

## **Disaster Prevention Research Institute, Kyoto University Application Guidelines for 2024 Collaborative Research**

The Disaster Prevention Research Institute (DPRI) was established at Kyoto University for the purpose of carrying out academic research on natural hazards and multidisciplinary studies for disaster mitigation. Since 1996, many collaborative projects have been carried out under DPRI's leadership as a national joint usage research institute. In 2010 DPRI was designated as a "Joint Usage/Collaborative Research Center for Multidisciplinary Disaster Prevention Study," and many collaborative projects have been executed with new collaborative frameworks as a collaborative research center.

From 2022, the third term of the "Joint Usage/Collaborative Research Center for Multidisciplinary Disaster Prevention Study" will start, in order to continue promoting collaborative projects more extensively with frameworks such as international collaborative researches. We set up the following five themes as the top priority issues, "Great earthquake disaster mitigation," "Meteorologically extreme phenomenon and disaster," "Volcanic disaster," "Implementation science for disaster risk reduction," and "Global collaboration of disaster research." Applications for collaborative research related to the above five top priority issues are most welcome. However, applications of collaborative research related to other issues are also accepted.

Research staffs from National University Corporations, public/private universities, and national/public research institutes are encouraged to apply for funding as a Principal Investigator (PI)※. Evaluations of the proposals will be done by the Committee for Joint Usage/Collaborative Research Center of DPRI.

This call for applications is contingent on approval of the 2024 Fiscal Year's budget.

※PI is responsible to DPRI to conduct research and report the results. If a team is formed to conduct the research, only one researcher should be the PI. PIs are not limited to full-time researchers, but also part-time and specially-appointed researchers and research associates are eligible.

Collaborative research includes the following 13 categories,

- A. Collaborative research with staff from DPRI. PI must be from an institute other than DPRI.
    - 1) General Collaborative Research
    - 2) International Collaborative Research (General)
    - 3) Workshops and Symposia
    - 4) Long/Short-term Research Visit (see below Note a)
    - 5) Implementation Science Research for Regional Communities (General) (See below Note b)
  - B. Collaborative research with staff from DPRI. The PI can be from DPRI or other institutes.
    - 6) New Exploratory Research (see below Note a)
  - C. Collaborative research planned and proposed by the Natural Disaster Research Council (NDRC)
    - 7) Collaborative Research for Priority Issues (Specific)
  - D. Collaborative research planned and proposed by NDRC and related societies
    - 8) Implementation Science Research for Regional Communities (Specific)
    - 9) Workshops and Symposia of Natural Disaster Research
  - E. Collaborative research planned and proposed by GADRI (Global Alliance of Disaster Research Institutes).
    - 10) International Collaborative Research (Specific)
  - F. Collaborative center research with a PI from DPRI
    - 11) Center Research
    - 12) Topical Research Meetings
    - 13) Overseas Visit Program for Young Researchers
  - G. Collaborative studies using DPRI facilities/equipment. The PI is from an institute other than DPRI.
    - 14) Joint Usage of DPRI Facilities/Equipment (see below Note a)
- (Note a) Graduate students (doctoral course) are eligible to be PI.

(Note b) Administrative staff of local government is eligible to be PI.

The collaborative research projects of categories A,B and G can be applied by PIs who belong to institutions other than DPRI. Among categories A and B, General Collaborative Research can be applied by PIs who belong to institutions in Japan and International Collaborative Research (General) can be applied by PIs who belong to institutions outside of Japan.

All collaborative research projects led by PIs who belong to institutions other than DPRI must include a DPRI staff member as a project collaborator (DPRI Contact Person (CP)). The applicant who belongs to institutions other than DPRI should contact the DPRI CP, intensively looking into the research plan with all the other collaborators and submit the application form through DPRI CP. Upon the submission, tasks of the DPRI staff member must be clearly specified in the application form. Applications directly submitted by applicants who belong to institutions other than DPRI will not be accepted. Submissions in English will be accepted.

Each applicant can be a PI only on one proposal, with the exception for the collaborative research proposed by the Natural Disaster Research Council (NDRC) or GADRI (C7, D8, D9 and E10) and for the collaborative studies with Joint Usage of DPRI Facilities/Equipment (G14).

