1. Aim

With the support of the MEXT Program for Promoting the Enhancement of Research Universities, the Research Administration Center offers the Research Abroad and Invitational Program for International Collaboration. The aim of the program is to promote international collaborative research at Tokyo Tech and enhance its international competitiveness in research by providing financial support for faculty members to conduct joint research at academic and industry organizations abroad, as well as to invite researchers from organizations abroad.

To further enhance Tokyo Tech research, the program primarily supports young researchers, long-term visits and invitations, activities leading to the acquisition of external funding or international joint publications, and activities initiating continuous collaborative research.

2. Program Classification

A) Support for Joint Research with Industry Organizations Abroad
B) Support for Joint Research with Universities and Public Research Organizations Abroad
C) Support for Joint Research with Invited Researchers from Universities and Public Research Organizations Abroad

3. Eligibility for Applicants

Applicants must satisfy the following requirements:
1) Be a full-time professor, associate professor, lecturer, or assistant professor of Tokyo Tech
2) Intend to conduct collaborative research with a university, research institution, industry organization, or other such organization based outside Japan

4. Period of Support

Friday, April 1, 2016 - Friday, March 24, 2017

Requested travel periods must end on or before March 24, 2016. However, for programs B-4 and C, the applicant may apply for a travel period ending on or after April 1, 2016 provided the applicant uses other funds (including operational grants, grants or endowments without specified use, expense to the collaborating organization, etc., but excluding personal expense) for the return trip and allowance for the term on and beyond April 1, 2017. In this case, the Research Abroad and Invitational Program for International Collaboration will provide support for the out-bound trip and allowance up to March 31, 2017.

As a general rule, the period of support should be used to conduct joint research or pre-collaboration meetings at the location of the collaborating organization or at Tokyo Tech.

If planning a research activity (including one-day business trips) outside of the location of the collaborating organization or Tokyo Tech, applicants must specify this in their application forms.

5. Financial Support

Travel funding for research abroad/invitations will be provided in accordance with relevant rules and regulations. Please refer to 8. Overview of Programs and the Guidelines for Recipients for the full details.

6. Application Procedures

1) Application Documents
   I. Application form
      Please submit Form 1 in Excel format.
      Please submit Form 2 in PDF format.
   II. Airline ticket quotes (estimates from the Internet are acceptable)
      In principle, the administrative staff of the program will book the airline tickets after selection. However, airline tickets which were already purchased may be accepted if the applicant specifies the purchase on the application and includes the relevant documentation (itinerary, price, etc.).
   III. Documentation of negotiations with the collaborating organization/researcher (emails or other correspondence)
   IV. If requesting business class airline tickets for an invitee, also submit the following:
      i. Written statement of reason for
requesting business class tickets
ii. Curriculum vitae of the invitee
iii. Documents certifying the affiliation and position of the invitee

2) Application Period
   I. Program A
      Applications accepted year-round
      (Submit at least one month before requested departure date)
   II. Programs B and C
      Monday, February 1, 2016 to Monday, February 29, 2016

*Applications for research abroad with both industry organizations and with universities or public research organizations in a single trip may only be accepted during the application period for Program B. Please submit the application forms for Programs A and B separately.

7. Review and Procedures After Acceptance

1) Reviews will be conducted separately for each program.
2) Results will be announced to all applicants from the administrative departments regardless of the review decisions. Results for program A will be announced approximately three weeks after submission of the application documents. Results for programs B, C, and applications including research abroad with both industry organizations (program A) and with universities or public research organizations (program B) in a single trip will be announced by the end of March 2016.
3) Travel details, including dates, institutions to visit, and research activities during the travel period, must be finalized one month ahead of departure for program A and two months ahead of departure for programs B and C.
4) Applicants will be required to submit a report after completion of the support period.

