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## **Strategic Japanese-Swiss Science and Technology Programme (SJSSTP)**

### **Joint Research Projects: Call for Proposals 2022**

Opening date: 01 April 2022  
Closing date: 30 June 2022

**Call on the topic of “Designing Future Societies” (All disciplines)**

**A maximum of 10 joint projects will be funded.**

## 1. Introduction

On 10 July 2007, the Swiss Federal Council and the government of Japan signed a framework agreement on technical and scientific cooperation, the Strategic Japanese-Swiss Science and Technology Programme (SJSSTP). The purpose of this agreement is to facilitate the expansion and strengthening of relations between scientific research organisations, institutes, higher education institutions and other legal entities and natural persons of the States of the contracting parties by creating favourable conditions for cooperation and its development on a mutually beneficial, equitable basis.

Joint Research Projects (JRPs) are one of the funding schemes that resulted from the above mentioned agreement. The Swiss National Science Foundation (SNSF) was mandated by the Swiss State Secretariat for Education, Research and Innovation (SERI) to implement the call for JRPs on the Swiss side. After two successful calls in 2016 and 2018, the SNSF and the Japan Society for the Promotion of Science (JSPS) agreed to launch a third joint call for proposals to fund JRPs in 2022.

For more details for Japanese researchers who apply to JSPS, see the [call document](#).

## 2. Joint Research Projects (JRPs)

Grants for JRPs will promote collaborative projects with clearly defined goals involving at least one partner based in Switzerland and one based in Japan. Applications should describe ambitious research and propose innovative approaches. The research is to be carried out at the research facilities involved; reciprocal visits and short stays in Switzerland for researchers from Japan and vice versa are possible within the scope of a JRP.

**Project duration:** The duration of a JRP is 36 months.

## 3. Research fields

The topic for the call is “Designing Future Societies”. This relates to the [United Nation’s 17 sustainable development goals](#) and the [world exhibition 2025 in Osaka](#). Proposals from all disciplines are eligible, provided that they match the topic.

## 4. Eligibility

Each proposal for a JRP must have at least one applicant based in Switzerland and one applicant based in Japan; they will be the principal investigators on the Swiss and Japanese side respectively. They bear the main responsibility for the project, including its technical and administrative coordination as well as timely delivery of scientific and financial reports. Further applicants based in Switzerland and/or in Japan can also participate.

**Eligibility criteria in Switzerland:** Applicants requesting funding must meet the eligibility requirements of the SNSF. The [SNSF Funding Regulations](#), the [General implementation regulations](#) and the [Regulations on Project Funding](#) are applicable or applicable *mutatis mutandis* where not stated otherwise. All main applicants and further applicants may only submit one application per call. Project partners as described in Article 11, Paragraph 2 of the SNSF Funding Regulations are not entitled to receive funds from the SNSF if their affiliated institution is located in Japan. Applicants can submit a proposal for a JRP under the present call even if they hold or have applied for another SNSF grant. Moreover, grantees may submit proposals to all SNSF funding schemes during the funding period of a JRP. In either case, substantial thematic overlaps must be avoided and applicants must be in a position to make substantial contributions to each of the research projects (cf. Article 17 of the SNSF Funding Regulations). Please note that the present call is not in conflict with the restrictions applicable to the SNSF's national project funding in accordance with Article 13 of the Regulations on Project Funding.

**Eligibility criteria in Japan:** Applicants (Principle Investigators) must be researchers affiliated with a university or research institution in Japan that are specified in Article 2 of the Procedures on the Handling of Grants-in-Aid for Scientific Research (KAKENHI)\*, issued by the Ministry of Education, Culture, Sports, Science and Technology (MEXT), and they must be eligible to apply for a KAKENHI Grant-in-Aid. As the Principal Investigator (PI) is overall responsible for and plays a vital role in carrying out the project plan, care should be taken not to appoint a person to the position who might lose his/her PI eligibility or otherwise be unable to perform the PI's duties during the full period of the project's implementation.