Those involved in collaborative research projects will have access to the facilities, equipment, instruments, and data of DPRI listed in the web page ( <https://www.dpri.kyoto-u.ac.jp/shared/> ) (see Note (1)-5) shown below). To use these facilities, the PI should contact to an appropriate DPRI staff in charge before submitting the application.

Upon completion of the collaborative research, PIs will be requested to submit a report. The report will be published in the DPRI Annuals and posted on the website of DPRI. When publishing the findings obtained in the course of the collaborative research, acknowledgement of the Disaster Prevention Research Institute's collaborative research program is requested to be written in the publication.

## Details of collaborative research

A. Collaborative research with DPRI staff member(s). The PI must belong to an institute other than DPRI.

### 1) General Collaborative Research

Outline	Collaborative projects to work with DPRI staff member.	
Eligibility	The PI must belong to a Japanese institute other than DPRI.	
Duration	Two years or less.	
Application	Form 1.	
Budget	2 million yen or less for each year	
Notes	Research team	Research team must include a DPRI staff member as a DPRI CP. Duties of the DPRI staff member should be clearly specified in the application form.
	Past DPRI funds reception(s)	If an applicant (a prospective PI) has received DPRI Collaboration Research funds for the past 5 years, list the year(s), title(s), category(s) and achievement(s) of them. Also, list the major external funds related to this research project the applicant received from a government, private firms etc.

### 2) International Collaborative Research (General)

Outline	Collaborative projects to work with DPRI staff	
Eligibility	The PI must belong to an institute outside of Japan.	
Duration	Two years or less	
Application	Form 2.	
Budget	2.5 million yen or less for each year	
Notes	Research team	Research team must include a DPRI staff member as the project collaborator. Duties of the DPRI staff member should be clearly specified in the application form.

	PI's affiliation	Put a tick mark in the application form, if the PI's affiliation joins GADRI (Global Alliance of Disaster Research Institutes, see Note (11)-1) below) or has an academic exchange agreement (AEA) with DPRI. Also describe the relationship between the project and GADRI or the AEA in the application form.
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### 3) Workshops and Symposia

Outline	Meetings for nationwide researchers to discuss new topics related to disaster mitigation research or other interesting themes	
Eligibility	The PI must belong to a Japanese institute other than DPRI.	
Application	Form 3.	
Budget	1 million yen or less	
Notes	Sponsorship	Joint hosted workshops and symposia with other source of funding can be approved. In case of joint hosting, acknowledgement of support from the collaborative research program of DPRI must be written in the publication.
	Venue	The venue should be on the KU Uji campus or at a facility of DPRI (Appendix II, see Note (1)-5) below).
	Date(s)	The meeting should be held between April 2024 and the end of February 2025.
	Other	As a rule, the organizer is not allowed to collect fees from the participants Except the actual costs of lunch, handouts, etc.

### 4) Long-/Short-term Research Visit

Outline	Support for domestic and overseas researchers to stay at DPRI to carry out collaborative research projects. Visitors are expected to make use of the human resources and facilities of DPRI in their research.	
Eligibility	Domestic and overseas researchers including doctoral course students. It is necessary to include their academic supervisor in the collaborator if the applicant is a doctoral course student.	
Duration	Short-term: Up to one month, Long term: One to ten months	
Application	Form 4	
Budget	Short-term: 500,000 yen or less, Long-term: 2 million yen or less, including travel expenses, venue usage fee, printing fee, expendable supplies, etc.	
PI's affiliation	Put a tick mark <input checked="" type="checkbox"/> in the application form, if the PI's affiliation joins GADRI (Global Alliance of Disaster Research Institutes, see Note (11)-1) below) or has an academic exchange agreement (AEA) with DPRI. Also describe the relationship between the project and GADRI or the AEA in the application form.	

