

# Application Form for Joint Research

Year, Month, Day

National University Corporation Kyushu University (“Kyushu University”)

Dean [Name]

[Department Name]

**Applicant:**

[Address]

[Organization Name]

[Representative Name and Job title]

[Seal/ Signature]

(Attachment) Please submit this application form in WORD format file (data file) to Research Support Section of the related department (faculty) simultaneously with sending a paper form at the time of application.

1. Research Theme <sup>1</sup>				
2. Description of the Research		Please write down about the Research contents and roles as much information as possible. [Contents of the Research.]  [Kyushu University's role]  [Applicant's role]		
3. Research Period		From: MM/DD/YY To: MM/DD/YY		
4. Research Team (Affiliation/Job Title/Name)  ※ A Principal Researcher  ○ Visiting Researcher from Applicant	Section	Name	Affiliation	Job Title
	Kyushu University	※ Principle Researcher  Research Collaborator(s) <sup>2</sup>		
Applicant	※ Principle Researcher  Research Collaborator(s) <sup>2</sup>			
5. Research Expenses ( If over the tax year, please fill in every tax year.) Tax year: April-March				
From: DD/MM/YY To: DD/MM/YY				
Section		Details		Research Expenses (JPY)
Direct Expenses	1. Expenses for appropriated for the Researcher <sup>3</sup>	Professor: (      JPY/per hour) Time spent for especially for the Applicant (      hours) <Total time spent for the Research (      hours)>		0
		Associate professor: (      JPY/per hour) Time spent for especially for the Applicant (      hours) <Total time spent for the Research (      hours)>		0
		Lecturer: (      JPY/per hour) Time spent for especially for the Applicant (      hours) <Total time spent for the Research (      hours)>		0

		Assistant professor: ( JPY/per hour) Time spent for especially for the Applicant ( hours) <Total time spent for the Research ( hours)>	0
	2.Personnel Expenses <sup>4</sup>		0
	3.Travel Expenses		0
	4.Equipment Expenses		0
	5.Consumption Expenditure		0
	6.Others <sup>5</sup>		0
	7.Visiting Researcher's annual cost <sup>6</sup>	350,000 JPY/per year/per person	0
Total Direct Expenses			0
Indirect Expense <sup>s</sup>			0
Subtotal of the Research Expenses (Direct + Indirect Expenses)			0
From: DD/MM/YY To: DD/MM/YY			
	Section	Details	Research Expenses (JPY)
Direct Expenses	1.Expenses appropriated for the Researcher <sup>3</sup>	Professor: ( JPY/per hour) Time spent for especially for the Applicant ( hours) <Total time spent for the Research ( hours)>	0
		Associate professor: ( JPY/per hour) Time spent for especially for the Applicant ( hours) <Total time spent for the Research ( hours)>	0
		Lecturer: ( JPY/per hour) Time spent for especially for the Applicant ( hours) <Total time spent for the Research ( hours)>	0
		Assistant professor: ( JPY/per hour) Time spent for especially for the Applicant ( hours) <Total time spent for the Research ( hours)>	0
	2.Personnel Expenses <sup>4</sup>		0
	3.Travel Expenses		0
	4.Equipment Expenses		0
5.Consumption Expenditure		0	
6.Others <sup>5</sup>		0	

	7. Visiting Researcher's annual Cost <sup>6</sup>	350,000 JPY/per year/per person	0
Total Direct Expenses			0
Indirect Expenses			0
Subtotal of the Research Expenses (Direct + Indirect Expenses)			0
Total Research Expenses			0
6. Location of the Research	Kyushu University: Applicant:		
7. Received Equipment	Name	Type/Model No.	Amount
8. Principal Researcher's Contact Details	Kyushu University	Affiliation: Job title: Name:	Tel: Fax: E-mail:
	Applicant	Affiliation: Job title: Name:	Tel: Fax: E-mail:
9. Additional Information Please tick the appropriate box.	<p>Acceptance Requirement (The application may not be accepted without ticks.)</p> <p>“Expenses for appropriated for the Researcher” is included in the Direct Expenses.  <input type="checkbox"/> Confirmed</p> <p>[Notes of Confirmation]</p> <ul style="list-style-type: none"> <li>• There is a plan to employ personnel by using the Research Expenses.  <input type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>• There is a plan to purchase research equipment or goods that cost over 5 million JPY(excluding consumption tax) by using the Research Expenses.  <input type="checkbox"/> Yes <input type="checkbox"/> No</li> <li>• There is a plan to apply for reduction or exemption of the Indirect Expenses according to the Kyushu University Regulations and Rules.  <input type="checkbox"/> Yes <input type="checkbox"/> No</li> </ul> <p><input type="checkbox"/> Others: Please note if any.</p>		

1) Each year, Kyushu University publishes 1) A name of the Applicant(s) 2) the Research Theme, 3) the Principal Researcher's name (including job title and department) of Kyushu University regarding the Joint Research to show subsequent research activities.

Agree  Not Agree (Reason: \_\_\_\_\_)

2) If our student participates in the Joint Research as the Research Collaborator, such student will be required to sign a pledge to comply with obligations stipulated in the Joint Research Agreement. Please make sure on such student's name, affiliation and consent through the Principal Researcher of Kyushu University before submitting this Application Form.

Confirmed with the Principal Researcher of Kyushu University.

3) “Expenses appropriated for the Researcher” means the expenses especially spent for the Applicant. Such expenses will be calculated according to the time which especially for Applicant in total time spent for the Sponsored Research. Standard expenses as follows: for Professor is 7,000JPY per hour; for Associate professor or Lecturer is 5,000JPY per hour, and for Assistant professor is 4,000JPY per hour. Standard expenses can be reset according to the expected achievement, results and performance of the Researcher. If reset by the Applicant, the expenses should be indicated in the “Direct Expenses” field. For example: One Professor 7,000JPY/per hour × Time spent especially for the Applicant (180 hours) = 1,260,000JPY. Time spent specially for the Applicant will be determined according to the contents of the Joint Research. The point of “Time spent specially for the Applicant” is that, if the contents of the Joint Research is close to the Researcher's professional academic filed, it will be short, and vice versa. “Expenses appropriated for the Researcher” will be used for promoting ordinary academic activities in Kyushu University.

4) Research Administrator (URA), Research Fellow, DC Researcher, Technical Support Staff and Research Assistant

5) Facilities costs, utilities, equipment rental fees, communication fees and transportation costs

6) 350,000JPY (Excluding indirect expenses) per Visiting Researcher should be added up.

7) Please add 30% of the Direct Expenses (round up the nearest 1,000 JPY) as the Indirect Expenses. In addition, 400,000JPY should be charged as the

Indirect Expenses if it is less than 400,000JPY.

Administrative Contact	Kyushu University (Principle Researcher)	Affiliation: Job title: Name:	Tel: Fax: E-mail:
	Applicant (Contact Person)	Address Affiliation: Job title: Name:	Tel: Fax: E-mail: