FY2019 Cross-sectoral Research Platform Development Program

Call for Conference Proposals

Aim

This program aims to develop cross-sectoral research platforms at Kyoto University by supporting conferences to initiate interdisciplinary research.

This Program is managed by the Center for the Promotion of Interdisciplinary Education and Research (CPIER) and the Kyoto University Research Administration Office (KURA) and supported by the MEXT-sponsored program for promoting the enhancement of research universities (Kyoto University).

Eligibility

* The leader (applicant) of the project team should be a full-time member of the faculty\* or staff of Kyoto University. Other members can be anyone who can contribute to the research project.
\*Including program-specific faculty members under fixed term contracts.
* The members of the project team should have abilities to conduct the proposed research project.
* Who has funded by this program in the past may apply, but the research theme should be significantly developed since then and the project should set a new challenge.
* The leader of the adopted project is asked to register to Chatwork for the convenience of communication between the project team and the fund secretariat.
* Paperwork related to budget use should be done in Japanese. If you cannot read and write Japanese, please find someone to support you (or ask us).

Requirements for a conference

* The conference has an interdisciplinary theme which has academic and/or social importance.
* The conference is aimed to initiate a new interdisciplinary research.
* The conference contributes to promoting research at Kyoto University.
* No restriction on the type of conference.
* The number of participants is about 5–100 (about 10–80 in the previous conferences).
* The project team members and expected participants are from more than one field of study.
* The conference is open to non-members of the project team.
* The conference is held between September 2019 and 31 January 2020.
* The conference is held at Kyoto University campuses. If you want to hold it in another place, we will discuss it in the interview.
* The research project will continue to develop after the conference.
* Please state on flyers, web pages and publications related to the conference that “supported by Cross-sectoral Research Platform Development Program 2019 of Kyoto University.”

Monetary support

* 100,000–500,000 yen/project (3,000,000 yen in total)
* This fund can cover travel expense to and from Kyoto University, honorarium for lectures, remuneration for students and costs for printing, web content development, venue hire, etc. Please see the expenditure reference and instructions in the conference proposal form.
* Note that project members may NOT directly make payments. CPIER will make payments.
* This fund can be combined with other monetary sources (e.g., KAKENHI).

Other support

* Advice on a conference (e.g., how to organize a conference, how to facilitate discussion).
* Advice and support on announcements (e.g., flyer, email newsletter, registration form, web site).
* Introduce persons who may be able to collaborate.

Proposal Submission (Email)

From 1 June 2019 to 30 June 2019

Send by email to: info@cpier.kyoto-u.ac.jp

Email subject line should be: [Application for CPIER Cross-sectoral Program] (team leader’s name)

Time Line

30 June 2019 Submission deadline for proposals

Early to mid July 2019 Assessment of proposals

Mid July 2019 Notification of results

Mid July to early August 2019 Interviews & advice on the proposal/conference

Early August 2019 Decision about proposals

Early August 2019 Notification of results

Two weeks after the notification Submission deadline for the final plans1

1 September 2019 Start of the funding period (negotiable)

31 January 2020 End of the funding period (NOT negotiable)

After your conference Submission of a simple report and photographs; follow-up meeting2

1 The information about the conference will be uploaded on: http://research.kyoto-u.ac.jp/gp/

2 After the conference, we will have a follow-up meeting regarding the results of the conference, a future research plan and challenges.

URL (call, inquiry, previous projects)

[Call] http://www.cpier.kyoto-u.ac.jp/2019/04/ws\_pf-2/

[Inquiry] http://www.cpier.kyoto-u.ac.jp/inquiry/

[Previous projects] http://research.kyoto-u.ac.jp/gp/

Cross-sectoral Research Platform Development Program

Expenditure Reference

Travel Expenditure (transportation, daily allowance, accommodation)

Within Japan

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | University board member/Dean | Professor/Associate professor | Other Faculty/Staff | Students |
| Transportation | To/from Kyoto UniversityUniversity board members/deans may use business class |
| Daily allowance | 3,000 yen | 2,500 yen | 2,200 yen | 1,500 yen |
| Accommodation | 14,000 yen | 13,000 yen | 10,900 yen | 8,500 yen |

