

AY2024 Waseda Institute of Political Economy

Application Guidelines for Research Projects

1. Research Contents

Collaborative research projects that serve our needs and are creative and original.

2. Qualifications for Applying

Applier (Research Projects Representative) must be “Researchers” (defined in Section 4).

Other qualifications are described below.

①General Research Project.

Item		Regulations
Application Requirements	Outside Funding	Any of following <ul style="list-style-type: none"> Apply for an outside funding within an year from April of the following year Applicants must be in the process of applying for external funding at the time of application. If no application is applied, the applicant should be asked to submit a statement of reasons.
	Student Participation	Participation by students in doctoral programs in the FPSE is recommended.
	Deliverables	Submit at least one deliverable (externally published) per year
	Activity Report	Submit an annual report of activities (including a report on the status of applications for external funding)
Grant		Up to 200,000 yen
Application Period		December (Grant will be awarded after April of the following year)
Continuous years		<ul style="list-style-type: none"> One year Even if the application for the outside funding is not accepted, and if the applicant has a plan to apply again, he/she can apply for this in the following year.
Number of attendees		More than two concurrent institute members

②Outside Funding Project (with Grant)

項目		規定内容
Application Requirements	Outside Funding	Must have already obtained external funding.
	Student Participation	Participation by students in doctoral programs in the FPSE is mandatory.
	Deliverables	Submit at least one deliverable (externally published) per year
	Activity Report	Submit an annual report of activities
Grant		Up to 200,000 yen
Application Period		December (Grant will be awarded after April of the following year)
Continuous years		<p>There is no specific deadline, but applications for continuation shall be submitted each year.</p> <p>Due to budget limitations, depending on the number of projects, the Steering Committee may decide to move a project to a non-subsidized project or not allow it to continue.</p>

Number of attendees	More than two concurrent institute members
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③Outside Funding Project (No Grant)

項目		規定内容
Application Requirements	Outside Funding	Must have already obtained outside funding.
	Student Participation	Participation by students in doctoral programs in the FPSE is recommended.
	Deliverables	Submitting at least one deliverable (externally published) per year is recommended.
	Activity Report	Submit an annual report of activities
Grant		None
Application Period		Anytime.
Continuous years		There is no specific deadline, but applications for continuation shall be submitted each year.
Number of attendees		More than one concurrent institute members

3. Application Procedure

- ① Fill out Microsoft Forms (URL is on email with application guidance sent by WINPEC office)
- ② Submission of the “Application Form for Research Projects (FormA)”, “Participants Registration List (Form B)”, with a copy of material indicating that the relevant of outside funding is under application or have been obtained.
- ③ Submission of CVs (Designated form) is required for Associate Researchers/Assistant Researchers who are not affiliated to Waseda University. However, for those who have submitted CVs to WINPEC office after AY 2019 are not required to submit again. Please write down your gender, but you do not necessarily have to fill this out. Even if it is not filled out, it will not be disadvantageous against you in the screening process.
- ④ The deadline for submission of the application form is **Friday, January 19 2024. (This deadline is strictly observed.)**

4. Composition of Members

● Researchers:

Full-time faculty members of the Faculty of Political Science and Economics involved mainly with GSPS/GSE or recommended by the Director and approved by the relevant committee. Also, full-time faculty members from other faculties who are recommended by the Director and approved by the relevant committee.

● Associate Researchers:

Part-time lecturers, Assistant professors, Research Associates, Emeritus Professors in Waseda University. Also, part-time lecturers (or higher) from other universities and those with a Research Fellowship for Young Scientists (PD) (or those deemed to have the same ability).

● Assistant Researchers:

Doctoral students of Waseda University or those deemed to have the same ability. (This also includes those over the age of 70 years who have demonstrated exceptional performance in a project.)

5. Participation Restriction

Participants may join no more than two research projects.

6. Selection ▪ Adoption

The selection and adoption will be approved at WINPEC Steering Committee at February.