### 5) Implementation Science Research for Regional Communities (General)

Outline	Collaborative projects of Implementation science for regional communities among researchers, specialists and administrative staff of local government. It is necessary to include a DPRI staff member of in the collaborators.	
Eligibility	The PI must be a researcher affiliated with an institute other than DPRI. A member of the administrative staff of a local government is eligible to be a PI with support of researchers.	
Duration	Two years or less	
Application	Form 5.	
Budget	2 million yen or less, including travel expenses, venue usage fee, printing fee, expendable supplies, etc., for each year	

B. Collaborative research with DPRI staff member(s). The PI is from DPRI or other institute.

### 6) New Exploratory Research

Outline	Support for new and innovative projects.	
Eligibility	Domestic and overseas researchers including doctoral course students. DPRI staff members are also eligible. It is necessary to include his/her academic supervisor in the collaborator if the applicant is a doctoral course student.	
Duration	One year	

Application	Form 6.
Budget	300,000 yen or less, including travel expenses, venue usage fee, printing fee, expendable supplies, etc.
Research team	Research team must include a DPRI staff member as the project collaborator. Duties of the DPRI staff member should be clearly specified in the application form if the applicant is not a DPRI staff member.

C. Collaborative research planned and proposed by the Natural Disaster Research Council (NDRC)

**7) Collaborative Research for Priority Issues**

Outline	Support for collaborative research projects planned and proposed by NDRC. This includes multidisciplinary studies of natural disasters and disaster risk reduction promoted by NDRC.
Duration	One year
Application	Form 7. The form is available only in Japanese.
Budget	2.5 million yen or less, including travel expenses, venue usage fee, printing fee, expendable supplies, etc.

D. Collaborative research planned and proposed by NDRC and related societies

**8) Implementation Science Research for Regional Communities (Specific)**

Outline	Collaborative projects of Implementation science for regional communities planned and proposed by NDRC and related societies.
Duration	Two years
Application	Form 8. The form is available only in Japanese.
Budget	5 million yen or less, including travel expenses, venue usage fee, printing fee, expendable supplies, etc., for each year

**9) Workshops and Symposia of Natural Disaster Research**

Outline	Meetings proposed by academic societies and other organizations focused on natural disasters to disseminate research results related to natural disasters to the general public.	
Application	Form 9.	
Budget	500,000 yen or less	
Notes	Sponsorship	Joint hosted workshops and symposia with other source of funding can be approved. In case of joint hosting, acknowledgement of support from the collaborative research program of DPRI must be written in the publication.
	Date(s)	The meeting should be held between April 2024 and the end of February 2025.
	Other	As a rule, the organizer is not allowed to collect fees from the participants Except the actual costs of handouts, etc.

E. Collaborative research planned and proposed by GADRI (Global Alliance of Disaster Research Institutes)

**10) International Collaborative Research (Specific)**

Outline	International collaborative research project and research team planned and proposed by GADRI.
Duration	Two years
Application	Form 10.
Budget	5 million yen or less, including travel expenses, venue usage fee, printing fee, expendable supplies, etc., for each year

F. Collaborative center research with a PI from DPRI

**11) Center Research**

Outline	Special projects promoted by DPRI as a “Joint Usage/Collaborative Research Center”. Projects of this category should address new research issues, form working organizations, or establish research networks, for the purpose of studying natural disasters and multidisciplinary countermeasures. Results of the project should form the potential basis for further development in this field. There are two categories for applications, General Promotion Research and Special Promotion Research.
Eligibility	The PI must be a DPRI staff member and build a research team together with staff from other institutions.
Duration	One year
Application	Form11.
Budget	General Promotion Research: 5 million yen or less, Special Promotional Research: 10 million yen or less, including travel expenses, venue usage fee, printing fee, expendable supplies, etc.
Note	Mention the relevance of the proposal to the DPRI top priority issues, “Great earthquake disaster mitigation,” “Meteorologically extreme phenomenon and disaster,” “Volcanic disaster,” “Implementation science for disaster risk reduction,” and “Global collaboration of disaster research.” Multiple selections of priority issues are allowed. As to “Global collaboration”, the applicant is advised to clarify if the proposed research institute includes GADRI (Global Alliance of Disaster Research Institutes, see Note (11)-1) below) or institutes which has an academic exchange agreement with DPRI.

