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| ※ |  |  |

**Form 3-1** 　　　　　　　　　　　　　　　　　　　　　　　　　　　　 (※ Do not fill out)

※Application for Long-term/Short-term Research Visits

Date:

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

　　　　　　　　　Applicant (Principal Investigator)

 Phonetic transcription in Japanese kana (or hiragana)

　　　　　　　　　Name

　　　　　　　　　Position

　　　　　　　　　Affiliation

　　　　　　　　　Address (〒 )

　　　　　　　　　Tel ( ) - (Extension)

　　　　　　　　　Fax ( ) -

　　　　　　　　　e-mail address:

　　　　　　　　　Name of collaborative researcher at DPRI

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

|  |  |
| --- | --- |
|  Project Title(in Japaneseand English) |  |
| Research location |  |
| Applicant | Institution  | Name |
| Period of stay | 　From xxx xx, 2016 to xxx xx, 201x |
| Research objectives and significance (\*1) |  |

※ Edit the title for either Long-term or Short-term in the application title.

**Form 3-2**

|  |  |
| --- | --- |
| Description of research project |  |
|  Researchcollaborators | Name | Position | Affiliation | Roles in this project |
| (Principal Investigator) |
|  |

**Form 3-3**

|  |
| --- |
|  |
|  DPRI facilities to be used (\*2) (from appendix II) |  |
|  Expenses  | Supplies/venue use fees/ printing, /DPRI facilities use fees (\*3) | Travel expenses (\*4) | Costs of furniture and fixtures (\*5) |
| Item | Amount (units of 1000 yen) | Item | Amount (units of 1000 yen) | Item | Amount (units of 1000 yen) |  |
|  |  |  |  |  |  |
| Subtotal |  | Subtotal |  | Subtotal |  |  | 計 |  |
|  | Total | 　　　　　 (units of 1000 yen) |  |  |
| Related recent research results within past 5 years (\*6) |  |  |  |
|  |  |

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

(\*2) Note specific DPRI facilities, equipment, or instruments used by this research project.

(\*3) Indicate costs for usage of DPRI facilities by consulting with the appropriate DPRI staff in charge of the respective facilities.

(\*4) Describe the necessary travel expenses; airfare, accommodation, field surveys or research discussions in Japan.

(\*5) Usually costs of furniture and fixtures will not be approved; if you have special reasons, please note them on a separate sheet.

(\*6) For major research results during past 5 years, include author, paper title, journal name volume and page numbers.

(\*7) It is allowable to adjust the space of each item in the application; however, the total application is limited to within 3 pages. These explanatory notes can be deleted.

**Submit the application via e-mail (limited to 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 Joint Usage of Research Support Section of Uji Administrative Office. e-mail: kyodo****dpri.kyoto-u.ac.jp**

**Form 3-4**

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

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