

Q & A on Basic Science and Environmental Research Grants (frequently asked)

Question	Answer
1 Qualification of Applicant	
① Is any age restriction applied?	No. There is no age restriction.
② Is a foreign researcher with non-Japanese nationality eligible to apply? If yes, can a Japanese person apply on behalf of the foreign researcher?	Yes. Regardless of the nationality, such applicant must belong to a university, a college or a research institution in Japan with an approval from an authorized person representing the affiliation to apply for this grant program. The application by someone else on behalf of the applicant cannot be accepted. With regard to the English Application, please refer to Question 5-⑥.
③ Is a foreign researcher with permission for permanent residence in Japan. eligible to apply? If yes, can a Japanese person apply on behalf of the foreign researcher?	Yes. If such an applicant belongs to a university, a college or a research institution outside Japan , the applicant should obtain an approval from an authorized person representing the affiliation to apply for this grant program. The application by someone else on behalf of the applicant cannot be accepted. With regard to the English Application, please refer to Question 5-⑥.
④ I have Japanese nationality, but reside abroad now. Am I eligible?	Yes. If you belong to a university, a college or a research institution outside Japan , you should obtain an approval from an authorized person representing the affiliation to apply for this grant program. With regard to the English Application, please refer to Question 5-⑥.

Question	Answer
<p>⑤ Is a freelance researcher who does not belong to any research institution eligible? If yes, how to describe in the application form?</p>	<p>Yes. However, such an applicant must have Japanese nationality or permission for permanent residence in Japan. “N/A” is to be input in the column of “Affiliation” on Page 1 of the application form. With regard to the English Application, please refer to Question 5-⑥.</p>
<p>⑥ Is a graduate student eligible?</p>	<p>Yes.</p>
<p>⑦ I am a teacher of an elementary school (or Junior high school or high school or technical college) Am I eligible?</p>	<p>Yes.</p>
<p>⑧ I belong to both a university and a profit-making corporation. Am I eligible?</p>	<p>No. Anyone who belongs to a profit-making organization even partially is not eligible.</p>
<p>⑨ Some collaborators belong to profit-making organizations. Am I eligible?</p>	<p>Yes. It does not matter whether a collaborator belongs to a profit-making organization or not.</p>
<p>⑩ I am involved in another research project as a collaborator. Am I eligible to apply for the different research project?</p>	<p>Yes.</p>
<p>⑪ I have been awarded the current year’s grant. Am I eligible to apply for a continued research project under the same research subject since the current project may not be completed by the current expiration date?</p>	<p>Yes. Basic Science Research Grant Program allows a continued project up to 2 years, while Environmental Research Grant Program does not.</p>
<p>⑫ Are parallel applications for General Research and Special Research of Environmental Research Grant Program or of Basic Science Research Grant Program and Environmental Research Grant Program acceptable?</p>	<p>No. Parallel applications or simultaneous plural applications are not acceptable. Please select only one grant application. If the Sumitomo Foundation (“Foundation” hereafter) notices parallel or plural applications, such applicant will be immediately disqualified.</p>

Question	Answer
⑬ Can a student join the project as a collaborator?	Yes.
⑭ The collaborator is awarded by the other grant organization. Should this fact be described in the application form?	Yes. Please describe the grant by the other grant organization if the research subject is the same as or similar to the proposed research.
⑮ 【Only for Basic Science Research】 I have been awarded by the other grant organization for a different research subject. Do I need to describe such grant in the application form?	Yes. Please describe such grant of 10,000,000yen or more in the designated column on Page 5 of the application form.
2 Applicable Research Project	
① Is remuneration for a temporal staff or a student applicable expense?	Yes. However, remuneration for services rendered by the applicant and/or his/her collaborator is not applicable.
② Are admission fees for research symposia which the applicant does not belong to applicable?	Yes.
③ Is software development cost which is especially needed for analysis applicable?	Yes. However, software for general use is not applicable.
④ Are indirect expenses (or Overhead Expenses) of applicant's affiliation applicable?	No. Indirect expenses (or Overhead Expenses) of the affiliation are not applicable at all. The grantee should submit a "CERTIFICATE OF OVERHEAD EXPENSES" issued by the affiliation to Foundation once your application is adopted.
⑤ 【Only for Special Research of Environmental Research Grant】 Is an ongoing research project also eligible?	Yes. Not only a new research project but an ongoing research project is also eligible.
3 Duties of Applicant (as Grantee)	
① Does a collaborator also need to sign an "Agreement" with Foundation?	No. Only a grantee needs to sign an "Agreement" with Foundation.

