FY2020
FOREST* Program
Instructions for Preparing a Research Application

To make an application, the researcher ID must be registered on the e-Rad. Prior to submitting the application document, please make sure to remove the "pre-submission checklist."

(Note 1)   Please note that applications uploaded to the e-Rad containing deficiencies that make reviews difficult will not be accepted. "Deficiencies that make reviews difficult" include missing any of the application forms (especially Form 1: Cover of Research Application Document), garbled text that causes difficulty in reading, and significant omissions of items in the application. JST assumes no responsibility for any inadequacies in the application documents that occur before the deadline irrespective of acceptance or rejection of applications. Therefore, please be aware that JST will neither make any amendments to the application upon prior confirmation by the applicant nor request any amendments to the application prior to the deadline. In addition, it is not possible to withdraw the application on the e-Rad after the deadline.

(Note 2)   If the described information of the items common in both the e-Rad and the research application is different, the information in the research application will be considered correct.

* FOREST: Fusion Oriented REsearch for disruptive Science and Technology

Requirements for Completing Research Application (Forms)

A list of documents to be submitted is as follows. Please prepare a research application following the instructions for completing the research application forms on the following pages. Please be sure to use the forms for this fiscal year for your application.

Form No.	Document
Form 1	Cover of Research Application Document (1 page)
Form 2-1	Research Application Overview (2 pages or less)
Form 2-2	Applicant's Competence to Execute Research (2 pages or less)
Form 3-1	Research Plan (6 pages or less)
Form 3-2	Research Schedule (1 page)
Form 4	List of Achievements/ Research Representation History
Form 5	Information on Subsidies from Other Programs
Form 6	Protection of Human Rights and Compliance with Laws and Regulations
Form 7	Special Remarks (2 pages or less)

* File size should not exceed 3MB.

* For more information on how to submit research applications, please refer to "Chapter 5: How to Apply Using the Cross-ministerial R&D Management System (e-Rad)" in the Application Guidelines.

* To make an application, please be sure to read and understand "Chapter 4: Notes on Application"

FY2020 Application for FOREST Research Application

* Form 1 must be completed on one page of A4 paper (strictly observed).

You may delete italicized notes and others in this and other forms. When information entered in the e-Rad is different from that in the research application documents, the latter will be considered correct.

Research project title (about 20 characters)	** In case of the English title, please also include the Japanese title (about 20 characters).*
Name of applicant	
Affiliated institution, section, title	** Describe correctly without abbreviations, like "Graduate School, XX Department, Major in XX", "Specially Appointed Associate Professor", etc. Please note not to omit the graduate school notation.*
Ph.D. degree information and educational background	*Faculty of XX, XX University, 20XX* *XX Research Department Masters Course Major in XX, XX University Graduate School, 20XX* *(Instructor: Professor XX) [Name of the instructor is required]* *XX Research Department Ph.D. Major in XX, XX University Graduate School, 20XX* *(Instructor: Professor XX) [Name of the instructor is required]* *Ph.D. date: MM/DD/YYYY (X years since doctorate as of the date of application)* *Institution: XX University Graduate School Major in XX, Category: Dr. of XX*
Special remarks on PhD degree	*If any of the items (b), (c), or (d) in "2.1.9 Application Requirements (2) Requirements for Applicant: e." in the Application Guidelines apply, relevant details must be provided. Furthermore, if either of the items (c) or (d) apply, a copy of Mother and Child Handbook, Certificate of Certification of Needed Long-Term Care, etc. must be submitted separately.*

Research history and major awards (Main work history and research details)	*(Entry example: Name of the supporting professor is required)*
	Research history:
	Assistant Professor, Faculty of XX, XX University, 20XX to 20XX
	    Researched XX in Professor XX's laboratory
	Researcher, XX Research Institute, 20XX to 20XX
	    Engaged in XX research in Dr. XX's laboratory
	Major awards:
	    XX Award, 20XX
	        Citation: Excellent achievement in the research of XX

Information of applicant	URL: *[Please provide the URL of the website (researchmap, laboratory, etc.) that contains information on the applicant.]*
Total research budget	Total budget XX thousand yen (in which Phase 1 budget XX thousand yen) *(Do not include a decimal point. Please note that the units are in [thousands of yen]. Make sure it does not exceed the upper limit)*
Research location (location to be specified in the JST contract)	☐ Currently affiliated institution ☐ Other ( )

Research Application Overview

○ Overview

- *In Form 2-1, please provide the overview of the research application on **no more than two pages of A4 paper (strictly observed)** using characters of 10.5 points or more (If these instructions are not strictly adhered to, the research application may not be accepted). Please note that unlike Form 3-1 (Research Plan), you cannot cite the numbers assigned to the papers, etc. in the List of Achievements (Form 2-2 and Form 4).*

  In this Form, please provide brief descriptions focusing on the contents corresponding to the item "1. Background and Objectives" of the FOREST Form 3-1 (Research Plan), and keep the descriptions corresponding to the items 2. to 4. to a minimum just sufficient to assist understanding. The scientific and technical evaluation of the validity and feasibility of the research plan is conducted based mainly on the Form 3-1.

