

April 15, 2021

Division of Research, Ritsumeikan University

(Revised on January 23, 2023)

Implementation of Independent Research Activities by Early-career Researchers

In accordance with the improvement of the program by the Ministry of Education, Culture, Sports, Science and Technology (MEXT), from AY2020 onward, in order to create opportunities for early-career researchers to develop and play active roles and to form their career paths, those researchers who are hired to implement projects with competitive funds including Grants-in-Aid for Scientific Research (KAKENHI) will be able to use part of their effort to engage in the project while their personnel expenses are paid by the project for which they are employed. They are now allowed to allocate part of their effort to their own independent research activities that contribute to the promotion of the project and activities that contribute to the improvement of their research and management capabilities.

https://www.mext.go.jp/a_menu/shinkou/torikumi/1385716_00001.htm (in Japanese only)

Based on the recent improvements to the program, Ritsumeikan will now allow early-career researchers (Research Professors (Assistant Professors), Senior Researchers, Researchers) employed by competitive research funds, including KAKENHI, to engage in independent research activities, etc. after completing the prescribed procedures. The age and other conditions for early-career researchers eligible for this program are mostly in accordance with those stipulated in the “Guidelines for Independent Research Activities of Early-career Researchers Employed for the Implementation of Projects under Competitive Research Funding (Implementation Standards) (Meeting among the relevant ministries and agencies on competitive research funding on February 12, 2020; Revised on December 18, 2020).” The applicable conditions, however, may vary depending on the characteristics of each competitive research funding program. For details, please refer to the guidelines, etc. for each competitive research funding program.

Procedures

(1) Application

- If early-career researcher wishes to engage in independent research activities, the host faculty member supervising the early-career researcher must submit an “Application Form for Approval of Independent Research Activities, Etc. by Early-career Researchers” and obtain the approval of the Managing Director of the Division of Research.

(2) Revisions

- If there are any changes in the content or duration of the relevant independent research activities, the host faculty member must submit an “Application Form for Approval of Revisions to Independent Research Activities, Etc. by Early-career Researchers” and obtain the approval of the Managing Director of the Division of Research.

(3) Reporting

- At the end of every academic year during the relevant independent research activities, etc. and at the conclusion of the activity period, the host faculty member must submit a “Report on Independent Research Activities, Etc.”

- If your work is managed on an hourly or daily basis, you will be required to submit, along with the Work Chart, a “Management Chart” which manages the engagement rate at the end of each academic year and at the conclusion of the activity period. The Research Office will be in touch with the host faculty member regarding the submission of the Management Chart.

Submission

- All procedures for (1) Application and (2) Revisions shall be carried out through the SmartDB.
- For procedures for (3) Reporting, the person in charge at the Research Office shall communicate with the host faculty member by email.

“Application Form for Approval of Independent Research Activities, Etc. by Early-career Researchers”

URL for submission

<https://sdb.ritsumei.ac.jp/hibiki/BRDDocument.do?func=insert&binderId=10714> (in Japanese/English)

*The URL for submitting the “Application Form for Approval of Revisions to Independent Research Activities, Etc. by Early-career Researchers” will be sent to you by email after procedures for submitting the application form have been carried out.

*Please refer to the Division of Research website (the page for Grants-in-Aid for Scientific Research (KAKENHI)) for details of the submission procedures (user manual).

<https://www.ritsumei.ac.jp/research/member/kakenhi/oubo/index.html/> (in Japanese/English)

Reference

- When an early-career researcher applies for other external funds, etc., the application procedures for independent research activities, etc. by early-career researchers may be delayed until other external funds have been adopted; provided, however, that early-career researchers should consult with and obtain approval from the principal investigator, etc. regarding the implementation of the relevant independent research activities, etc. before applying to other research funds.

*Approval from the host faculty member is essential for the application. Please refer to the Division of Research website (the page for Grants-in-Aid for Scientific Research (KAKENHI); as above) for details of the submission procedures (user manual).

*For information on eligibility for Grants-in-Aid for Scientific Research, please refer to the “Eligibility Table for Grants-in-Aid for Scientific Research.”

<https://secure.ritsumei.ac.jp/students/research/member/file/004/060/060-p05.pdf?version=> (in Japanese only)