint appointments, please follow the research institution's provisions.

Requirements for Performing Research Work at an Overseas Research Institution

Q What are the requirements for performing research work at an overseas research institution?

A There are requirements including an approval of the Research Supervisor (Form 7) and conclusion of a research contract with conditions indicated by JST. Please refer to “3.2.4 (3) Requirements for Performing Research Work at an Overseas Research Institution” for details.

Employment of Researchers with Doctoral Degrees

Q Under the PRESTO program, is it possible to employ a researcher who has a doctoral degree (a postdoc)?

A Under the PRESTO program, it is not possible to create a research team including postdocs. However, postdocs can be employed as research assistants to support the efforts of an individual researcher pursuing PRESTO research.

Other

Q Is it possible to suspend and later resume PRESTO research in response to life events (childbirth, child care, and nursing care)?

A If a PRESTO Individual Researcher experiences of a life event during the research period, it is possible, upon consultation with the Research Supervisor, to suspend research work for periods of time designated for individual life events and later resume work.

Q Should personnel cost for PRESTO Individual Researcher with Exclusive Appointment expend from research expenditure? How much is the approximate cost?

A JST expend it separately from the research cost. It would be around 6 to 7 million yen per year.

Q What does it mean “when necessary a portion of research expenditures may be executed by JST”?

A In case there is expenditure such as inappropriate cost to contract like travel fee of PRESTO Individual Researcher with Exclusive Appointment who is an employee of JST, research cost which is difficult to expend at a research institution for the reason of the research institution or the researcher and so on, JST execute the research expenditure directly.

○ **Matters regarding ACT-I**

Requirements for Applicants

Q Does the ACT-I program have an age limit?

A We have put in place an age limit of under 35 years of age, as of April 1, 2017.

Q Can university students apply?

A Only post-graduate students can apply. However. They must meet the above age limit.

Q Is it possible for non-full-time researchers (guest researchers, etc.) to submit research proposals?

A The ACT-I program has no restrictions in terms of the institutional affiliations or positions of applicants. Whether an applicant is a full-time employee of a research institution or not, or paid or not, is not considered in the selection process.

Q I am a students in an adult and continuing education doctorate program. Can I apply as either a student or a researcher?

A You can apply as either. However, if you carry out your research at a university, the research contract will be done between JST and the university.

Q Is it possible to submit an ACT-I research proposal and participate as a Lead Joint Researcher in a CREST research project?

A It is possible to submit an ACT-I research proposal. However, if the subject researcher is already participating as a Lead Joint Researcher in a CREST research project and his/her ACT-I research proposal comes under serious consideration for selection, or if both the subject researcher's ACT-I research proposal and a CREST research proposal for which the researcher would be a Lead Joint Researcher come under serious consideration for selection, adjustments – such as choosing either participation in the CREST research project or pursuing the ACT-I research project – would become necessary (excluding projects ending in FY2017). It is advisable, therefore, to consult well with the person who is or would be the CREST Research Director before submitting an ACT-I research proposal.

Q I am currently a PRESTO researcher and is it still possible for me to apply to ACT-I?

A You cannot apply to ACT-I. However, this condition does not apply to those whose PRESTO research will be completed within FY2017.

Q Can a Special Researcher (PD, DC) at the Japan Society for the Promotion of Science apply to the ACT-I program?

A There are no restrictions on the applicant's position at the time of application. Researchers who are currently performing work under the system of an institution other than JST, or who will apply to do so, should ask that institution whether it is appropriate to perform work concurrently under its system and the ACT-I program.

---for your reference---

From the website of Japan Society for the Promotion of Science

About loosening restriction related to receiving research expenses other than Special Researcher Encouragement Expense for special researcher-DC (January 26, 2017)

http://www.jsps.go.jp/j-pd/pd_keiji.html#170126

Requirements for Performing Research Work at an Overseas Research Institution

Q What are the requirements for performing research work at an overseas research institution?