\* Institutions specified as eligible in Article 2 of the procedures on handling of Grants-in-Aid for Scientific Research:

- 1) Universities and interuniversity research institutions
- 2) MEXT-affiliated institutions engaged in research
- 3) Colleges of technology
- 4) Institutions designated by the Minister of MEXT

## 5. Funding

JRP proposals contain two separate budgets: one budget in CHF for the Swiss part (to be paid by the SNSF according to the SNSF's rules) and one budget in JPY for the Japanese parts (to be paid by JSPS according to their own respective rules). The available budget for this call allows for the funding of 10 projects from all disciplines, provided that a sufficient number of high-quality proposals are submitted. The funding per project is sufficient for each side to support employees' salaries (PhD students, postdocs, other staff) as well as consumables, some minor equipment and mobility costs related to the project.

For the funds requested in Switzerland, please refer to the respective data container on *mySNF*. Regarding the funds requested in Japan, fill out the JSPS financial form provided in Annex 2 and upload it as a PDF to the respective data container on *mySNF*.

**Eligible costs in Switzerland:** The maximum permissible budget for a project is CHF 250'000. The funding categories are:

- Personnel costs (salaries within the salary ranges and rates set by the SNSF and social security contributions of scientific and technical employees); please note that the salaries of applicants and co-applicants are not eligible costs
- Material costs, if they are directly linked to the research project, in particular material of enduring value, the cost of expendable items, field expenses, travel expenses or third-party charges
- Direct costs incurred through the use of research infrastructure linked to the research
- Costs for granting access to research data (Open Research Data, max. CHF 10'000 per project)
- Costs for organising conferences and workshops in connection with the funded research.
- Costs for national and international cooperation and networking activities directly associated with the funded research.

The [SNSF Funding Regulations](#) apply to the Swiss budget. However, overhead costs are not admissible. Please note that costs for open access publications can be requested separately via the SNSF's [OA platform](#). Flexibility grants and other supplementary measures can be requested during the running time of the projects.

**Eligible costs in Japan:** The maximum permissible budget for a project is JPY 10 million per fiscal year (up to JPY 30 million for three years).

The funding categories are:

- **Research expenses:** Cost of goods, travel costs (transportation, living allowances) and employee salaries, except for main applicant. For more details for Japanese researchers who apply to JSPS, see the relevant call document. Please refer to Appendix 1 (in Japanese) of the JSPS Application Guidelines, which can be downloaded [here](#).
- **Visiting costs between Switzerland and Japan:** When budgeting visits between the Swiss and Japanese partners, all related expenses are to be covered by the visiting side according to national rules and restrictions. The hosting side is expected to extend the required logistic and research facility support.

## 6. Submission

**Proposals are to be jointly prepared by the applicants in Switzerland and Japan but will solely be evaluated by the SNSF.** Therefore, the main applicant in Switzerland must submit the proposal to the SNSF via its electronic submission system ([mySNF](#)). The main applicant in Japan only needs to submit the basic information to JSPS via the JSPS Online Application System. For the details, please refer to the [JSPS website](#). Hard copies will not be accepted.

After logging in to *mySNF*, the correct funding instrument must be chosen (Programmes (national and international) > Bilateral Cooperation (Initiative of the State Secretary for Education, Research and Innovation) > Strategic Japanese-Swiss Science and Technology Programme (SJSSTP)).

The application consists of two parts:

- The administrative part, which must be completed directly on *mySNF*.
  - Personal data of the main applicant in Switzerland
  - Personal data of the main applicant in Japan
  - Personal data of further applicant(s) in Switzerland and/or Japan
  - Data of project partners
  - Information on the employment of all applicants
  - Basic data on the project (e.g. title, research field, starting date, duration, summary)
  - Funding requested from the SNSF
  - Information on authorizations required
  - Data Management Plan (DMP)
  - Other information (e.g., whether the project is related to other SNSF projects, name of the Swiss university/research institution at which the planned project will be implemented, information concerning national and international collaborations, information concerning already available funds or funds requested elsewhere).
  
