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**Form 4-1** 　　　　　　　　　　　　　　　　　　　　　　　　　　　　 (※ Do not fill out)

※ Application Form for Long-/Short-term Research Visit

Date:

To the Director of the Disaster Prevention Research Institute of Kyoto University,

　　　　　　　　　Applicant (Principal Investigator)

 Phonetic transcription in Japanese kana (or hiragana)

　　　　　　　　　Name :( Surname /Given name)

　　　　　　　　　Position

　　　　　　　　　Affiliation

　　　　　　　　　Address

　　　　　　　　　Tel ( ) -

　　　　　　　　　e-mail address:

　　　　　　　　　Name of DPRI Contact Person (DPRI CP)

I would like to conduct collaborative research as written below and submit this application.

|  |  |
| --- | --- |
|  Project Title(in Japaneseand English) | (English) |
| (Japanese) |
| Research location |  |
| Period of stay | 　From Month dd, 20yy to Month dd, 20yy |
| Research objectives and significance (\*1) |  |

※ Edit the title for either Long-term or Short-term in the application title, according to the objective.

**Form 4-2**

|  |  |
| --- | --- |
| Description of research project(\*2) |  |
| Research collaborators(\*3) | Name | Position | Affiliation | Roles in this project |
| [ ] Put a tick mark, if PI’s affiliation joins GADRI or has an academic exchange agreement with DPRI.(Principal Investigator) |
|  |

**Form 4-3**

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| --- |
|  |
| DPRI facilities to be used (\*4) (from appendix II) |  |
| Expenses (\*8) | Expendable supplies etc. (\*5) | Travel expenses (\*6) | Equipment (\*7) |
| Item | Amount  (units of 1000 yen) | Item | Amount  (units of 1000 yen) | Item | Amount (units of 1000yen) |
|  |  |  |  |  |  |
| Subtotal |  | Subtotal |  | Subtotal |  |
| Total |  (units of 1000 yen) |
| Related recent research results within the past 5 years (\*9) |  |

**Form 4-4**

**Applications by graduate students (Doctoral course)**

|  |  |
| --- | --- |
| Doctoral advisor: Name, Position, Affiliation |  |
| Comments by the doctoral advisor |  |

(\*1) Describe research objectives and significance, including development of ideas.

(\*2) As a general rule, only one person (principal investigator only) is required to make a round-trip application for a long-term stay joint research project. However, if there is a need for more than one person to stay in order to conduct the research, please indicate the stay schedule and expense plan for each person.

(\*3) DPRI staff should be included as the research collaborator. Put a tick mark in the form, if the PI’s affiliation joins GADRI or has an academic exchange agreement (AEA) with DPRI. Also describe the relationship between the project and GADRI or the AEA in the “research project” box.

(\*4) Note the specific DPRI facilities, equipment, instruments, or data used by this research project.

(\*5) Expendable supplies, etc. are expenses other than travel expenses and equipment, e.g. costs for consumables, software license, venue usage fee for meetings, printing, DPRI facilities use, etc. Indicate costs for usage of DPRI facilities by consulting with the appropriate DPRI staff member in charge of the respective facilities.

(\*6) Travel expenses consists of transportation fees (e.g. airfare, railroad fee, etc.) and accommodation fees for field surveys or research discussions in Japan.

(\*7) Equipment is durable goods which are used for some period and cost more than JPY100,000 when procured. DPRI does not usually accept equipment expense applications. Equipment used for experiments/observations and if PI and DPRI CP can take full responsibility to manage them, this shall not apply. The applicant who needs equipment must attach an explanation in a separate sheet about the necessity of the equipment for their plan.

(\*8) Briefly describe the Expenses. Example of travel expenses, include field surveys, preliminary research discussions, accommodations, etc.

(\*9) For related research results during the past 5 years, include author, year, paper title, journal name, volume and page numbers.

(\*10) The space of each item in the application can be adjusted; however, the total application should be within 3 pages excluding Form 4-4. These explanatory notes can be deleted.

**This form must be submitted by the DPRI Contact Person via e-mail in Microsoft WORD format. The subject line should be “Application for Short-term Research Visits (\*\*\*\*)” or “Application for Long-term Research Visits (\*\*\*\*)” (\*\*\*\* is the name of the Principal Investigator).**

**Submit to: Person in charge of the Joint Usage of Research Support Section of the Uji Administrative Office. e-mail: kyodo****dpri.kyoto-u.ac.jp**