- *Please include diagrams and tables (in color allowed) as necessary to assist the evaluators' understanding.*

Applicant's Competence to Execute Research

· *In Form 2-2, please provide a list of principal papers on **no more than two pages of A4 paper (strictly observed)**. (If it is not strictly adhered to, the research application may not be accepted.)*
· *You may adjust font size and line spacing.*

1. Summary of principal papers and the contributions of the applicant (3 items or less)

· *Select and list no more than three principal papers of the applicant from the Form 4 (List of Achievements/Research Representations History) section "1. Principal papers, books, and other publications".*
· *List the published items in the reverse chronological order from the present to the past.*
· *Add sequential numbers at the beginning of each line.*
· *The following items of the paper should be included (in the case of books, follow the same guideline). The order of the items can be chosen freely.*

   [Items to be included]
   Title of the published paper, Publication, Volume/Page/Year of Publication, Name of the First Author, When the applicant is one of the co-authors (position number/total number of authors), name of the last author, (* Indicate the corresponding author with *)
     Example: Taro Science*, the Applicant (3/15), Hanako Sohatsu
     Example: the Applicant, Hanako Sohatsu*

· *Provide a brief description on the following regarding the research for each paper (describe under the descriptions of each paper). Also, please describe the contribution of the applicant in each case.*

   [Items to be included]
   What did the research reveal, what were the difficulties in conducting the research, and how were these difficulties overcome?

2. Supplementary Information/Appeal Points

· *Please provide any supplementary information or appealing points that you would like to make in promoting Fusion Oriented Research.*

Research Plan

- *Please describe in such a way that the evaluator can easily understand. For that purpose, please use diagrams and tables (in color allowed) as necessary.*
- *Please complete **Form 3-1 on no more than six pages of A4 paper (strictly observed)** using **characters of 10.5 points or more** (If these instructions are not strictly adhered to, the research application may not be accepted).*
- *In this Research Plan, please make sure that the relationship between the applicant's own achievements and the research application is clarified by appropriately citing the contents of the List of Achievements (Form 4) as necessary. The numbers assigned to the papers/books in the List of Achievements (Form 4) may be used for citation.*

(1) Research Background

As the applicant, based on your own researches to date, please explain the background and circumstances that led you to this Research Plan and the reason why you intend to implement it.

(2) Future Prospects

Please describe specifically how the outcomes of this Research Plan will contribute to the creation of "disruptive innovation" in the future, and the future prospects you are aiming for through the Fusion Oriented Research having in mind the content of "(1) Research Background" above.

(3) Research specifics to be challenged in the FOREST

Please explain specifically what kind of research themes you intend to challenge in this Research Plan and the importance of these themes. When describing the research method, please also state why you chose the method in comparison to the existing methods.

(4) Research Plan in Phase 1

Please describe the specific research items to be conducted in Phase 1 (three years from the start of the research) and how to proceed (including problems expected and their solutions in achieving the goals specified in the previous section) for each major research item. Please explain any preliminary findings/data that may be useful in conducting your research.
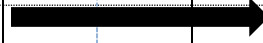
Research Schedule in Phase 1

** **Please complete Form 3-2 on one page of A4 paper (strictly observed).** (If it is not strictly adhered to, the research application may not be accepted).*

* Please describe the main Research Schedule for Phase 1 (3 years) using the following example as a reference.

* If there are multiple research items, please describe the schedule for each item as best you can.

* The position, length, and thickness of the arrows may be changed appropriately.

