

Japan Society for the Promotion of Science
BRIDGE Fellowship Program
FY2019 Application Guidelines

1. Purpose

The Japan Society for the Promotion of Science (JSPS) provides opportunities for overseas researchers who have conducted research activities under JSPS International Fellowships for Research in Japan or other JSPS programs to re-visit 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.

Researchers invited to Japan under this fellowship program are called “BRIDGE Fellows.” Based on applications by individual researchers, candidates are recommended to JSPS Head Office by JSPS alumni associations and JSPS overseas offices or the JSPS-designated official in the Japanese Embassy for countries without a JSPS overseas office. Hereinafter a JSPS overseas office or a JSPS-designated official in a Japanese Embassy will be commonly referred to as a “JSPS office,” and the alumni association and JSPS office as “alumni association/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 the following requirements.

- (1) Be a researcher who is employed as an active researcher working at a university or a research institute.
- (2) 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.
- (3) Agreement by host researcher to all seven items of support in Form B (Agreement by Host Researcher).

* Upon receiving a recommendation from an alumni association/JSPS office, JSPS contacts the proposed host researcher in Japan. If a proposed host says that he/she cannot provide the support stipulated in Form B or cannot host the fellow, JSPS will not be able to accept the recommendation. Therefore, candidates should communicate fully with their proposed hosts before applying.

* Researchers who have already been supported under the BRIDGE Fellowship Program within the last 5 years (FY2014-FY2018) are ineligible for this award.

* Each alumni association/JSPS office has its own screening criteria as “PROVISION b) Screening Criteria.” Applicants should check before applying.

4. Host Researcher Eligibility

In principle, researchers who are employed full time or classified as such at one of the Japanese research institutions listed below are eligible to host a BRIDGE Fellow.

- (1) Universities, inter-university research institutes
- (2) Ministry of Education, Culture, Sports, Science and Technology (MEXT) facilities and other institutions engaged in scientific research
- (3) Technical colleges
- (4) Institutions designated by the MEXT

* Eligible institutions under (1)-(4) are listed at:

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

* Definition of “full-time employment” is according to the regulations of the host institution.

* There are cases when researchers not employed in a full-time position may be eligible. Such persons must be eligible to apply for Grants-in-Aid for Scientific Research (KAKENHI) and their affiliated institution must judge them able to implement the project and must provide an appropriate research environment (e.g., laboratory,

equipment, personnel) for it.

5. Number of Fellowships Awarded

Total of around 50 for FY 2019. Quotas will be announced to alumni associations/JSPS office.

* The number of quotas allocated to alumni associations may change based on the extent of the collaborative relationships they have created, sustained and/or strengthened with Japanese researchers/institutions. The results of each BRIDGE visit are to be recorded in reports prepared by both the Fellows/host researcher and the nominating committee of each alumni association/JSPS office. These reports are used to evaluate the visit along with the collaborative relations created, sustained or strengthened through it.

6. Visit Period and Dates

- (1) A period from 14 to 30 consecutive days
- (2) Under this recruitment, revisits are to start during the following period:
1 July 2019 through 31 March 2020

7. Terms of Award

- (1) A round-trip air ticket (based on JSPS regulations)
 - * JSPS cannot reimburse BRIDGE Fellows for a ticket that they have purchased by themselves.
- (2) Daily maintenance allowance of JPY 13,000
- (3) Overseas travel insurance coverage
- (4) Research support allowance
 - * This allowance covers cooperative research-related expenses. Application is made by the host researcher through his/her institution. This allowance may be applied for in an amount of up to JPY 100,000.

* The terms of award for fellows indicated above are subject to change.

8. Application Procedure for the Program

Applications are recruited and screened by alumni associations in coordination with their affiliated JSPS offices, which recommend candidates to JSPS Head Office. Applications are to be submitted to the place and by the deadline specified by each alumni association/JSPS office. To ensure effective screening, researchers should include all required documents with their applications.

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

The application and documents submitted by the applicant are screened by the alumni association/JSPS office, which sends them along with the required documents (sub-paragraphs 1) and 2) below) to JSPS Head Office via email. Please use the email address in section 15 “Contacts.”

All papers used in applications should be A4 size. The format prescribed by JSPS is to be used in writing recommendations. The size and 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 A)
- (b) Agreement by Host Researcher (Form B)

* 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 C)
- (b) Letter of Recommendation from BRIDGE Nominating Committee (Form D)
- (c) PROVISIONS
 - a) Recruitment Policy
 - b) Screening Criteria
 - c) Rules for Nominating Committee Members
 - d) List of Nominating Committee Members

(2) Recommendation deadline

Alumni associations are, in coordination with the JSPS offices, to submit

recommendations for BRIDGE Fellow candidates to JSPS Head Office no later than 14 March 2019.