- PDF documents that are to be uploaded to *mySNF*:
  - The project plan (**must follow the structure indicated in Annex 1**)
  - The CVs and publication lists of all applicants (in Switzerland and Japan)
  - Equipment quotes (if applicable)
  - The JSPS financial form (see Annex 2)

**mySNF:** Note that a user account is needed in order to submit proposals via *mySNF*. To open an account, register as a user on *mySNF*. Applicants with existing user accounts need not apply for new ones. For specific questions related to [mySNF](#), contact the support team by e-mail ([mysnf.support@snf.ch](mailto:mysnf.support@snf.ch)) or telephone (+41 31 308 22 00).

**Data Management Plan:** The proposal must include a [Data Management Plan](#) (DMP) set up according to the requirements issued by the SNSF. The proposal can only be submitted once the DMP has been completed. The content of the DMP is directly entered on *mySNF*. It is not possible to upload a DMP as a separate PDF file. It is recommended that sufficient time is planned in for the completion of the DMP. The DMP is not shared with external reviewers. An updated version must be provided at the latest by the end of the project.

**Good scientific practice:** The submitted documents must comply with the principles of [scientific integrity](#). Proposals that contravene the rules of research integrity or good scientific practice will not be considered (cf. Art. 15 Paragraph 2 of the SNSF Funding Regulations).

**Deadline for submission of applications:** The deadline is 30 June 2022, 5PM CET. Incomplete applications are not eligible. No request for extension of the deadline will be considered. Please consult [JSPS' website](#) concerning its deadline for submitting the basic information via its online tool.

**Language:** All documents must be submitted in English.

## 7. Evaluation

This third joint call within the SJSSTP will be evaluated by the SNSF, and JSPS will follow the SNSF's funding decision.

**Peer review:** Proposals for JRPs will be reviewed according to standard international peer review procedures, organised by the SNSF. The reviewers are determined by the members of the evaluation panel and the administrative offices. These external experts complete a peer review of the applications and assess the scientific quality of the JRPs.

**Evaluation panel:** An evaluation panel will be set up by the SNSF. The panel is composed of international experts proposed by the SNSF. Based on the peer reviews and the panel members' own assessment, the evaluation panel will rank the proposals. The panel members' recommendations will include a rationale for the rating. Priority will be given to applications with the highest rankings, regardless of the research area.

**Decision:** At the SNSF, the ranking list and the projects proposed for funding must be approved by the Specialised Committee for International Co-operation and the Presiding Board. At JSPS, it must be approved by the JSPS International Program Committee. By undergoing this procedure, the projects will be considered as approved by the Japanese-Swiss Joint Committee.

### **The criteria used to evaluate the scientific quality of the proposals:**

- Scientific relevance
- Originality of the aims and objectives
- Appropriateness of the methodology and feasibility
- Track record and expertise of the researchers
- Complementarity of the research partners

The evaluation results will be communicated to the main applicants in Switzerland by the SNSF, and to the main applicants in Japan by JSPS.

### **The following schedule is envisaged:**

Call for proposals	01 April 2022
Closing date of call for proposals	30 June 2022
Communication of final decisions on proposals	December 2022
Start of research (researchers in Switzerland)	01 January – 01 March 2023
Start of research (researchers in Japan)	01 January 2023

## 8. Reporting

**SNSF reporting:** The main applicant in Switzerland is responsible for the reporting to the SNSF. Standard SNSF regulations apply for both the financial and the scientific reports.

**JSPS reporting:** The main applicant in Japan is responsible for the submission of the scientific and financial report to JSPS every fiscal year.

## 9. VAT

**In Switzerland (SNSF funding):** The JRP grants are not subject to VAT or other taxes and charges. However, research expenses are not excluded from VAT. Therefore, all costs budgeted in a JRP (e.g., equipment, consumables, etc.) can be charged to the programme, VAT included, unless the research institution (e.g., university, public research organisation, etc.) is able to recover the VAT.

**In Japan (JSPS funding):** For details, please see Appendix 1 (in Japanese) in the [JSPS Application Guidelines](#).

## 10. Payments

**SNSF funding:** Standard SNSF rules apply. In principle, the budgets for JRPs are transferred in annual instalments to the affiliated institution of the main applicant in Switzerland at the beginning of a project year.

**JSPS funding:** In principle, the budgets for JRPs are transferred in annual instalments to the affiliated institution of the main applicant in Japan at the beginning of every fiscal year.