[Example]

Research Subject	FY2020	FY2021	FY2022	FY2023
1．**XX-related gene expression analysis**				
Identification of XX genes				
XX gene expression analysis				
2．**Development and verification of XX-model animals**				
Development of XX-model animals				
Verification of XX-model animals				
3．**XX imaging analysis**				
XX-related data acquisition				
XX software development				
Data analysis				
4．**Development of XX diagnostics methods**				
Clarification of XX correlation				
Development and verification of diagnostics methods				

List of Achievements/ Research Representation History

[Name of the applicant as it appears as the author of papers in English: (example) Taro Kagaku]

During the document screening, evaluators (FOREST PO, FOREST AD, external evaluators, etc.) may conduct searches of the papers database and confirm the details of your achievements. For that reason, please enter the [Name of the applicant as it appears as the author of papers in English] above correctly with the full name. You may, however, use an abbreviated form such as T. Kagaku when you state the author in the lists described later.

1. Primary papers, books, and other publications
·   *Please describe the important achievements of the papers, books, and other publications published in recent years, in the reverse-chronological order of the year of publication from the present to the past.*
·   *In the description, please put a sequential number at the beginning of each line. The number can be cited in the description of the Research Plan (Form 3-1).*
·   *The following items of the paper should be included (in the case of books, follow the same guideline). The order of the items can be chosen freely.*

   [Items to be included]
   Title of the published paper, Publication, Volume/Page/Year of Publication, Name of the First Author, When the applicant is one of the co-authors (position number/total number of authors), name of the author listed last, (* indicate the representative author with *)

2. Primary invited lectures and other speaking engagements
·   *Please describe the primary invited lectures given by the applicant in the reverse-chronological order of the year of presentation from the present to the past. (Only if such engagements were made.)*
·   *In the description, please put a sequential number at the beginning of each line.*

3. Primary awards history
·   *Please describe the primary awards history of the applicant in the reverse-chronological order of the year of presentation from the present to the past.*
·   *In the description, please write the award name (Minister of Education, Culture, Sports, Science and Technology awards, Nice Step Researcher Award, etc.) and put a sequential number at the beginning of each line.*

4. Ex-post evaluation of the research projects represented by the applicant in the competitive research funding programs, etc.

Please provide a list of the completed projects represented by the applicant for which the results of the ex-post evaluation have been published in the table below (limited to those published in FY2015 or later). If there is none applicable, please delete the table and indicate that it is not applicable.

No.	Program Name	Research Project Title (FY conducted)	URL of the web page where the results of ex-post evaluation are published ** If many applications other than your own are listed, please include the page number of your*

			application so that the evaluator can easily identify them.
1			
2			

Information on Subsidies from Other Programs

With regard to the national competitive funding program and other research grants (including those from private foundations and foreign organizations) that the applicant is currently receiving, applying for, or intends to apply for funding, please describe the title of the research project, the duration of the research, the role of the applicant, the amount of research funding that the applicant will receive, and the effort ratio for each research project. Please also refer to "2.1.9 Application Requirements" and "4.2 Measures against Unreasonable Duplication and Excessive Concentration" in the Application Guidelines.

[Example]

No	Program Name	Status	Research Project Title (Name of the Representative)	Research Duration	Role (Primary/Joint)	(1)Research Funds Received (Whole term) (2) 〃 (FY2020 plan) (3) 〃 (FY2019 actual)	FY2020 Effort (%)
-	FOREST	Applied	This application. Enter the effort ration in the cell to the right.				70
(1)	Scientific Research Grant (Fundamental Research C)	Awarded	XX (XX)	4/2018 – 3/2022	Primary	(1) 1,000K Yen (2) 500K Yen (3) 300K Yen	20
(2)	XX Foundation XX Research Grant	Applied	XX (XX)	9/2020 – 3/2022	Joint	(1) 900K Yen (2) 400K Yen (3) K Yen	-
(3)						(1) K Yen (2) K Yen (3) K Yen	

(Please describe as appropriate based on the actual situation.)

If no research funding is being received as a representative at the time of the application, please provide the actual research funding you have received as a representative in the past two years in order to confirm the applicant's requirement f. If you have been unable to apply for research funding in the past two years, please explain the reason.

* Please refer to "2.1.9 Application Requirements (2) Applicant's Requirements" in the Application Guidelines.