### 12) Topical Research Meetings

Outline	Support for meetings to plan projects and discuss research results, held under the leadership of a DPRI researcher (PI).
Eligibility	The PI must be a DPRI staff member.
Application	Form 12.
Budget	1 million yen or less
Date(s)	The meeting should be held between April 2023 and the end of February 2024
Other	As a rule, the organizer of the meeting is not allowed to collect fees from the participants except the actual costs of lunch, handouts, etc.

### 13) Overseas Visit Program for Young Researchers

Outline	Support for young researchers of DPRI or doctoral course students whose supervisor belongs to DPRI for overseas visit to broaden the research network. Please note that the purpose of only participating in a conference is not acceptable.
Eligibility	Young staff/researcher of DPRI or doctoral course students whose supervisor belongs to DPRI (35 years old or younger) .
Duration	Up to one month.
Application	Form 13.
Budget	500,000 yen or less, including travel expenses and accommodation expenses.
Other	Put a tick mark ✓ in the application form, if the visiting institute joins GADRI (Global Alliance of Disaster Research Institutes, see Note (11)-1) below) or has an academic exchange agreement (AEA) with DPRI. Also describe the relationship between the project and GADRI or the AEA in the application form.

G. Collaborative research using DPRI facilities/equipment. The PI must be from an institute other than DPRI.

### 14) Joint Research based on Joint Usage of DPRI Facilities/Equipment

Outline	Support for collaborative research using remote facilities, large-scale equipment, documents or data of DPRI. DPRI does not cover the travel expenses of the users.
Eligibility	Domestic and overseas researchers including doctoral course students. It is necessary to include his/her academic supervisor in the collaborator if the applicant is a doctoral course student.

Application	Form14. In preparation for the application, the applicant is advised to consult with the appropriate DPRI staff members in charge of operating the facilities/equipment.
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## Notes

### (1) Application

- 1) For all applications, it is strongly advised to obtain consent from the head of the applicant's (a prospective PI) institute in advance. If the proposal is accepted, written consent for the research participation will need to be promptly submitted.
- 2) For use of DPRI facilities/equipment, submit the application after directly consulting with the appropriate DPRI staff in charge and also follow the instructions provided by him/her.
- 3) For applications and reports, use the appropriate forms, which can be downloaded from the DPRI website listed below in (11)-3).
- 4) For all applications except for the Center Research (F11), costs of equipment\* will not be usually approved (cashable goods as defined by Kyoto University (PCs, tablet computers, digital cameras, video cameras, televisions, recording devices, radio-controlled aerial vehicles weighing 100g or more) are regarded as equipment even if they are less than 100,000 yen). However, equipment used for experiments/observations and if PI and DPRI CP can take full responsibility to manage them, this shall not apply. If there are special reasons to purchase equipment, submit additional documents for explanation.  
\*DPRI defines "equipment" as durable goods which is repeatedly used for some period, have a useful life of more than one year and costs more than 100,000 yen when purchased.
- 5) Since the web page of shared facilities (<https://www.dpri.kyoto-u.ac.jp/shared/>) is prepared only in Japanese at present, it is advised to consult with a DPRI collaborative staff member for using facilities/equipment in the collaborative research.
- 6) For estimating travel expenses in research budget, note that staying allowances in Japan will be up to ¥15,000/day for professors, ¥13,000/day for other researchers and ¥10,000/day for students. When staying at the facilities of Kyoto University, allowances are reduced.

### (2) Selection and notice

The proposals will be fairly reviewed in the context of research plan and research expenses and awardees will be decided by votes of the Committee of Joint Usage/Collaborative Research Center of DPRI. The results will be announced in middle April 2024. Determination of budgets will be announced around June 2024.

### (3) Funding

Funding for accepted projects can be used for research expenses and travel. Note that the requested budget may be reduced. Funding will be supplied through the administration of DPRI. Only in the International Collaborative Research projects (A2), researchers at overseas institutes can make small purchases such as expendables. For planning and using the budget, refer to Appendix 2A and consult with the DPRI CP.

### (4) Publications

In the publications related to the collaborative research, explicit acknowledgement of the source of funding, for example, "the General Collaborative Research (2022G-00) funded by the Disaster Prevention Research Institute, Kyoto University" must be included. Also, a copy of the published material should be sent to the address specified below in Note (11)-4). The PI's or the collaborators are encouraged to present their final results at the DPRI Annual Meeting in February and publish in the DPRI Annuals. For these applications for presentation, consult with the collaborative researcher at DPRI.

