

Japan Society for the Promotion of Science
BRIDGE Fellowship Program
FY2013 Application Guidelines

1. Purpose

The Japan Society for the Promotion of Science (JSPS) provides opportunities for overseas researchers who have conducted research activities in Japan under the Postdoctoral Fellowships for Foreign Researchers or other JSPS programs to come back to Japan to create, sustain and/or strengthen research collaborations with Japanese colleagues. The objective is to build strong networks among researchers in Japan and other countries through a variety of activities. These include former JSPS fellows visiting their past host institutions in Japan, or coming to Japan to plan or implement joint research projects and seminars, to offer training or lectures for young researchers, or to prepare or attend scientific conferences and research meetings. The results of each BRIDGE visit are recorded in reports prepared by both the visiting researcher/host researcher and the nominating committee of each alumni association. These reports are used to evaluate the visit along with the collaborative relations created, sustained or strengthened through it.

Researchers invited to Japan under this fellowship program are called “BRIDGE Fellows.” Based on applications by individual researchers, candidates are recommended to JSPS by JSPS alumni associations and JSPS offices or the JSPS-designated official in Japanese Embassy. Hereinafter a JSPS office or a JSPS-designated official in a Japanese Embassy will be commonly referred to as a “JSPS office.”

2. Applicable Fields

All fields of the humanities, social sciences and natural sciences are included under this program.

3. BRIDGE Fellow Eligibility

To be eligible, a researcher must meet both of the following requirements.

- (1) Be a researcher who has experienced research in Japan under a JSPS program and who is currently a regular member of an officially recognized JSPS alumni association
- (2) Agreement by host researcher to all seven items of support in Form 2 (Agreement by Host Researcher)

* Upon receiving a recommendation from an alumni association/JSPS office, JSPS contacts the proposed host researcher in Japan. When doing so, there have been cases when proposed hosts said that they could not provide the support stipulated in Form 2 or could not host the fellow. Therefore, candidates should communicate fully with their proposed hosts before applying.

* Researchers who have already been supported under this program in either FY2009, FY2010, FY2011, or FY2012 are ineligible for this award.

4. Host Researcher Eligibility

Researchers who are employed full time or classified as such at one of the Japanese research institutions listed below are eligible to be a host researcher.

* Full-time employment is determined by the regulations of the host institution.

- (1) Universities, inter-university research institutes, junior colleges, technical colleges
- (2) National and public research laboratories
- (3) Independent administrative institutions, quasi-government organizations, general incorporated associations and general incorporated foundations that carry out research activities
- (4) Private research institutes

* Eligible institutions under (2)-(4) are listed at:

<https://www.kokusai.jps.go.jp/jps1/kikanList.do> (Posted only in Japanese)

5. Number of Fellowships Awarded

Total of around 30 for FY2013. Quotas will be announced to alumni associations and the JSPS office in their country/region, or a JSPS-designated official in a Japanese

Embassy for countries without a JSPS office.

* The number of quotas allocated to alumni associations may be changed based on the degree of collaborative relations with Japanese researchers/institutions created, sustained and/or strengthened.

6. Visit Period and Dates

- (1) A period of from 14 to 45 consecutive days
- (2) Under this recruitment, revisits are to be started during the following period:
1 July 2013 through 31 March 2014

7. Terms of Award

The terms of award indicated below are subject to change.

• For fellows:

- (1) A round-trip air ticket (based on JSPS regulations)
- (2) Daily maintenance allowance of ¥15,000
- (3) Domestic research travel allowance of ¥150,000
- (4) Overseas travel accident and sickness insurance coverage

• For hosts:

Host's cooperation allowance of ¥50,000

8. Application Procedure for the Program

Applications are recruited and screened by alumni associations in coordination with the JSPS office, which recommend candidates to JSPS. To ensure effective screening, researchers should include all required documents with their applications submitted to the place specified in the application guidelines established by each alumni association in coordination with the JSPS office. Hereinafter, referred together as the "alumni association/JSPS office."

- (1) Documents to be submitted to the alumni association/JSPS office

Applicants are to send the required documents to the address and by the deadline stipulated by the alumni association/JSPS office. The alumni association/JSPS office is to screen the submitted applications and send them along with the required documents

(sub-paragraphs 1) and 2) below) via the Internet to an address to be later-provided by JSPS by the deadlines stipulated in paragraph (2) below.

All paper used in applications should be A4 size. The format prescribed by JSPS should be used for recommendations. The size or format of the forms should NOT be altered by applicants.

1) Application documents prepared by applicants (and submitted to the alumni association/JSPS office)

(a) Application for JSPS BRIDGE Fellowship (Form 1) pdf or Word file

(b) Agreement by Host Researcher (Form 2). pdf or Word file

* Applicants should provide the alumni association/JSPS office with any other documents they wish to be submitted.

2) Recommendation documents prepared by applicant's alumni association in coordination with the JSPS office

(a) List of Recommendees from BRIDGE Nominating Committee (Form 3). . . . pdf or Word file

(b) Letter of Recommendation from BRIDGE Nominating Committee (Form 4). . . . pdf or Word file

(c) Provisions (a), (c), (d) and (e). . . . pdf or Word file

(2) Recommendation deadline

Alumni associations are, in coordination with the JSPS offices, to submit recommendations for BRIDGE Fellow candidates to JSPS no later than 29 March 2013.

Note: The above deadlines are for alumni association/JSPS office to submit recommendation documents to JSPS. The time frames for applicants to submit their applications are normally earlier.

9. Selection Process and Notification

(1) Screening is carried out using criteria devised by the alumni association in coordination with the JSPS office and approved by JSPS. The screening criteria is to be

included in the application guidelines issued by the alumni association/JSPS office.

* JSPS does not support research projects related to military affairs.