From abroad

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | University board member/Dean | Professor/Associate professor | Other Faculty/Staff | Students |
| Transportation | To/from Kyoto UniversityUniversity board members/deans may use business class |
| Daily allowance | 5,000 yen | 5,000 yen | 4,200 yen | 3,500 yen |
| Accommodation | 17,000 yen | 15,000 yen | 12,900 yen | 10,000 yen |

Honorarium/Remuneration (per hour)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Internationally renowned prize winner/University board member, etc. | Professor/Associate Professor | Other | Graduate students | Under-graduate students |
| Lecture | 30,000 yen | 18,000 yen | 12,000 yen |  |  |
| Supporting research activities |  |  |  | 1,200 yen | 1,000 yen |

Equipment/consumables owned by Center for the Promotion of Interdisciplinary Education and Research (CPIER) (can be used for free)

・Projector

・Meeting recorder

・Video camera, tripod

・Various cables

・White board sheet

・Post-it

・Pen

Other equipment/consumables may be provided. Please ask us.

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Conference Proposal

**Date of application: Day/Month/Year**

* It is sufficient to provide a preliminary plan at the time of application. If accepted, the final plan with a detailed expenditure plan should be submitted within ca. 2 weeks (a format will be provided) .
* Please follow instructions and examples.
* There is no limit of the length of the proposal, but please be concise. Figures may be used.
* Most important parts are “4. Background and purpose of the conference” and “6. Research plan after the conference.”
* Please also explain problems you are facing in initiating an interdisciplinary research or advice you need, if any.

# 1. Project team members and their roles

Please give names and other information below of project team members. Please also clarify their roles in the management of the conference.

**【Team leader】**

**・Name**

**Affiliation/Position/Research are/Email address/Tel.**

**Role in the management of the conference**

**【Other members】**

**・Name**

**Affiliation/Position/Research area/Email address**

**Role in the management of the conference**

# 2. Type or aim of the conference

Please choose which are relevant to the conference.

□New interdisciplinary research/activity

□Development of an existing interdisciplinary research/activity

□Interdisciplinary approach to an academic problem

□Interdisciplinary approach to a social problem

□Creating a platform for developing interdisciplinary research/activity

□Other ( )

# 3. Name of the conference

A tentative one is acceptable at the time of application.

# 4. Background and purpose of the conference

Please explain the background and purpose of the conference. What is a challenge in your study field or in your study? What is a purpose of the conference to meet the challenge? What are new, interdisciplinary and promising points of the conference?

# 5. Outline of the conference

Please describe a tentative plan.

* Theme and style of the conference
* Date (approximate)
* Venue (within Kyoto University, as a rule)
* Target (expected research area or interest of participants)
* Expected number of participants
* Invited speaker other than the team members, if any (or just “I am looking for a speaker whose study area is ###”)
* Program (tentative)

# 6. Research plan after the conference

How do you develop interdisciplinary research/activity after the conference?

# 7. Budget plan (tentative, approximate)

(You may use Excel instead of Word to make a budget plan)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Category | Item/Detail | Amount (yen) | Amount request to this fund (yen) | (Office use only)Amount covered by this fund (yen) |
| Travel expense to and from Kyoto |  | See the expenditure reference |  |  |
| Honorarium for lecture |  | See the expenditure reference |  |  |
| Cost for announcement | e.g., flyer printing |  |  |  |
| Web content development |  |  | Web maintenance cost will NOT be covered |  |
| Venue hire |  |  |  |  |
| Remuneration for students |  |  |  |  |
| Equipment/Consumable | Equipment/consumables owned by CPIER on the expenditure reference can be used for free. Other things may also be prepared by CPIER’s  | No need to provide a price of an item owned by CPIER |  |  |
| Other |  |  | Costs for postage, food and drinks will NOT be covered |  |
| Total |  |  |  |  |