

Guidelines for Preparing a “Research Proposal for Kyoto University *Hakubi* Project to Foster and Support Young Researchers”

All applicants for the Kyoto University *Hakubi* Project to Foster and Support Young Researchers shall submit written proposals with their research plans (**Research Proposal for Kyoto University *Hakubi* Project to Foster and Support Young Researchers**, hereinafter referred to as the “Proposal Form”) to Kyoto University by filling out the attached form. The Proposal Form will be referred to in the screening of applicants by the ***Hakuraku* Council of the Kyoto University Young Researcher Development Center**.

Accordingly, it is of critical importance for applicants to fill out the Proposal Form in accordance with the instructions herein. Please pay careful attention to the instructions given below.

Based on the documents and interviews by the *Hakuraku* Council, the Steering Committee of the Young Researcher Development Center will finalize the selection of successful applicants.

Notes

***The format of the first page of this Proposal Form shall not be changed.**

***Fill out the Proposal Form using English. or Japanese**

I Information about respective applicants

Please provide information about yourself.

1. Name
2. Nationality and residential address
3. Date and year of birth, age and sex
4. Academic degree (date and year of acquisition)
5. Affiliation and post/position
6. Contact information (phone, e-mail address)
7. Desired post
8. Planned research facility
9. Research project

Use 10.5 point font or larger. Follow the instructions given below.

1. Name

Write your name in either Japanese or English. If Japanese is used, also indicate the *katakana* version of your name.

2. Nationality and Residential address

In the box next to “Residential Address,” enter the address of your present residence.

3. Date and year of birth, age and sex

Enter your age as of January 1, 2010.

Indicate gender in the box next to M/F.

4. Academic degree (date and year of acquisition)

If you hold a doctorate, enter the degree and the date and year of acquisition.

If you do not hold a doctorate, enter your currently most advanced degree you have and the date and year of acquisition of that degree.

5. Affiliation and post/position

Accurately enter your present affiliation and post.

6. Contact information (phone, e-mail address)

Enter a phone number and e-mail address which the University can use to contact you.

7. Desired post

Check (✓) in the parenthesis immediately before your desired post.

8. Planned Research Facility

Enter the name of host researcher/institution/faculty you plan to work with.

Applicants are strongly encouraged to find the facilities for their research after employment by the University as *Hakubi* researchers. If you have found suitable research facilities on the University campus and obtained permission from the host researcher/institution/faculty, please fill out the details of the host (names of the laboratory, department, school/faculty, etc.) and check (✓) before “Permission obtained” on the Form.

If you have not yet received permission, please specify desired host researcher and check (✓) “Desired.”

9. Research title

Enter the title of your planned research project in 80 characters or less in English.

II Details of Proposed Research

Use 10.5 point or larger fonts. Follow the instructions given below.

1. Outline of proposed research project

Outline your research for the project in around 50 words in English.

2. **Researcher's career**

Enter your research career in reverse chronological order, beginning with your present post and dating back as far as graduation from your most recent degree course.

In addition to your research activities, briefly describe any aspects that you believe to be notable (awards that you received, for instance).

If you consider it necessary, add a supplementary explanation about the background or specific requirements of your research activities, since research methods and processes can differ significantly depending on individual academic fields.

3. **Research Plan**

Follow instructions specified on the Proposal Form.

Purpose of research: First, describe your general research plan and specific objectives of the planned research to be conducted over the five-year term. Next, describe the background of your research, what you intend to clarify during the term of your appointment; along with original features, expected results and significance of the planned research. Please explain these issues clearly and briefly, by referring to specific items and focal points.

Research plan & method: Describe your research plan and method by indicating a specific research schedule within the five-year term. Also describe your ideas and schemes to fulfill your research objectives.

Research facility: Enter the research facility that you will conduct your research at after being appointed and whether or not you have obtained permission from the host researcher/institution/faculty. Also describe details of your research environment, including types of facilities, equipment and materials you will use for conducting the planned research.

If you have not yet found any place available for your research, please describe the desired research environment and specify the host researcher/institution/faculty you would like to be affiliated with.

Research results: Describe the media you are planning to use in order to publicize results of your research to the general public.

Previous achievements: Freely describe about your academic achievements.

Other: Enter anything that you wish to convey to judges about yourself.

Write freely using at least five pages but not exceeding ten pages. You can also enter tables and figures if this is deemed to be necessary.

4. Researchers from the relevant academic field(s) –For reference

Please specify up to five researchers (and their affiliations) who have detailed knowledge about the content of your planned research and who are the most appropriate to evaluate it.