## 11. Publications and intellectual property

The grantees are obliged to publish research results obtained in the JRPs in appropriate form and according to SNSF and JSPS standards.

Grantees must consult both the Swiss and Japanese host institutions concerning their internal intellectual property regulations. For market-oriented projects, it is important that an agreement is made before the project starts.

## 12. Contact

### At the SNSF

Isabelle Fellner  
Swiss National Science Foundation  
International Co-operation division Wildhainweg 3,  
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Website: <http://www.snsf.ch>  
E-mail: [international@snf.ch](mailto:international@snf.ch) or [isabelle.fellner@snf.ch](mailto:isabelle.fellner@snf.ch)  
Telephone: +41 (0) 31 308 24 49

### At JSPS

Japan Society for the Promotion of Science  
International Research Cooperation Division II,  
International Program Department  
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Website: <https://www.jsps.go.jp/>  
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### **13. Annexes**

Annex 1: Guidelines for writing the project plan

Annex 2: JSPS Financial Form



## Annex 1: Guidelines for writing the project plan

The application must fulfil the following criteria for a successful submission:

- The entire project plan is written in English
- The research plan (i.e. chapters 1. and 2. of the project plan, excluding references) does not exceed 20 pages/80'000 characters (including spaces); a minimum of point 10 font size and 1.5 line spacing is used
- There are no annexed documents
- The application is submitted through *mySNF*
- The application is submitted within the deadline of **30 June 2022, 5PM CET**

The project plan consists of 7 parts:

1. Summary (max. 1 page, counts towards the maximum 20 pages)
2. Research plan (max. 20 pages/80'000 characters (including spaces), including title page, summary, footnotes, illustrations, mathematical formula, tables, and, if applicable, the table of contents, but excluding references)
3. Ethical, safety and regulatory issues
4. Research requiring authorisations or notifications on the Japanese side
5. List of ongoing and/or recent research projects between the applicants in Switzerland and in Japan
6. Requested funds

### 1. Summary (max. 1 page, counts towards the maximum 20 pages)

The summary should include the most important features of your research plan and place your project in a broader scientific context. This summary should be an exact copy of the one you have written in the *mySNF* data container "Basic data II".

### 2. Research plan (max. 20 pages/80'000 characters (including spaces), excluding references)

The research plan should be organised in 5 sections (2.1. – 2.5.). We strongly recommend using the section headings indicated below. The proposals will be sent out for external review. In order to ensure that the scientific content of your proposal can be adequately assessed, please provide a detailed research plan which clearly sets out the aims, subject matter and methods of the project you are planning. **The research plan must not exceed 20 pages/80,000 characters (including spaces). This includes figures, tables, formulae etc. but references do not count towards the limit. The font size should be 10 pt with a line spacing of 1.5. Annexed documents are not accepted.**

#### 2.1 Current state of research in the field

Outline the scientific background and basis of the project by citing the most important publications in the relevant field. Explain the need to perform research on the topic you propose and briefly describe important research currently being conducted internationally.

#### 2.2 Current state of your own research and partnership aspect

Describe briefly the work done by the different applicants in the relevant research field or in related fields and indicate the relevant publications. Explain how the applicants complement each other for the proposed research project. Describe past collaborations that involved the applicants in Switzerland and Japan (if applicable)

## 2.3 Detailed research plan

### Information on aims, rationale, methods and data

Against the background described in sections 2.1. and 2.2., state the aims that you plan to attain during the project. Consider the following points: Which investigations and/or experiments do you plan to carry out/are necessary to attain the stated aims? What is the rationale for getting the project started and how do you intend to develop the work later on?

### Information concerning the methods necessary to attain the aims:

Which are the methods available to you? To which other methods do you have access and how? Which methods need to be developed?

### Data and data collection:

Which data are available to you and from where? Which data need to be collected?

## 2.4 Work division, schedule and milestones

Indicate how you plan to divide the work among the different partners. Give an approximate schedule for the work to be carried out within the project and indicate the most important milestones. In particular, describe the major tasks of the staff to be employed within the project by the different partners. List the planned visits between the research groups in Switzerland and Japan (visiting scientist, hosting scientist, purpose of visit, date and duration of visit).

