**Research Center Project**

**Center name:** （Within 15 words）

**Host institution:**

**Head of host institution:** （Name, Affiliation）

**Prospective center director:** （Name, Affiliation）

Appendix 1 For the prospective center director, fill in the “biographical sketch of prospective center director.”

Appendix 2 Provide a reference (recommendation) for the prospective center director (free format not subject to the 3-page limitation).

**Prospective administrative director:** （Name, Affiliation）

Appendix 3 For the prospective administrative director, fill in the “biographical sketch of the prospective administrative director.”

1. **Overall Image of Your Center**

\* Concisely describe your institute’s identity and provide its mission statement as a WPI center.

1. **Research Activities**

**2) -1 Research field**

\* Write in the target research field(s)

\* Describe the importance of the target research field(s), including the domestic and international R&D trends in the field(s) and scientific and/or social significance.

\* Describe the value of carrying out research in the field(s) as a WPI center (e.g., Japan’s advantages, global impact on science and/or society, future prospects)

\* If there are other centers either in Japan or overseas advancing research in fields similar to the center’s field(s), please list them. (up to 5 organizations)

\* Provide a list of 10 English-written papers that are closely related to the center’s project and enclose the PDF files of those papers. Label this bundle of documents “Appendix 8.”

**2)-2 Research objectives**

\* Describe in a clear and easy-to-understand manner the research objectives that the project seeks to achieve by the end of its grant period (in 10 years). In describing these objectives, the following points should be articulated in an easily understandable manner: The kind of research area(s) you plan to cultivate by, for example, fusing various fields. In that process, what world-level scientific and/or technological issues are you seeking to solve? What will the expected impact of the scientific advances you aim to achieve be on society in the future?

\* Describe concretely your research plan to achieve these objectives and any past achievements related to your proposal.

**2)-3 Project management**

\* Describe the center’s research organization (including its research, support and administrative components) and your concept for building and staffing the organization.

\* Describe your concrete plan for achieving the center’s final staffing goal, including steps and timetables.

\* If the center will form linkage with other institutions, domestic and/or foreign, by establishing satellite functions, provide the name(s) of the partner institution(s), and describe their roles, personnel composition and structure, and collaborative framework with the center project (e.g., contracts to be concluded, schemes for resource transfer).

\* If the center will form linkage with other institutions, domestic and/or foreign, without establishing satellite functions, provide the names of the partner institutions and describe their roles and linkages within the center project.

\* List in Appendix 4 the principal investigators who are expected to join the center. If it there are any changes from the list you submitted for the first screening, please state the changes and give your reasons for them.

\* Provide a biographical sketch for each principal investigator using Appendix 5.

\* List in the Appendix 6 the personnel making up center, including researchers and other center staffs, satellites, partner institutions. Use Excel format when preparing the list.

\* Regarding the researchers invited from abroad or from other Japanese institutions, attach a letter from each of them indicating their intent to join the center project (free format). Label this bundle of documents “Appendix 7.”

a) Principal investigators (full professors, associate professors or other researchers of comparable standing)

\* Paste on table a) of Appendix 6

b) Total members

\* Paste on table b) of Appendix 6

**2)-4 Securing research funding**

Past record

\* Give the total amount of research funding (e.g., competitive funding) secured by the principal investigators who will join the center project. Itemize by fiscal year (FY2012-2016).

Prospects after establishment of the center

\* Based on the past record, describe the concrete prospects for securing resources that match or exceed the WPI project grant.

\* Calculate the total amount of research funding (e.g. competitive funding) based on the percentage of time that the researchers will devote to research activities at the center vis-à-vis the total time they spend on research activities (“Effort” in Appendix 5). Be sure that the prospects (FY2017-2021) are realistically based on the past record.

1. **Interdisciplinary Research**

\* Describe why interdisciplinary research is necessary and important in the target field(s) and what new field(s) can be expected to be created by way of this project. Describe your concrete strategy for advancing such interdisciplinary research.

1. **International Research Environment**

**4)-1 System for advancing international research**

\* Describe your concrete plan for building an international research center including the makeup of its foreign researchers, establishment of oversea satellites, and provision of researcher exchanges. Please include a timetable for this plan.

\* Describe concretely your strategy for staffing foreign researchers (e.g., postdoc positions) through open international solicitations. Describe the procedures you will use to do so.

**４) -2 Establishment of international research environment**

\* Describe your concrete strategy for establishing an international research environment and administration system, and the support system to be provided for researchers from overseas.

\* Describe your strategy, procedure and timing for periodically holding international research conferences or symposiums (at least once a year).

\* Describe your measures to ensure that top-caliber researchers from around the world can work comfortably in carrying out their research within a competitive international environment.

1. **Center Management**

**5) -1 Operational management**

\* Describe the role of the center director.

\* Describe the role of the administrative director.

\* Concretely describe your concept for establishing an administrative organization.

\* Concretely describe the center’s decision-making system.

\* Concretely describe how authority is allocated between the center director and the host institution.

\* Concretely describe how the center will adopt a rigorous system for evaluating research and will introduce a system for merit-based compensation (e.g. annual salary scheme). Please describe your procedures and timing for operationalizing these systems.

**5) -2 Research environment**

\* Concretely describe how equipment and facilities, including laboratory space, will be provided in a manner appropriate for a top world-level research center. Include your procedure and timing.

\* Concretely describe how the center will provide an environment in which researchers can work comfortably on their research by being exempted from duties other than research and related educational activities, and how they will be provided adequate staff support to handle paperwork and other administrative functions. Include your procedure and timing.

\* Concretely describe how the center will arrange for its researchers to participate in the education of graduate students.

**5) -3 Establishing the center in sync with organizational restructuring**

\* Concretely describe the host institution’s organizational reform that will be synchronized with the establishment of the center.

\* Describe measures that will be taken by the host institution to sustain the center’s operation after the WPI funding ends. Also describe how the host institution will promote the centers autonomy after WPI funding ends and how it will over the mid-to-long term restructure its existing organization in ways that give the center a permanent place within its organization.