

To: The heads of relevant institutions

From: Masahiko Hayashi, Director General, National Astronomical Observatory of Japan

FY 2018 Call for Joint Development Research and Research Assemblies
on an Open Application Basis (Notification)

The National Astronomical Observatory of Japan (NAOJ) is issuing a call for applications for joint development research and Research Assemblies. Please convey this notification to researchers at your organization.

1. Open Application Categories

(1) Joint Development Research: This is support for Joint Research in collaboration with Research and Academic Staff and/or Specially Appointed Teachers (Employees on Annual Salary System) at NAOJ for the development and production of new equipment, or fundamental development research related to observation as well as experimentation.

This research aims to promote the research and development for effective equipment and software for astronomical observations. Applications will be evaluated based on the significance of the development research, the usability for joint research work, and the contribution to research conducted by institutions, including NAOJ and universities.

Interviews may be conducted for screening proposals. In the case that interviews are conducted, they will be scheduled for February , 2018. We will contact you separately after the application deadline to inform you whether or not there will be an interview, and the details there of.

A new category named “Large-scale research plans” started from FY2017, so that we can support larger research which previously was not supported.

- It is not allowed to apply to both categories for the same research subject.

- Those who applied for Joint Development Research last year with a multiple year research plan, must apply using the application form for continued plans and choose the suitable category. (If the requested expenses are higher than 5 million yen, choose Large-scale research plan and if they are less than 5 million yen, choose Ordinary research plan.)

- Projects belonging to the category of “Large-scale research plans” only can use up to 60% of the budget for employment costs. However, this

must be approved when the proposal is adopted. Also, the person must be employed at the applicant's organization and the applicant's organization must do the labor management. We do not place restrictions on the job title, details of the work, or the period of employment, but this information must be included in the proposal along with the reason why the position is required and the direct relation between the position and the research activities. Furthermore, in the research report you must describe the results enabled by the employment. Even if you apply for the continued plan, the approval procedure will be performed each year, so you can't promise the employment will continue to the next year. You must specify that the employment is only for one FY when you post a call for human resources recruitment. Also, if you need to change the portion of the research budget allocated to employment costs, you need the advance approval of the Research Coordination Committee.

○ **Large-scale research plan**

Budget scale	From 5 million yen to around 10 million yen
Expected number to be adopted	Around 1

○ **Ordinary research plan**

Budget scale	Less than 5 million yen
Expected number to be adopted	Around 8

(2) Research Assemblies:

This is support for international or domestic research assemblies to be held at NAOJ. In the past 3 years, the amounts allocated to the adopted proposals ranged from 210 thousand yen to 1 million yen per proposal, amounting to 9.8 million yen - 15 million yen in total per year. There will be two calls for applications.

Deadline for the first application period:

Friday, January 19, 2018 17:00 (JST)

(Assembly date: From April 2018 to March 2019)

Deadline for the second application period:

Friday, June 29, 2017 17:00 (JST)

(Assembly date: From October 2018 to March 2019)

Two-thirds of the budget will be made available for the first application

period and one-third will be allocated for the second application period.

2. Applicant Eligibility: Researchers at national, municipal, and private universities; and national and municipal research institutions; or any person with equivalent status. If you are a graduate student, please submit an application with your instructor.

Those who have been suspended by The Cross-Ministerial R&D Management System (e-Rad) are not eligible to apply.

3. How to Apply: Please submit the specified application form and an agreement form filled in by the head of your affiliated institution (or someone of equal authority, such as the Dean of the Department or Institute Manager). **Please send the agreement form, sealed or signed by the head of your affiliated institution, by post.**

The application form must be submitted as an **attachment to an Email using the PDF format (20 MB maximum). Only the PDF format is acceptable.** After receiving the application, we will acknowledge receipt by replying to the Email address provided within three Japanese working days in. If you do not receive this Email, please make sure to contact us by phone.