## 2.5 Importance, impact and results

### Scientific importance and impact

Describe the importance of your research for the scientific community and the impact you expect from the project on research and training/teaching in your field/discipline. Indicate how you will publish/communicate your results.

### Expected results and dissemination plan

Describe in detail the project outcomes you envisage. Explain how you will share these findings with stakeholders and the community. Address the potential for knowledge transfer to industry (if applicable).

### Broader impact

If your application concerns use-inspired research, please state whether and to what extent the proposed project will have a broader impact and what this impact will be. The following points should be addressed:

- Need for research as perceived by practitioners/industry: Are there any knowledge gaps? Are innovations and improvements expected?
- Transferability of results: To what degree can research results be put into practice?
- Other potential impacts: In which spheres outside science could the implementation of the research results lead to changes and what is the nature of these changes?

## 3. Ethical, safety and regulatory issues

Does your proposed work raise ethical, safety or regulatory issues? If yes, how will you deal with them? Please indicate clearly.

#### 4. Research requiring authorisations or notifications on the Japanese side

For the Swiss side, please see corresponding data container on *mySNF*. For the Japanese side, indicate whether the proposed research includes:

	YES	NO
Humans, human tissue samples or individual medical data		
Vertebrates, decapods or cephalopods		
Pathogens or genetically modified organisms		
Human embryonic stem cells		

#### 5. List of ongoing and/or recent research projects between the applicants in Switzerland and Japan

Project title	Research area	Project duration (xx/yy/zz - xx/yy/zz)	Amount of funds & funding source

Insert additional rows into the table if required.

#### 6. Requested Funds

For the funds requested in Switzerland, please refer to the respective data container on *mySNF*. Regarding the funds requested in Japan, fill out the JSPS financial form provided in Annex 2 and upload it as a PDF to the respective data container on *mySNF*.

## Annex 2: JSPS Financial Form

Note: Japanese PI should fill this Form and submit to SNSF through his/her Swiss PI.

### **(1) Rationality and Justification of the Research Costs**

In this section, the applicant should describe the rationality, justification, and grounds for the total amounts of research costs based on the scale and the organization of the research and other matters. The applicant should write down the reasons why these costs in question are necessary for the implantation of the research, including the cost breakdown.

**(2) Expenses**

Notes:

1. May not include costs related to Swiss researchers
2. Keep total project costs for each fiscal year at or below ¥10 million, or a total of ¥30 million or less for the entire project period (3 years and 4 fiscal years). Consignment Fee paid to the PI's affiliated research institution is 10% of total research cost. The Consignment Fee is allocated outside the total research cost.
3. The amount of payment includes consumption tax and local consumption tax. There are cases when the amount of funding applied for is reduced based on an assessment.
4. The unit cost for overseas and domestic travel is calculated based on the rules of the PI's affiliated institution.

**(2)-1 Outline of Budget for Proposed Project**

(Units = ¥1000)

FY	Research Costs					Total amounts (JPY)
	Cost of goods	Travel Expenses		Personnel Costs and Remunerations	Other	
		Domestic	International			
2022						
2023						
2024						
2025						

(2)-2 Details of Budget for Proposed Project

(Units = \1000)

<b>Details of Cost of goods</b>				
FY	Item, specification	Qty	Unit Price	Amount
2022				
Total amounts				
2023				
Total amounts				
2024				
Total amounts				
2025				
Total amounts				

(Units = \1000)

Details of Travel Expenses, Personnel Costs, Remunerations and Other Expenses								
F Y	Domestic Travel		International Travel		Personnel Costs and Remunerations		Other	
	Travel Objectives	Amount	Travel Objectives	Amount	Items	Amount	Items	Amount
2 0 2 2								
	Total amounts		Total amounts		Total amounts		Total amounts	
2 0 2 3								
	Total amounts		Total amounts		Total amounts		Total amounts	
2 0 2 4								
	Total amounts		Total amounts		Total amounts		Total amounts	
2 0 2 5								
	Total amounts		Total amounts		Total amounts		Total amounts	