A There are requirements including an approval of the Research Supervisor (Form 7) and conclusion of a research contract with conditions indicated by JST. Please refer to “4.2.4 (3) Requirements for Performing Research Work at an Overseas Research Institution” for details.

Research Cost

Q Is it necessary to include in the research proposal: 1) The bases for recording research costs and 2) Yearly budgets?

A It is not necessary. However, those selected for participation in the interview phase of the selection process will be asked to prepare supplementary materials covering matters like details of research expenditures.

Details that Should be Included in the Project Description

Q Do I have to describe the project description for the acceleration phase in the research proposal?

A No, you do not. Please describe the project description for the first 18 months in the research proposal.

Execution of Research Expenses

Q Is it possible to pay the researchers' personnel costs from the ACT-I research expenses?

A It is not possible to pay the personnel costs for the Research Director (the Research Project Applicant) from the ACT-I research expenses. It is only possible to pay the working costs for the research assistants playing an auxiliary role.

Employment of Researchers with Doctoral Degrees

Q Under the ACT-I program, is it possible to employ a researcher who has a doctoral degree (a postdoc)?

A Under the ACT-I program, it is not possible to create a research team including postdocs. However, postdocs can be employed as research assistants to support the efforts of an individual researcher.

(Applications by Students) Acquisition of e-Rad Researcher IDs

Q I am a student. What should I do in order to obtain an e-Rad researcher ID?

A Firstly you must check whether or not the institution to which you belong can conclude a contract research agreement with JST. Ask the secretariat of your institution if it is possible for you to obtain an e-Rad ID as an affiliate of the institution, and if it is not possible for you to obtain one at the institution you belong to then either apply using the ID of your academic supervisor or go to the following webpages and follow the procedures for acquiring an ID as "b. a researcher not affiliated to a research institution," and apply on an individual basis. Apply using the method possible for the institution you are affiliated to.

See here for details about registration applications: <http://www.e-rad.go.jp/kenkyu/system/#b>

(Applications by Students) Preliminary Discussions with the Institution You are Affiliated to

Q I am a student. Is there anything that I have to discuss with the university I am affiliated to in the course of making the application?

A First of all, it is necessary that the institution to which you are affiliated needs to conclude a contract research agreement with JST. Please refer to the following web page to see the format for the contract research agreement:

<http://www.jst.go.jp/kisoken/contract/h28/h28s203keiya160601.pdf>

Furthermore, as stated in Special Clause 4 of Appendix 5, it is essential that an understanding is required between the institution and the students regarding the treatment of any discoveries etc. that are made. Furthermore, it is stipulated that the responsibility for the management or, should it arise, any misuse of research funds lies with not only with the students but also with their academic supervisors under the contract research agreement. Academic supervisors are required to submit a memorandum of confirmation giving their consent for the above, and you must submit the memorandum together with the research proposal.

The memorandum of confirmation can be downloaded from the following website. The research project applicant and his or her academic supervisor are requested to sign the document, save it in a PDF format and submit it together with the research proposal via e-Rad.

http://senryaku.jst.go.jp/teian/en/koubo/act-i_confirm_en.pdf

(Applications by Students) Continuation of ACT-I Research after Taking Up Employment

Q I am a student. If I become employed by a company etc. midway through my research can I continue with the ACT-I research?

A In order to continue pursuing your ACT-I research you need to obtain the consent of your place of employment for simultaneously carrying out the work of your employers and the ACT-I research. Moreover, in the event that the place where you conduct your research is your place of employment a contract research agreement has to be drawn up between your employers and JST. You can carry on with your ACT-I research on the condition that your employers consent to both these conditions.

(Applications by Students) Responsibility of Academic Supervisors

Q I am an academic supervisor. One of my students is considering applying for the ACT-I program and I would like to know to what extent academic supervisors are responsible for them.