(5) Interim report

For the two-years projects of General Collaborative Research (A1), International Collaborative Research (General, Specific) (A2, E10), and Implementation Science Research for Regional Communities (A5, D8), the PI is required to submit an interim report of the research using the attached forms, after finishing the first year's research.

(6) Project summary

For all Collaborative Research (Excluding G14), the PI is required to submit a summary of research results using the attached forms. The forms should be submitted in Microsoft WORD format. The contents of the report are to be published in the DPRI Annuals and on the website of DPRI. Upon publishing DPRI may correct clear mistakes in the report without a confirmation or a written consent by the author. DPRI may also reprint or summarize the report in its publications.

(7) Project report

For all Collaborative Research (Excluding G14), the PI is required to submit the electric form report in Microsoft WORD format or 6 copies of book form report to the program office (see (11)-4) below). The front cover format of book form report can be downloaded from the website listed below in (11)-3).

The data submitted in the electric form is registered in the "Kyoto University Research Information Repository" to be published on the internet. As a rule, it will be published immediately after the submission, however, the PI can specify when it should be published if it is reasonable. Note that the PI must have permission to use materials (pictures, charts, graphs etc.) by the proper right holder if the report contain the materials other people has their right. DPRI regard that PI made proper and necessary procedures for publication when the report is submitted.

The book form report submitted will be available for reading both at Kyoto University Library and National Diet Library according to the laws of Japan. It may be presented to the interested individuals or institutes.

(8) Research results after the termination of a collaborative research project

DPRI may ask PIs about the subsequent research results after the termination of the collaborative research projects. In this case, reply to the inquiries is expected.

(9) Intellectual property right

As to the intellectual property created through the collaborative research program, the PI should contact DPRI CP as well as the intellectual property department of the PI's institute, before applying for the intellectual property. The procedure of application and portion of rights will be discussed among the parties concerned.

(10) Accommodations

For the remote facilities, accommodations may be available. Consult with the appropriate DPRI staff in charge.

(11) Other information

1) GADRI (Global Alliance of Disaster Research Institutes) was established on March 2015 as a worldwide forum for sharing knowledge and promoting collaboration on topics related to disaster risk reduction. DPRI serves as the secretariat of GADRI. DPRI has been promoting global collaboration of disaster research with developing international networks such as GADRI. Details of GADRI can be found in the GADRI website.

<https://gadri.net/>

2) In the case of accidents or injuries during research activities, such expenses for the care are to be handled by the institute with which the researcher is affiliated. DPRI assumes no responsibility for such matters. When graduate students participate in collaborative research, they are requested to purchase, "Disaster and Accident Insurance for Students Education and Research".

3) The application forms and status of proposal awards are posted on the DPRI website.

<https://www.dpri.kyoto-u.ac.jp/collaborative/>

- 4) For inquiries and submissions about this public solicitation, please contact, Submission and Inquiries

Person in charge of the Joint Usage of Research Support Section,  
Uji Administrative Office, Kyoto University  
Gokasho, Uji, Kyoto 611-0011, Japan  
Tel: (81)-774-38-3350, Fax: (81)-774-38-3369  
e-mail: kyodo@dpri.kyoto-u.ac.jp

### **Schedule for Applications for 2024 Collaborative Research with the Disaster Prevention Research Institute, Kyoto University**

- Application period:

November 13 (Monday), 2023 - January 12 (Friday), 2024

Applications for Joint Usage of DPRI Facilities/Equipment will be accepted at any time.

- Award notification:

Middle April, 2024 (Scheduled)

- Submission of written consent from the head of the PI's institution:

Mid-May, 2024 (Scheduled)

- Notification of budgets:

Early June, 2024 (Scheduled)

- Submission of expense sheets:

Late February, 2025 (Scheduled)

- Submission of interim report (See Notes (5)):

Late April, 2025 (Scheduled)

- Submission of project summary (See Notes (6)):

Late April, 2025 (Scheduled)

- Submission of project report (See Notes (7)):

Late May, 2025 (Scheduled)