

Childbirth, Child-raising, Nursing Care Support System FY2015 Application Guidelines

1. Objective and Purpose

As part of the program to promote gender equality, JST has implemented a Childbirth, Child-raising, Nursing Care Support System. This system aims at helping researchers (see item 3) continue their research when they encounter life events (i.e., childbirth, child-raising, nursing care). Additionally, should any of these events temporarily interrupt their research, this program aims at restoring their research careers as soon as they return to R&D.

2. Contents

When a life event occurs, we will supply the “Gender Equality Promotion Fee” for the Research Project after the application and screening.

- **Maximum Amount: 250 thousand yen per month**
- **Usage of fee: Expenses to contribute to promote the R&D of the applicant researcher or help in reducing his/her burden:**
 - ※ It must be used for R&D.
(e.g., employment of experiment assistants in the research institution, expenses for consumable supplies, or equipment to facilitate R&D)
- **Supporting Period: From the date of approval until the end of March 2016 (FY2015):**
 - ※ If the concluding date of the research project in which the applicant participates or the ending date of the employment contract comes before the date mentioned above, whichever comes first will become the ending date of the supporting period.
 - ※ When the reason for the life event ceases to exist, the supporting period will also end at that time.
 - ※ After the supporting period ends and continuous support is still necessary, you can reapply for the next fiscal year’s supporting offer.

3. Requirements of Applicants to Be Supported

Qualified applicants will satisfy the following two conditions:

- (1) A researcher working full-time hired (or scheduled to be hired) under the direct cost of the R&D funds of JST’s Research Project
 - (2) A researcher who is pregnant or who is performing as the main caretaker in raising preschool infant(s) or nursing care while continuing research activities simultaneously*
- ※ In the case of pregnancy, it is assumed that the researcher will return to and continue R&D projects after

giving birth.

4. Ineligible Cases

- * When the spouse is taking child care leave or is unemployed (implying that “the applicant is not the main caretaker in child-raising or nursing care” and therefore ineligible)
- * When the applicant is taking childcare leave or nursing care leave (implying that “the applicant is not continuing his/her research activities” and thus ineligible)

5. Application Procedures

- The following documents (all under (1), (2), (3) below) are necessary:

(1) Application Form

(2) Certificates Regarding Life Events

pregnancy and childbirth	Copy of Maternal and Child Health Handbook (cover)	
Child-raising	Copy of Maternal and Child Health Handbook (cover and pages of “Child’s Parents or Guardians” and “Certificate of Birth Registration”) or birth certificate, etc.	
Nursing care	At-home nursing care (using long-term care insurance)	Copy of certification of needed long-term care
	Hospitalization care	Medical certificate (describing medical condition and duration of therapy of person needing long-term care)

※ If there is a period when research activities are interrupted (for child-raising or nursing care, etc.), please submit documents verifying the period of leave.

(3) Documents that can prove the employment relationship between the research institution and the applicant, such as a copy of the employment contract, etc.

※ Please consult us when you are newly hired and have no employment certifications at the time of application. (Usually, we ask you to submit documents that verify your employment schedule, such as “Notice of Employment,” and replace it with a copy of the employment contract, once it is finalized.)

- How to Submit the Application

When submitting the application, please submit under the joint names of (1) the Applicant, (2) Lead Joint Researcher, and (3) Research Director of the Research Project.

- Deadline for Submission

Month Support Will Commence	Deadline for Submitting Application	Notes
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April	(Tues.) February 10	Procedures commencing in April are so intense that the deadline is set earlier.
May	(Wed.) March 25	
June	(Fri.) April 24	
July	(Mon.) May 25	
August	(Wed.) Jun 24	
September	(Fri.) July 24	
October	(Tues.) August 25	
November	(Thu.) September 24	
Dec.–Mar.	(Mon.) October 26	Please be aware that this deadline includes commencements (Jan. through Mar. 2016)

6. Screening

The contents of the application will be screened by JST. There may be cases when the applicant is requested to submit additional information.

7. After Support is Granted

- The Gender Equality Promotion Fee will be granted after contract procedures with R&D institutions are completed.
- Please contact us as soon as possible if any changes in the information (e.g., contact address) occur after submitting the application. As for long-term nursing care, we will confirm the cause of continuation every six months.
- Please submit the Usage Report within one month after the support period ends.
- JST may ask the Research Director and the Applicant (receiver of support) to reply to a questionnaire.

8. Other

- The results of the decision will be notified to the Research Director.
- Personal information included in the application will only be used for the purpose of conducting the necessary activities, and it will be strictly guarded based on the “Act on the Protection of Personal Information Held by Independent Administrative Agencies, etc.” and JST’s “Rules for Protecting Personal Information.”
- If any untrue statements in the application form become evident, the support will be terminated immediately and funds may need to be returned. Further, the applicant will lose the ability to apply/qualify for public research funds for a certain period of time based on “The Efforts Related to Preventing Misuse of Public Research Funds (a Common Guideline),” according to the Council for Science and Technology Policy, August 31, 2006.
- When the reason for the life event ceases to exist or if the applicant is obliged to resign, the

promotion fee will be handled according to a separate document (i.e. [Reference Material] “Handling of the Gender Equality Promotion Fee When There Are Remaining Amounts”).

9. For inquiries

Japan Science and Technology Agency (JST)

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Reference Material

Handling of the Gender Equality Promotion Fee When There Are Remaining Amounts

If there are remaining amounts in the Gender Equality Promotion Fee by the end of the supporting period (※), you are requested to return the remaining amount as a basic principle. However, if the remaining amount totals less than 20% of the amount granted, you can use it in your research by adding it to the main research budget. Should the case occur that you need to return the remaining amount, please inform us before the supporting period ends. Additionally, if you are adding the remaining amounts to the main research budget, please indicate accordingly in the Usage Report.

※ End of Supporting Period (Refer to “2. Contents”)

The end of the supporting period for this support will be the date of whichever comes first among the following:

- a. Fiscal year-end
- b. Ending date of the Research Project
- c. Resignation date of the applicant because of termination of employment contract
- d. The date that the reason for the life event ceases to exist for the applicant
- e. The date on which the applicant resigns during the employment contract period

Points to be aware of when the ending date falls earlier than the initially planned ending date of the support period:

(Presuming d. and e. of the End of Supporting Period above.)

If the ending date of the support period is earlier than initially planned, you are requested to return the remaining amount.

(1) Personnel Expenses (when employing research assistants)

- Until the end of the month when support period ends → possible
- After the ending month of the support period → not possible

※ If continuous personnel fees are necessary after the support period ends, please consider using monies other than the Gender Equality Promotion Fee.

(2) Commodities

- Expense after the support period ends → not possible

※ Please plan the acceptance inspection date for the ordered goods to end before the support period ends.

※ If the cost of goods is high and the said goods are already supplied, there may be cases when the cost could exceed the range in the Gender Equality Promotion Fee when the support period ends earlier. In that case, please handle the excessive cost by using funds other than the Gender Equality Promotion Fee.