A Under the contract research agreement between JST and the institution to which the student is affiliated, academic supervisors are held responsible for the management of contract research costs and any misuse of them.

Registration of students in e-Rad (with regard to application by students)

Q I am a student. How can I acquire a researcher ID for e-Rad?

A ① Confirm that the organization you are affiliated with can conclude contract research agreement with JST.

(There is another contract research agreement prescribed for the case in which a student is the main researcher.)

② Have the secretariat of the organization you are affiliated with confirm that it allows you to acquire a research ID for e-Rad. If not, consider methods acceptable to the organization, including the following:

(1) Use the ID of a guiding instructor for application.

Acquire a researcher ID as “a researcher not affiliated with any organization”

Q I am a student. A guiding instructor has approved for me to make a proposal to ACT-I and to sign a confirmation document. However, the university I attend does not approve for a student to possess a researcher ID for e-Rad, whether the student is affiliated with the university or not. Therefore, I am studying how to make a proposal using the ID of the guiding instructor. Are there any precautions concerning the submission of a proposal to e-Rad?

A1 When you use the ID of a guiding instructor for application, input information on yourself instead of information on the guiding instructor in [individual item] tab (JST makes various contacts with the proposer on the basis of the information). => See the figure below.

公募年度 / 公募名 2016年度 / H27CREST「××と△△」(総括名)

研究ID / 研究開発費番号(必須) /

代表者情報確認	共通項目	個別項目	応募時子資料	研究推進情報
応募-受入状況	添付ファイルの指定			

所属区分(必須) ☐ 国大 ☐ 公大 ☐ 私大 ☐ 国研 ☐ 独法 ☐ 公研 ☐ 特殊 ☐ 公益 ☐ 民間 ☐ その他

所属機関(必須)

所属部署(必須)

役職(必須)

連絡先区分(必須)

連絡先郵便番号(半角英数字)(必須)

連絡先住所(必須)

連絡先電話番号(半角英数字)(必須)

E-mailアドレス(半角英数字)(必須)

参加形態(必須)

[確認] 研究総括との利害関係はないか。(4)

例: ○○大学、○○研究機構 | 海外機関の場合は英語で表記してください。該当がない場合は「なし」と入力してください。

Input information on the student, not on the guiding instructor, when using the ID of the instructor for application.(JST directly contacts the student.)

A2 Definition of efforts in case of students is different from a usual definition (ratio of involvement time to the total work time per year). The former means the “ratio of time spent on ACT-I research to weekly 40 hours.” Follow this definition for input in the proposal. However, input of an intact efforts value of the proposal in e-Rad imposes pressure on the ratio of guiding instructor’s efforts on e-Rad to possibly influence on managing instructors’ efforts by the university. Properly make adjustment in such a case, such as inputting the smallest possible value (1%) in e-Rad. => See the figure below.

The screenshot shows the '応募情報修正' (Edit Application Information) page. The '研究組織情報' (Research Group Information) tab is highlighted with a red box. The form includes fields for '公募年度 / 公募名' (2016年度 / H27CREST「*」と△△」(研究名)), '課題ID / 研究開発課題名(必須)' (16005222 /), and a table for '代表者情報確認' (Confirmation of Representative Information) with columns for '応募・受入状況' (Application/Admission Status), '共通項目' (Common Items), '個別項目' (Individual Items), and '応募時予算' (Budget at Application). The '研究組織情報' tab is currently selected, showing instructions for entering research group member information and a checkbox for '研究組織メンバーへの公開(必須)' (Disclosure to Research Group Members (Required)).

When a student uses the ID of a guiding instructor for application, use 1%, for convenience, as efforts ratio to minimize the influence on guiding instructor’s actual efforts.

(Input the student’s actual efforts in the text of a proposal document.)

