The University of Tokyo and Princeton University support departments, programs, and centers seeking resources to sustain on-going teaching and research collaborations. The goal is to create enduring collaborative teaching and research ventures for students and faculty members with the institutional support of their home and host universities. Joint proposals should include a balanced representation of scholars from both institutions. Applicants are required to meet any national requirements for funding and follow the general regulations of their respective university. Applications that do not meet these requirements will not be considered.

Two types of proposals will be considered:

A. **Seed grants.** Maximum support: $10,000 (approx. ¥1,000,000 [$5,000 equivalent support from each partner]). – **Funding term: September 1, 2019 – August 31, 2020.**

B. **Large grants** for up to three years activity. Maximum support: $300,000 (approx. ¥30,000,000 [$150,000 equivalent support from each partner]). – **Funding term: September 1, 2019 – August 31, 2022.**

These proposals may include:

1. **Undergraduates:** Department-designed and led initiatives focused on joint courses or internship programs. These may include Policy Task Forces, Junior Seminars, and summer laboratory internships. These initiatives should fit within—and indeed enhance—the applying department’s curriculum.

2. **Graduate students:** Travel allowances for exchange residencies abroad (for Princeton students in Tokyo and for UTokyo students in Princeton). Applicants should indicate where they would like their students to have a home abroad in the course of their studies and research with quid pro quos for graduate students from partner institutions. Preference will

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1 This initiative does **not** encompass student exchange programs for semester and academic year study abroad. Inquiries for graduate and undergraduate study abroad programs should be directed as follows. For UTokyo inquiries should be sent to the International Strategy Group. For Princeton, undergraduate inquiries should be sent to the Study Abroad team in the Office of International Programs and graduate student inquiries to Academic Affairs at the Graduate School.
be given to proposals that intend to build a larger structure for the exchange of graduate students.

3. **Faculty travel allowances**: For faculty members wishing to spend significant time (beyond a single conference) at the other strategic partner institution as part of an on-going research and teaching collaboration. The duration and length of residencies may vary. Proposals must involve consultation with chairs or directors, as they may have implications for teaching and advising responsibilities.

4. **Other ideas**: We welcome other ideas that advance the overall objective of this partnership. In such cases, we recommend early discussions with the Assistant Provost of International Affairs at Princeton or the International Strategy Group at UTokyo.

We strongly encourage interested parties to begin the process of internal discussion and consultation with their chairs, directors, or among the full faculty. While these initiatives should conform to the university’s emphasis on internationalization through bottom-up, faculty-led ventures, they should not come at the expense of a department’s educational commitments to students and colleagues.

**Criteria for Project Selection**

- Contribution to the internationalization of departments, centers, or programs
- Quality and innovation of the research or teaching project
- Competence and expertise of the team of scholars
- Feasibility of the plan
- Cost-effectiveness of the budgetary plan and plans to obtain additional external funding/Prospects for sustainability beyond the terms of the grant
- Effective communication and cooperation between the faculty in each country and added value of the collaboration, mobility of researchers and students between the participating countries
- Effective plan for exchange of Princeton/UTokyo scholar and students
- Inclusion of members of all status groups into the project
- Inclusion/involvement of junior faculty and rising scholars

**Proposal Requirements and Evaluation Process**

All proposals will be evaluated and ranked according to the criteria above by a committee convened by the Assistant Provost for International Affairs and composed of faculty members from a range of academic fields on the Princeton side and by faculties and representatives of the International Strategy Group at Tokyo. These evaluations and rankings will be rendered to the Joint Governance Committee, composed of faculty and senior administrators from both universities, which will make final decisions.
Submission Materials

• The completed grant application form that includes:
  o The approval/signatures of the relevant Princeton and UTokyo chairs, deans, or directors of the primary sponsoring units.
  o The budget with year-by-year amounts specified by category (travel, hosting, conference, organization, etc.), plus annual totals. Budgets cannot support salaries of administrative staff or postdocs.

• A narrative proposal description of no more than 12 pages that includes:
  o An overview of the field of study and general intellectual context of the project suitable for a non-specialist audience. Please explain how the relationship may develop into solid research or educational collaboration in the future.
  o A detailed layout of the proposed project and its specific objectives as well as its operation and functions.
  o An explanation of how it will promote international aspirations of the home unit.
  o An explanation of how the project will situate Princeton/UTokyo scholars and their research in the partnership.
  o An explanation and detailed plan for Princeton/UTokyo scholar and student exchanges, if applicable.
  o A description of the funding contributions from sponsoring units and plan for the project’s long-term financial sustainability beyond the funding obtained through the partnership. Please indicate additional financial support from sponsoring units or external grants. For scholars with access to external funding, please clarify why receiving partnership funding is critical (or how partnership funding may augment your ability to obtain further funding from external sources).
  o A discussion of the availability of additional resources (office or laboratory space, library access etc.) required for the project.

• CVs for principal participants at Princeton and UTokyo (do not include individual professional bibliographies).

All proposals must be in English and simultaneously submitted to UTokyo’s International Strategy Group and Princeton’s Office of the Vice Provost for International Affairs.

Submission of a final summary report from the Co-PIs is required at the conclusion of the project.

Application deadline: February 1, 2019

Notification: April 1, 2019
Submission

Late applications and those not meeting the requirements will not be considered. No legal entitlement can be derived from the submission of a project description.

Proposals are to be submitted in pdf format by email no later than 5:00 pm (EST) on the designated due date to:

**Princeton applications:** Claire Hu, c.h@princeton.edu
**UTokyo applications:** International Strategy Group, sp.uni.adm@gs.mail.u-tokyo.ac.jp

For further information

**Princeton:** Aly Kassam-Remtulla, Assistant Provost akassam@princeton.edu or Claire Hu, Associate Director, International Affairs, c.h@princeton.edu

**UTokyo:** Keisuke Kanayama, International Strategy Group, sp.uni.adm@gs.mail.u-tokyo.ac.jp