Question	Answer
4 Selection Procedure	
① Is there an interview with Foundation during the course of selection?	No. The selection is carried out on an application documents basis only.
5 Application Procedure	
① Does an Email Application need a signature and a seal (or Hanko)?	No. However, you need to sign and affix your seal on Page 1 when you send the original documents to Foundation by post after the Email Application.
② Does an Email Application need a signature and a seal (or Hanko) of the affiliation as an authorization?	No. However, you need a signature and a seal of your affiliation on Page 1 when you send the original documents to Foundation by post after the Email Application.
③ The space of the application form is too small to fill in details. Can I expand some columns as needed or attach additional documents?	No. Please do not alter the format of the designated application form. The application consists of only 5 pages. Additional documents are not accepted. Should additional paper be attached, those documents would not be considered for selection.
④ Can I print the original application in color?	Mono-color print is recommended because a mono-color copy of the application is used at the selection committee, even if color prints are sent to Foundation.
⑤ Can I print the application form in dual-side copy?	No. Application forms should be in single-side copy from Page 1 through Page 5 for Foundation's smooth operation.

Question	Answer
⑥ Can I apply in English?	<p>Yes, if you are a qualified applicant.</p> <p>The application forms must be prepared in either Japanese or English.</p> <p>But in the case of English application, only Page 1 of the application form must be filled in Japanese. The contact person who is able to communicate in Japanese both orally and in writing must be named in the required column on Page 1. The contact person should belong to the same affiliation as the applicant if the applicant belongs to a university, a college or a research institution.</p> <p>As for an application from a foreign country, the applicant name and the address on Page 1 may be written in English or a letter-size application form may be exceptionally acceptable.</p>
⑦ If the applicant is outside Japan and does not have a stamp (Hanko), is the sealing necessary on the application?	<p>Yes.</p> <p>However, a signature is alternatively acceptable only if the applicant cannot make it by the deadline of submission.</p>
⑧ How can I obtain the authorization from my affiliation abroad?	<p>Please have the head of the department to which you belong sign in the designated space on Page 1.</p>
⑨ What should I do if an amendment is needed after submitting an Email Application?	<p>After submitting an Email Application, if an amendment is needed, please attach a small tab indicating “Amendment” and highlight the data amended on Page 1 of the original hard copy of the application form. Otherwise, the original data of Email Application may be considered at the selection committee without amendment.</p>
⑩ What should I do if I need to withdraw my application.	<p>Please contact Foundation immediately by email or phone. Even after an Email Application and before a Postal Application (after obtaining the receipt number) is submitted, immediate contact is necessary.</p>
⑪ What should I do if I am transferred to another organization after submission of the application?	<p>Please contact Foundation immediately by email or phone.</p>
⑫ What does “Major Academic Achievement of Applicant” stand for?	<p>Major Academic Achievement would be published articles, books, awards, grants, etc.</p>

Question	Answer
<p>⑬ Can I use my common name (or maiden name) instead of real name on the application?</p>	<p>Yes. You can also write both your real name and common name together. In this case, please write basically as in “Real Name (Common Name or Maiden Name)”. If you prefer any different way, please consult Foundation beforehand. Please note the grantee’s name will be disclosed as is described in the application.</p>
<p>⑭ Is the total amount of “Breakdown of Applied Grant Amount” on Page 5 equal to “Overall Project Budget” on Page 1?</p>	<p>No. The total amount of “Breakdown of Applied Grant Amount” on Page 5 should be equal to “Applied Grant Amount” in the bold-framed box on Page 1</p>
<p>6 Others</p>	
<p>① When can I receive the grant when adopted?</p>	<p><u>Basic Science Research Grant and Environmental Research Grant (only for General Research)</u> The grant will be paid in two installments basically. First Payment: in late November or later Second Payment: in early next March However, a lump-sum payment is possible, if required. <u>Environmental Research Grant (only for Special Research)</u> The grant will be paid in four installments basically. First Payment: in late November or later Second payment: in early next March Third Payment: in early next September Last Payment: in early March two years later</p>
<p>② How can I receive the grant fund?</p>	<p>The payment will be made according to your instruction either at your newly opened personal bank account (under the joint name of “the Sumitomo Foundation’s grant account”) or the bank account designated by your affiliation.</p>
<p>③ Is the grant fund distributed to collaborators?</p>	<p>No. Foundation will not distribute the fund to collaborators.</p>
<p>④ Does the output or the intellectual property right from the research project belong to the Foundation?</p>	<p>No. Outcome from the research project does not belong to Foundation.</p>

Question	Answer
⑤ Can I extend the grant period?	<p>Yes.</p> <p>Both Basic Science Research Grant and Environmental Research Grant may be extended by 2 years maximum, if required with a specific reason during the course of the research project with Foundation's prior approval. (This extension rule was modified as from FY2018.)</p>
⑥ What should I do if I would like to suspend my research project due to maternity or parental leave?	<p>Please contact Foundation beforehand mentioning the period of suspension. Apart from the stipulation of the grant extension above, the grant period may be extended taking the required period of suspension into account.</p>
⑦ Can I make an inquiry to Foundation in English?	<p>No.</p> <p>We are afraid that inquiries in English will not be handled. Please make inquiries in Japanese by yourself or the alternative contact person.</p>