The screenshot shows the '研究組織情報' (Research Group Information) table. The table has columns for '選択' (Selection), '研究者検索' (Researcher Search), '最新情報への更新' (Update to Latest Information), '役割' (Role), '研究番号' (Research Number), '氏名(漢字)' (Name in Kanji), '氏名(カナ)' (Name in Kana), '研究機関' (Research Institution), '部署' (Department), '学段' (Degree), '学位' (Degree), '役割分担' (Role Division), '間接経費(千円)※4' (Indirect Costs (1000 Yen) ※4), 'エフォート(%)' (Effort (%)), and '配属・編集権限' (Assignment/Editing Rights). The table contains one row with the following data: '10000142', '独立行政法人科学技術振興機構', '基礎研 市ヶ谷', '研究部', 'なし', '0', '0', and '研究代表者'. The 'エフォート(%)' column is highlighted in red.

Intellectual property right related to inventions by students (a matter related to applications by students)

Q I am in charge of contracts for a research organization. A student of this university is considering a proposal to ACT-I. The university has a stipulation in place that the intellectual property right related to invention by a student belongs to the student him/herself, which makes it impossible for the right to belong to the university. On the other hand, the contract research agreement (special provision 4) of JST states that “a contract research organization takes measures for the intellectual property right related to contract research achievement to belong to the contract research organization.” The provision does not agree with the stipulation by the university. Is the student of this university not allowed to make a proposal to ACT-I in such a situation?

A ACT-I believes that an intellectual property right for invention by a student researcher not employed by a university belongs to the university in principle. However, it is possible for the intellectual property right to belong to the student in case the university has such a rule that an intellectual property right related to research achievement in ACT-I must belong to the student. It is possible also for the student to apply a proposal to ACT-I. In that case, however, the student needs to submit a “confirmation document” of agreement to (1) and (2) below in addition to provisions of agreement in an ordinary “confirmation document.” A confirmation document for such a case (a special form) is prepared separately. Contact rp-infor@jst.go.jp to ask for the special form.

- (1) A student has the same obligations as those of OTSU (B) in articles 2-7 of “intellectual property provisions” of contract research agreement, separate prescription 4, when an intellectual property right related to invention obtained as research achievement in ACT-I belongs to the student.
- (2) Considering universities’ recent thoughts of inventions by students while employed on a contract job, such as “About how to handle inventions at universities (Study Committee for Risk Management in Collaboration between Industry and University of Ministry of Education, Culture, Sports, Science and Technology).” There may be cases in the future in which an intellectual property right related to contract research achievement belongs to the research organization. An affiliated research organization complies with duties stipulated in “intellectual property provisions,” contract research agreement, separate prescription 4, when an intellectual property right belongs to the organization.

Other

Q Should personnel cost for ACT-I Individual Researcher with Exclusive Appointment expend from research expenditure?

A JST expend it separately from the research cost. Please note that no students will be employed by JST as an exclusive appointment researcher.

Q What does it mean “when necessary a portion of research expenditures may be executed by JST”?

A In case there is expenditure such as inappropriate cost to contract like travel fee of ACT-I Individual Researcher with Exclusive Appointment who is an employee of JST, research cost which is difficult to expend at a research institution for the reason of the research institution or the researcher and so on, JST execute the research expenditure directly.

Q I’m a foreign researcher pursuing my research inside of Japan, is communication capability in Japanese required for ACT-I?

A From the program purpose of ACT-I, research area meetings and others will be done in Japanese, so communication capability in Japanese is required. Research proposal documents and presentation slides are allowed in English, however oral presentation at interview needs to be in Japanese, and Q&A will have to be proceeded in Japanese to clarify Japanese language communication capability.

CREST/PRESTO/ACT-I

Please make sure to visit our Invitation for Research Proposals page for the latest updates and frequently asked questions:

<http://www.senryaku.jst.go.jp/teian-en.html>

Contact for Inquiries

Please submit inquiries by email (except for urgent inquiries).

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[Communication by e-mail may be requested even when a question is asked by telephone.]