

Kyoto University Gender Equality Promotion Project
Restart-up Research Grant Program
Application Guidelines (AY 2025)

1. Objectives

As part of its efforts to promote gender equality and healthy work-life balance, Kyoto University provides a support grant to help researchers maintain their research activities and continue their careers when they are temporarily interrupted by life events such as childbirth, childcare, or family care.

2. Eligibility

Applicants must be researchers employed by Kyoto University (faculty members, researchers, medical staff, etc.) who meet the following conditions:

- Those who must unavoidably suspend (or plan to suspend) their research activities for approximately three consecutive months or more due to pre/post-childbirth leave, childcare leave, or family care leave (hereinafter referred to as “leave, etc.”).
- Those who have returned to work within approximately one year from the start of the support (including those on pre-childbirth leave and expecting delivery).
- Those who will continue their research activities at the university during the support period.

Points to notes:

- Researchers in any field are eligible.
- Part-time faculty/staff members who are employed by an institution other than Kyoto University may apply only if their number of working hours per week at Kyoto University exceeds those at the other institution.
- JSPS fellows are eligible except for those on a doctoral course (DC).
- Recipients must have a unique researcher number in the Cross-Ministerial Research and Development Management System (e-Rad).
- Both persons in a married couple may apply.
- Support will be provided only once per single leave period, etc. However, if you have taken a different leave, etc., other than the leave, etc., for which you are already receiving support, you may make a new support application.

3. Amount of grant and number of awards

Successful applicants shall be awarded a grant of JPY 500,000. The maximum number of awards per fiscal year is approximately 10 (cumulative for both first and second semesters).

- The grant can only be used to cover expenses necessary for carrying out a research plan, and it must be used for research activities within the support period.
- Eligible expenses are limited to the following items. Please note that a detailed statement of expenses is not required at the time of application, but must be included in the performance report.

Eligible expenses: Expenses necessary for carrying out a research plan

Examples:

Supplies expenses: Expenses for consumable items for research

Equipment expenses: Expenses to purchase research equipment, etc.

Personnel expenses: Expenses to employ research assistants

*If the applicant is a part-time faculty/staff member, it is permitted to employ assistants for a number of hours that does not exceed the weekly working hours of the applicant.

Travel expenses: Transportation expenses to participate in academic conferences, research meetings, etc.

Compensation: Compensation payments for proofreading, translation, and other services

Outsourcing expenses: Data analysis commission fees, outsourced inspection fees, etc.

Other expenses: Postage expenses, printing and binding fees, conference participation fees, etc.

Ineligible expenses: Expenses for office supplies/equipment, facilities, utilities (light, heating, water, and telephone), and other expenses not directly necessary for research activities.

*In the case of expenses other than those mentioned above, please confirm their eligibility with the administrative office of your faculty/department of affiliation before using the grant money.

4. Support periods

➤ First semester: April 1, 2025–March 31, 2026

➤ Second semester: October 1, 2025–March 31, 2026

*Grants can be used only after returning to work from a period of leave, etc.

5. Application periods

➤ First semester: December 2, 2024 (Monday)–January 15, 2025 (Wednesday)

➤ Second semester: June 2, 2025 (Monday)–July 15, 2025 (Tuesday)

6. Application procedures

Please complete the designated application form and submit it to the Diversity Promotion Section by email via the head of your faculty/department of affiliation (departmental administrative office), after consulting with your laboratory.

7. Selection

If there is a large number of applicants, the Career Continuity Support Expert Committee of the Gender Equality Promotion Center will select the successful applicants. In principle, the selection will focus on the following points, and those who meet these criteria will be prioritized.

- Those who will experience a significant disruption due to the suspension of their research
- Those who have a low possibility of finding alternative funding

8. Notification of selection

For first semester applications, the selection notification will be sent by email around mid-March 2025. For second semester applications, the selection notification will be sent around mid-September 2025.

9. Method of provision

After the grant is awarded, it will be provided to the applicant's faculty/department (once a year). However, the grant can be used after the recipient returns to work.

10. Performance report

A performance report using the designated form must be submitted by May 1, 2026 (Friday) .

11. Other matters

- In principle, submitted application forms, etc. will not be returned. Personal data provided in such documents will be used only for the program selection process.
- If you apply for the program with the assumption that you will return to work while taking leave, etc., please confirm the period for which you will return to work and ensure that it does not conflict with the grant period. As a general rule, if the recipient does not return to work as scheduled, the grant will be withdrawn. In the event of such circumstances, please contact the Diversity Promotion Section via your faculty/department's administrative office.

Contact for inquiries

Diversity Promotion Section, Staff Development Division

Personnel Department

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