Examples of screening criteria

- 1) The visit should contribute to creating, sustaining and/or strengthening scientific network(s) between applicant's home country and Japan.
- 2) The visit is expected to advance research and to spawn new scientific collaborations.
- 3) Good pre-visit communication is required between the applicant and proposed host researcher in establishing a concrete activity plan between them.
- 4) The plan should show how the visit will contribute to creating, sustaining and/or strengthening the scientific network(s) between applicant's home country and Japan.
- 5) The plan should articulate ways in which the visit will strengthen academic collaboration in the future.
- 6) The applicant and host researcher in Japan are required to discuss in detail the applicant's proposed visit plan prior to the application being filed. The plan must be clearly defined and the host must be interested in carrying it out.
- 7) The degree of active involvement in alumni activities.

(2) Notification of Selection Results by JSPS

- 1) An award letter from JSPS's president and accompanying documents will be sent to the successful candidates.
Notification date: mid-May
- 2) Unsuccessful candidates are not notified of their selection results.
- 3) JSPS cannot respond to individual requests regarding selection results.

10. Responsibilities of BRIDGE Fellows and Host Researchers

- (1) Obtaining cooperation from their institution's administrative office, host researchers are to provide facilities needed for visiting researchers to carry out their research activities during their stay in Japan. When needed, host researchers will also assist with immigration processing, securing domicile and other matters related to the fellow's stay in Japan.
- (2) Host researchers are not to subject the visiting researchers to misbehavior (e.g.,

discrimination (racial or gender), harassment (sexual or academic), abuse of power, neglect), or language or treatment that could be construed as such, during their tenures.

- (3) Visiting researchers are not to subject others to misbehavior (e.g., discrimination (racial or gender), harassment (sexual or academic), abuse of power, neglect) either in or outside the host institution during their tenures.
- (4) Fellows are to submit a post-visit report using “Report on JSPS BRIDGE Fellowship Activities” (Report 1) to JSPS and the alumni association/JSPS office within one month after the end of their visits.
- (5) Fellows are asked to mention that they are invited under the BRIDGE Fellowship Program when giving lectures and other presentations in Japan.
- (6) Fellows are obligated during their tenures to concentrate on creating, sustaining and/or strengthening research and academic networks related to this fellowship program. During their tenures, Fellows are not to engage in other activities irrespective of whether they are paid or non-paid activities.

11. Measures Against Misconduct and Misuse of Research Funds

JSPS will take appropriate measures (e.g. terminate the fellowship, require reimbursement of part or all of allowances paid) in cases of misuse of research funds, improper practices (e.g. fabrication, falsification, plagiarization), unjustifiable acts (e.g. discrimination, harassment), or violation of laws by researchers.

12. Roles of Alumni Associations

- (1) Widely disseminate fellowship recruitment information to their members.
- (2) Establish recruitment policy, screening criteria, rules for nominating committee members, and a list of nominating committee members in the form of provisions a) through d), and submit them to JSPS for prior approval. When amending the approved provisions, changes to the recruitment policy must be approved by JSPS prior to issuing a call for applications, and changes to the screening criteria must be approved before starting the screening process. Minor changes such as to the wording the provisions and to the recruitment period or nominating committee members do not require approval.
- (3) Prepare application guidelines, specifying the deadline and place to submit applications. When doing so, the screening criteria should be included in the

application guidelines to ensure fairness.

- (4) Stipulate the name and address of the person(s) responsible for this fellowship program at alumni association/JSPS office in application guidelines.
- (5) Verify that applicants have sufficiently communicated with their proposed host researchers in Japan and that all the conditions for hosting the fellow's visit are met. Recommend candidates selected using the approved screening criteria to JSPS by the deadline stipulated in Section 8.
- (6) Submit Form 4 to JSPS describing the reason for each recommendation.
- (7) Prepare "Report on BRIDGE Fellowship Activities by BRIDGE Nominating Committee" (Form 5) as an annual report and submit it to JSPS *.
* This matter will be applied from FY2014.
- (8) For alumni associations in countries/region with a JSPS overseas office, carry out the above functions in coordination with the JSPS office.

13. Handling of Personal Information

Personal information contained in application documents should be strictly managed in accordance with the pertinent privacy laws of each country.

JSPS handles the personal information of selected BRIDGE Fellows in accordance with the Law to Protect Personal Information Held by Independent Administration Institutions and JSPS's "Personal Information Protection Policy," and will use such information solely for the purpose of implementing JSPS programs (including its disclosure to external companies commissioned to perform data processing and management functions).

The names and affiliations of Fellows and hosts and their reports may be given public access on the Internet. Fellows may also be asked to participate in surveys aimed at improving JSPS program. Reports submitted by alumni associations may also be given public access on the Internet.

14. Others

- (1) There is a limit of one application per person under each recruitment. This should be confirmed when a researcher applies who belongs to two or more alumni associations.

- (2) A researcher may not be a candidate for both this fellowship program and another JSPS program at the same time.
- (3) A researcher may not be awarded a BRIDGE Fellowship and a fellowship from another funding organization at the same time.
- (4) Incomplete or faulty applications will not be reviewed.
- (5) Applicants are to describe the results they obtained in other JSPS program(s) and their relevance to this BRIDGE fellowship program.

15. Contacts

Applicants should contact places designated by the alumni association/JSPS office. They should not submit documents directly to JSPS. Only documents forwarded to JSPS by alumni association/JSPS office will be processed.

For alumni association/JSPS office to submit recommendation documents:

JSPS Fellows Plaza

International Program Department

Japan Society for the Promotion of Science

5-3-1 Kojimachi, Chiyoda-ku, Tokyo 102-0083 JAPAN

Tel: 03-3263-1872 Email: fellowsplaza@jsps.go.jp