8. Overview of Programs

(A) Support for Joint Research with Industry Organizations Abroad
   Administrating Division: Industrial Cooperation Division, Research Promotion Department

Number of Recipients in FY2015: 3
Financial Support: Travel funding and allowance for stay

Important Notes:
- Applicants will be called for interviews.
- A member of the Office of Industry Liaison will accompany the applicant during travel if necessary.
- Applicants will be requested to submit a report on completion.
- Applications will be accepted throughout the year as long as funds are available. Closing of application acceptance will be announced on the Research Administration Center website.

(B) Support for Joint Research with Universities and Public Research Organizations Abroad
   Administrating Division: International Affairs Division, International Affairs Department

Destination must be a university or public research organization outside Japan. Applicants may visit more than one organization.

B-1
   Travel Period: Up to 7 days
   Financial Support: Travel funding
   Number of Recipients in FY2015: 3

Recipients must bear daily expenses during the travel period using other funds (including operational grants, grants or endowments without specified use, expense to the collaborating organization, etc., but excluding personal expense).

B-2
   Travel Period: In general, more than 7 days and less than one month, including at least 4 days of research activities at the collaborating organization
   Number of Recipients in FY2015: 6
   Financial Support: Travel funding and allowance for stay

B-3
   Travel Period: In general, between 1 to 6 months
   Number of Recipients in FY2015: About 2
   Financial Support: Travel funding and allowance for stay

B-4 Long-Term Research Abroad for Young Faculty
   Eligibility: Associate professors, lecturers, or assistant professors
Travel Period: Between 3 months to 1 year
Number of Recipients in FY2015: 3
Financial Support: Travel funding and allowance for stay

(C) Support for Joint Research with Invited Researchers from Universities and Public Research Organizations Abroad

Administrating Division: International Affairs Division, International Affairs Department

Invitation Period: In principle, the invitation period must include at least 10 days in Japan. The maximum invitation period is 3 months.
Number of Recipients in FY2015: 9
Financial Support: Travel funding and allowance for stay

Important Notes:
- The invitee must be affiliated with a university or public research organization outside Japan.
- If a selected application includes an invitee with a nationality or affiliation listed in the Foreign End User List of the Japanese Security Export Control System¹, appropriate internal procedures and approval by the Export Control Supervisor at Tokyo Tech will be required.
- The total period for activities at institutions outside Tokyo Tech must be no greater than 20% of the entire invitation period. Furthermore, the invitee’s period of stay in Japan, excluding the period for activities beyond the scope of the supported joint research, must be 10 days or more.

9. General Notes

1) The aim of this program is to support faculty members in conducting international joint research. Activities with educational aims are beyond the scope of this program.
2) Postdoctoral researchers and students are not eligible for support through this program.
3) For FY2015, multiple applications by a single applicant for the same program category B or C cannot be accepted. For programs B and C, only 1 application can be accepted per applicant during a single fiscal year. For program C, a single invitee can be accepted a maximum of 1 time, including cases where separate applicants apply with the same invitee.
4) In cases where an application includes more than one faculty member, each member must submit a separate application. Each applicant should specify in their application the other members, their role in the joint research, and their prospective contribution.
5) Major changes in the research schedule or changes of the invitee or organization to visit are not permitted after selection.
6) Reviews of applicants previously selected by this program will be conducted with consideration to accomplishing the previously supported joint research.
7) Selected applicants will be requested to cooperate with follow-up investigations, surveys, etc. on the progress of the joint research in subsequent years.
8) Consent from the prospective collaborating organization/researcher is required to apply.
9) If the applicant/invitee requires a visa, the applicant should take into consideration the time necessary to acquire a visa when preparing the application. Support for visa applications for invited researchers will be the responsibility of the applicant.
10) The administrative department will book the airplane tickets for selected applicants/invitees. Applicants will be responsible for booking accommodations and making other arrangements with the collaborating organization/researcher.
11) Travel expenses incurred for periods before authorization of the FY2015 budget by MEXT must be borne by the applicant using other funds (including operational grants, grants or endowments without specified use, expense to the collaborating organization, etc., but excluding personal expense in the case of programs A and B). Expenses incurred for periods after budget authorization will be covered. For program C, applicants must pay expenses in advance and will be reimbursed.

¹ [Contact / Submission]
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Program B, C 3362