4. Important Notices for Applying:

(1) Please make sure to state the details of any other grants you may hold, such as Grants-in-Aid for Scientific Research, including the amount. For the content and expense of the research, please clarify the necessity of joint research with NAOJ and the allocation of duties between joint researchers from your organization and NAOJ.

(2) In the case that items are delivered to or used at the applicant's institution, the applicant (or if the applicant is a graduate student, their instructor) shall be appointed as an inspector with the responsibility to examine the items upon receipt.

(3) For the joint development research, it is possible upon request to allocate the budget to your organization before the start of research by entering into a contract between NAOJ and your organization. (This excludes cases where the budget is used only for traveling expenses.) Please make sure to confirm this matter with your administration section before applying. The format for the contract will be provided when we contact you about the post-adoption administrative procedures. Please note that any indirect costs for this will not be borne by NAOJ.

The details of the procedure will be included in the notification of adoption. Please review your research plan carefully and discuss it with joint researchers from NAOJ before applying.

(4) The application forms should be filled out using 11 point font or larger.

5. Application Deadline: Applications received after the deadline will not be considered.

Friday, January 19, 2018 17:00 (JST)

(Joint Development Research, Research Assemblies first deadline)

Friday, June 29, 2018 17:00 (JST)

(Research Assemblies second deadline)

- 6. Selection:** The Director General of NAOJ will make the final decisions on the adoption of research proposals and the allocation of the budget, following deliberation by the Research Coordination Committee of NAOJ.
- Regarding the joint development research, the major criteria** are (1) academic significance (originality, extendability to astronomical research), (2) significance of joint research to be conducted with NAOJ, (3) reasonability of the direction and the method of the research (achievability of the plan within the research period, and accuracy of the annual plans). **Regarding the research assemblies, the major criteria** are (1) academic significance (including impact of scientific study on society), (2) significance of conducting the assembly at NAOJ, (3) achievability of the plan.
- If a plan for joint development research is to be conducted over more than one year, please state this on the application form, and submit another application form in the following year.
- 7. Notification of Proposal Adoption:** Deliberation on proposal adoption is scheduled to be conducted in late February 2018. Following the finalization of the FY 2018 budget, we will convey the results to the head of your organization. (For the second application term for Research Assemblies, deliberation is scheduled to be conducted in July, 2018.)
- 8. Use of Facilities:** When using facilities at NAOJ, please comply with the regulations of both the National Institutes of Natural Sciences and NAOJ, and follow the instructions given by the responsible person in charge of the facilities.
- 9. Research Report:** Please submit a research report in the specified format to the Director General of NAOJ within 30 days following the completion of research. The report may be put on the webpage, and in some cases, we may request you write an article in NAOJ's newsletter. Also, two years after the Joint Development Research concludes, we will send a questionnaire regarding its results and related effects.

10. Where to Submit Application Forms and Contact Details

[Where to submit application form] kenkyu-koryu2018@nao.ac.jp

[Where to send agreement form]

**Research Support Section, Research Promotion Division, Administration Department
National Institutes of Natural Sciences, National Astronomical Observatory of Japan**

(Contact) TEL: +81-422-34-3560

E-mail: kenkyu@nao.ac.jp

Webpage: <http://open-info.nao.ac.jp/kouryuu/koubo/kyodokaihatsu/index.html>

(Application form can be downloaded)

- 11. Others: Once a proposal is adopted**, any student or researcher with no affiliation who is to participate in the joint research must join the “Disaster and Accident Insurance for Student Education and Research” or an equivalent insurance scheme.

The National Astronomical Observatory of Japan offers other open application schemes as follows:

- Open application for joint use of observatory equipment
- Open application for joint research mainly concerning the use of supercomputers
- Open application for research meetings of special fields or observatories

For details about the above open applications, please refer to the webpages for each project/center/division. Links to each page can be found under the NAOJ “Project” website.

[<http://www.nao.ac.jp/en/project/>]