- * The above deadline is for alumni association/JSPS office to submit its recommendation documents to JSPS's Head Office. The time frame for applicants to submit their applications to alumni association/JSPS office should be earlier.
- * Applicants should not submit documents directly to JSPS Head Office.

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 Head Office.

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

Examples of screening criteria

- The visit will contribute to creating, sustaining and/or strengthening scientific network(s) between applicant's home country and Japan.
- The visit is expected to advance research and to spawn new scientific collaborations.
- Good pre-visit communication is carried out between the applicant and proposed host researcher in establishing a concrete activity plan.
- The plan shows how the visit will contribute to creating, sustaining and/or strengthening the scientific network(s) between applicant's home country and Japan.
- The plan articulates ways in which the visit will strengthen academic collaboration in the future.
- The applicant and host researcher in Japan have discussed in detail the applicant's proposed visit plan prior to the application being filed. The plan is clearly defined and the host is interested in carrying it out.
- The applicant is actively involved in alumni activities.

(2) Notification of Selection Results by JSPS Head Office

- 1) An award letter from JSPS 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. Obligation of BRIDGE Fellows and Host Researchers

- (1) Fellows are required to submit a post-visit report, using the “Research Report” (Form 7), to JSPS Head Office and the alumni association/JSPS office within three months after the end of their visits.
- (2) Fellows are asked to mention that they are invited under the BRIDGE Fellowship Program when giving lectures or other presentations in Japan.
- (3) 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 unpaid activities.
- (4) Fellows must not infringe in any way on the human rights of others, including racial or gender discrimination or harassment or other forms of abuse either in or outside the host institution during their tenures.
- (5) In cooperation with their institution’s administrative office, host researchers are to provide facilities needed for Fellows to carry out their research activities during their stay in Japan. When needed, host researchers are also to assist with immigration processing, securing domicile and other matters related to the Fellow’s stay in Japan.
- (6) Host researchers are to assure that Fellows are not infringed in any way on the human rights of others, including racial or gender discrimination or harassment or other forms of abuse or language or treatment that could be construed as such, during their tenures.
- (7) Fellows and host researchers must follow the rules established by the host institution and JSPS prohibiting research misconduct, e.g. fabrication, falsification, plagiarism.

11. Measures Against Misconduct and Misuse of Research Funds

JSPS may revoke BRIDGE Fellowship, suspend allowances (including air tickets), or require the reimbursement of money already paid if JSPS judges Fellows to have engaged in any of misuse of research funds, research misconduct (e.g. fabrication, falsification, plagiarism), unjustifiable acts (e.g. discrimination, harassment), or violation of laws.

12. Roles of Alumni Associations

- (1) Widely disseminate fellowship recruitment information to their members.

- (2) Establish a recruitment policy, screening criteria, rules for nominating committee members, and a list of nominating committee members in the form of PROVISION a) through d), and submit them to JSPS Head Office for prior approval. When amending the approved PROVISIONS, changes to the recruitment policy (PROVISION a) must be approved by JSPS Head Office prior to issuing a call for applications, and changes to the screening criteria (PROVISION b) and the rules for nominating committee members (PROVISION c) must be approved before starting the screening process. Minor changes such as to the recruitment period or nominating committee members (PROVISION d) 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) Specify the name and address of the person(s) responsible for this fellowship program at alumni association/JSPS office in the 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 Head Office by the deadline stipulated in Section 8.
- (6) Submit Form D to JSPS Head Office describing the reason for each recommendation.
- (7) Prepare "Report on BRIDGE Fellowship Activities by BRIDGE Nominating Committee" (Form E) as an annual report and submit it to JSPS by 27 June 2020.
- (8) For alumni associations in countries/region with a JSPS overseas office, carry out the above functions in coordination with the JSPS overseas 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 "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) A researcher may not be awarded a fellowship under both this program and another JSPS program at the same time.
- (2) A researcher may not be awarded a BRIDGE Fellowship and a fellowship from another funding organization for a purpose of visiting Japan at the same time.
- (3) Incomplete or faulty applications will not be reviewed.
- (4) Applicants are to describe the results they obtained in other JSPS program(s) and their relevance to this BRIDGE fellowship program.
- (5) There is a limit of one application per person under each recruitment. This should be confirmed by the alumni association/JSPS office when an applicant belongs to two or more alumni associations.

15. Contacts

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

The alumni association/JSPS office submit recommendation documents to the following address:

International Policy Planning Division
Headquarters for International Affairs
Japan Society for the Promotion of Science (JSPS)
5-3-1 Kojimachi, Chiyoda-ku, Tokyo 102-0083 JAPAN
Tel: +81-(0)3-3263-1869
Email: bridge@jsps.go.jp