Program Name	Research Project Title	Research Duration	(1)Research Funds Received (Whole term) (2) 〃 (FY2019 actual) (3) 〃 (FY2018 actual)

		XX/20XX — XX/20XX	(1) 1,000K Yen (2) 500K Yen (3) 300K Yen

<Reasons for not having been able to apply for research funding in the past two years>

[Notes]

・   *If the information provided is not true, it may be revoked at a later date even if it is selected.*
・   *If you are subject to an interview-based review, you may be asked to submit an application, plan, etc. to other programs.*
・   *Please make sure to list a research project application of the FOREST program first, then the other research programs in the order of the larger amount of research funds you receive (for the whole term).*
・   *Please add a number of rows as necessary.*

[Notes for completion]

(1) *"Status" Please enter one of the followings.*
     - Awarded: A project for which funding is being received or determined to be received
     - Applied: A project for which funding has been applied or is planned to be applied
     With the exception of the FOREST project application, do not enter the effort % for the projects which are labelled as "Applied".
(2) *"Role" Please enter one of the followings.*
     -Primary: Receive research funding as a representative of the research project.
     -Joint: Receive research funding as someone other than a representative of the research project.
(3) *"Research Funds Received" Please enter the amount of research funds (by fiscal year and total amount) in thousands of yen in the following manner.*
     (a) A research project for which research funding is received as a representative
     The amount of research funding received by "the research team represented by the recipient (excluding joint research teams. When the recipient alone is the research team, then the recipient himself/herself)"
     (b) A research project for which research funding is received as someone other than a representative
     The amount of research funding received by "the research group to which the recipient belongs to as a representative of the participating group (When the recipient alone is the participating group, then the recipient himself/herself)"
(4) *"Effort"*
     Please enter "the ratio (%) of the time required for the implementation of each research project, taking the total work hours during the FOREST research implementation period (XX/2020 – 3/2021) as 100%, assuming you are selected for the FOREST program". Please do not enter "Effort" for the projects which are being applied or planned to be applied (those with "Applied" under Status).
     Also, please note that the total of the effort of the FOREST project application and the effort of other research projects in receipt of funding should not exceed 100%.

Protection of Human Rights and Compliance with Laws and Regulations

It is confirmed that this research plan has been formulated with an understanding of the laws, regulations, and guidelines to be complied with. It is also confirmed that the plan will be implemented in compliance with laws, regulations, and guidelines.

(Examples of the laws, regulations, and guidelines to be complied with)
- "Guidelines for Responding to Misconduct in Research" (Decreed by the Minister of Education, Culture, Sports, Science and Technology on August 26, 2014. Including subsequent amendments.)
- "Guidelines for the Management and Audit of Public Research Funds In Research Institutions (practice standards)" (Enforced on February 15, 2007 and revised on February 18, 2014 by the Minister of Education, Culture, Sports, Science and Technology. Including subsequent amendments.)
- Foreign Exchange and Foreign Trade Laws (Foreign Exchange Law), as well as laws, regulations, ordinances, notices, etc. prescribed by relevant ministry and agency, with regard to security trade control (countermeasures against technology leakages overseas), in order to ensure that the outcomes of leading-edge research do not get in the hands of those who may engage in activities of concern for military diversion, such as developers of weapons of mass destruction and terrorist groups.
- The laws and other regulations of the relevant countries, when conducting on-site research activities overseas (including the removal of biological resources) or joint research with foreign research institutions.
- Laws, regulations, ministerial ordinances, ethical guidelines, etc. established by relevant ministry and agency with regard to ensuring bioethics and safety in researches related to life sciences.

(Check the box below once confirmed)

☐ I have confirmed the above.

Special Remarks

*** Please complete Form 7 on no more than two pages of A4 paper. (If it is not strictly adhered to, the research application may not be accepted).**

〇 Investment by JST in the affiliated institution

Investment by JST: No

Investment by JST: Yes

[Notes for completion]

Please indicate whether or not the institution which the applicant is affiliated with falls under the category of an investee company of JST in accordance with the description in "2.2.3 Implementation of Conflict of Interest Management (2) Conflict of Interest Management by JST" of the Application Guidelines.

** For more information on the investee companies of JST, please refer to the following website. Please note that companies with terminated investments are not subject to Conflict of Interest Management and therefore do not need to declare.*

https://www.jst.go.jp/entre/result.html#M01

** The record date for declaration is the commencement date of the public calling. Please declare if the investment to the company by JST is public as of the record date. If the investment to the company has been determined but not yet made public, there is no need to declare owing to confidentiality within JST.*

For more information on the disclosures of the investments by JST, please refer to the following website.

https://www.jst.go.jp/entre/news.html

〇 (Only if applicable) Special remarks on the applicant's effort

If the applicant requires work time (effort) for special assignments and the like (specific intramural or internal office work, etc.), please describe the circumstances and reasons.

〇 Scheduled transfer and other special remarks

If the applicant is affiliated with a foreign institution at the time of the application, please describe a plan for transferring to a domestic institution after selection.