Kyoto University Gender Equality Promotion Project

FY 2024 Women Scholar Challenge Project
Application Guidelines

1. Objectives
As part of its efforts to promote diversity and inclusion, Kyoto University aims to create a university environment in which female students can fully demonstrate leadership and initiative in research activities.

The Women Scholar Challenge Project aims to encourage female students to build on their own curiosity and spirit of inquiry to explore the enjoyment of research and take on new challenges through interacting and collaborating with people who have diverse perspectives different from their own. Kyoto University supports students with such a challenging spirit.

2. Eligible research projects
The Women Scholar Challenge Project provides support for projects and activities in which female students explore issues by organizing a research team to tackle a theme based on their own interests, without being restricted by the research topic of the faculty or laboratory of their affiliation.

1) Project terms and conditions, etc.
- The purpose of the research, as well as the anticipated outcomes of the research, workshops, and other activities, and the prospects for future development, should all be clearly stated.
- The process for achieving the project goals and plans for the utilization of the funds required to complete the project should be clearly stated.
- The project should preferably address an original research theme that is not already being addressed by existing research fields or social policies, or a theme that will lead to the discovery of new issues.
- The project must not be primarily focused on outreach activities such as publicity and dissemination of research activities, etc.
- The project must not comprise research activities that are directly required for the preparation of a graduation thesis, master's thesis, or doctoral dissertation. However, it is acceptable if the content of the project becomes related to the research theme of a graduation thesis, master's thesis, or doctoral dissertation in the future, or is derived from the research theme of a graduation thesis, master's and doctoral dissertations that are already in progress.
- Those who applied the previous year and were not selected may reapply this year.

2) Examples of project activities
- Conducting on-site surveys or questionnaires on XXX (research theme), conducting an analysis of the findings, and preparing a report of the findings.
- Holding a seminar on XXX (research theme) with invited experts on the research topic, and preparing a report of the seminar's outcomes, including details of new knowledge gained.
- Establishing a network with other universities for XXX (research theme), holding workshops, compiling reports of the workshops, and proposing new research topics.
- Conducting fieldwork on XXX (research theme) and preparing a report of the research analysis and anticipated future research development.

3. Funding
A scholarship of up to ¥1 million will be awarded for each project selected. (Approximately five projects will be selected)

Examples of ways in which the scholarship money can be used:
- Travel expenses and other activity expenses required for on-site surveys.
- Expenses entailed in conducting surveys.
- Travel expenses and honorariums for invited experts.
- Expenses for venue rental, printing, PR, and communication for symposiums, seminars, etc.
- Expenses for printing, video shooting, web production, and web distribution for research outcome

reports, etc.
- Other expenses for consumables and equipment required for research activities (must be less than ¥100,000).

4. Implementation period
July 1, 2024–February 28, 2025

5. Eligibility requirements
- The applicant must be the team leader of a research group consisting of two or more members, and must be a female student (undergraduate or graduate)* enrolled at Kyoto University. (It is not necessary for all members of the research group to be confirmed at the time of application.)
- Other than the team leader, the research group members may be of any gender, but they must all be students* enrolled at Kyoto University.
- It is preferable to have a mentor (faculty member) to support the research activities, but the absence of a mentor will have no bearing on the selection process.
  *Note: only students enrolled in degree-bearing programs are eligible.

6. Selection process
- The first screening will be a screening of the application documents.
- The second screening will be based on presentations delivered by applicants who pass the first screening.
- The screening will be conducted by the Education and Research Committee of the Gender Equality Promotion Center based on the following criteria.
1) Clarity
   Are the objectives of the project, the anticipated outcomes, and the prospects for future development clearly stated?
2) Planning.
   Is the process for achieving the project goals and plans for the utilization of the scholarship funds clearly stated?
3) Originality
   Is the theme original and not a theme that is already being addressed by existing research fields or social policies? Does it have the potential to lead to the discovery of new issues?

7. Schedule for the selection process and after selection

Application deadline:	May 13 (Mon.), 2024
First screening (document screening) and notification of results:	Late May 2024
Second screening (presentation):	Mid-June 2024
Notification of final selection results:	End of June 2024
Commencement of research activities:	July 1 (Mon.), 2024
Completion of research activities:	February 28 (Fri.), 2025
Deadline for submission of Implementation (Expenditure) Report:	March 14 (Fri.), 2025
Presentation on research outcomes:	Late March 2025

8. Schedule for the selection process and after selection
(1) Application period:
    April 1 (Mon.)–May 13 (Mon.), 2024
(2) Documents required:
    Application Form (attached)
    Note: applicants who pass the first screening will be requested to submit presentation materials for the second screening.
(3) Method of submission:
    Please access the Google form below, fill in your applicant information, upload your application statement to it, and submit it.
    https://forms.gle/gx3Z7tHZipQJ3tdT8
(4) Submit to:

Diversity Promotion Section, Staff Development Division, Personnel Department
Email: g-e@mail2.adm.kyoto-u.ac.jp

9. **Other points to note**
   - Please ensure that the contents of the application form are written in a way that can be easily understood by people in different academic fields.
   - Please note that your name, affiliation, and details of your activities, achievements, etc., in connection with the project may be publicized on Kyoto University's website, official SNS channels, and in various public relations media.
   - After the completion of the research activities, in addition to delivering a presentation on the research outcomes, researchers may be requested to present their achievements at conferences, symposiums, etc., hosted by Kyoto University.
   - The funding provided through this project is a scholarship for the purpose of supporting the selected research projects. In principle, no reimbursement of funding provided will be required; however, after the conclusion of the research activities, recipients will be requested to submit an Implementation (Expenditure) Report, and are therefore requested to preserve all relevant receipts and other such documents required for evidence.
   - Please note that if a recipient does not submit the required Implementation (Expenditure) Report, or is found to have used any of the funds inappropriately, they may be required to return all or part of the scholarship.

10. **Contact and inquiries**
   Diversity Promotion Section, Staff Development Division, Personnel Department
   Email: g-e@mail2.adm.kyoto-u.ac.jp