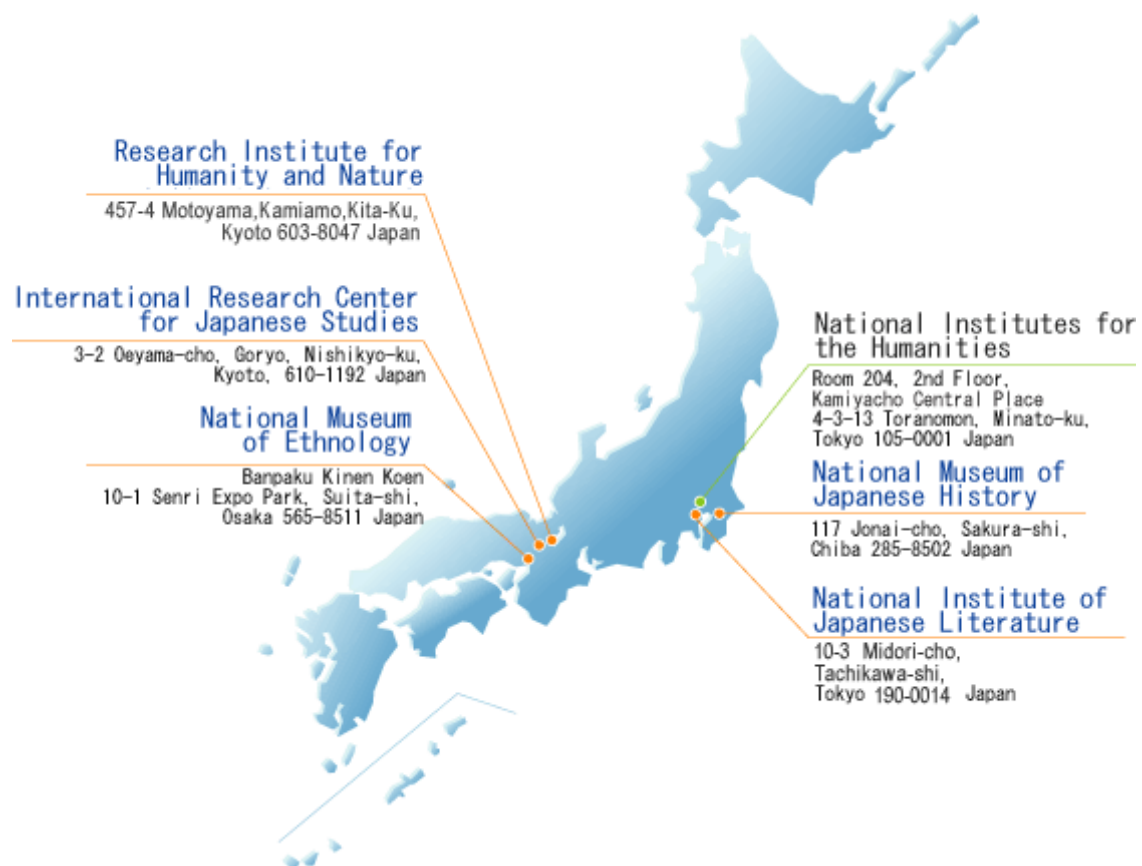




2010 AHRC Scholarship Scheme National Institutes for the Humanities of Japan Guidance notes for applicants

Introduction

1. This strand of the AHRC Scholarship programme is a scheme run in collaboration with the National Institutes for the Humanities of Japan (NIHU). The scholarships provide the opportunity for **AHRC funded** doctoral students based in UK Higher Education Institutions to travel to Japan and work for a sustained period at one of the six NIHU Research Institutes, with access to the internationally renowned research collections held there.



2. The National Institutes for the Humanities was established in 2004 as an Inter-University Research Institute Corporation, originally consisting of five research institutes, The National Museum of Japanese History, The National Institute of Japanese Literature, The International Research Centre for Japanese Studies, The Research Institute for Humanity and Nature, and The National Museum of Ethnology. The National Institute for Japanese Language and Linguistics was launched in October 2009, bringing to total number of institutes to six. The AHRC scheme forms part of the NIHU programme of "Inter-institutional and External Joint Research" which aims to foster long-

term, durable links between countries and institutions engaged in the study of culture and the humanities.

3. The scholars funded through the scheme are based at one of the six NIHU Research Institutes, located across Japan. These institutes offer high quality research facilities for scholars from across the world with a shared interest in exploiting the extensive collections held at the various centres. Further details of the NIHU Research Institutes and their collections are provided on their individual websites, which can be accessed via the NIHU homepage: <http://www.nihu.jp/e/index.html>
4. The places available across the six NIHU Research Institutes are limited to the numbers listed below. The scholarships must be taken up between 1 October 2010 and be completed by 30 September 2011.

- **Research Institute for Humanity and Nature: 2 places.**
- **International Research Centre for Japanese Studies: 2 places**
- **National Museum of Ethnology: 2 places**
- **National Museum of Japanese History: 2 places**
- **National Institute of Japanese Literature: 1 place**
- **National Institute of Japanese Language and Linguistics: 2 places**

The Scholarship Programme

Aims of the scheme

5. The aims of the scheme are:
 - to provide dedicated access for AHRC-funded researchers to the world-class facilities that exist in NIHU institutes;
 - to foster long-term, durable links between researchers, institutions and countries, through the placement of AHRC-funded postgraduates in NIHU institutes on short-term fellowships;
 - to facilitate a regular flow of high calibre international postgraduate students to the NIHU institutes.
 - to encourage networking among international postgraduate students and other researchers working on related topics.

Scholarships

6. The scholarships can last between three and six months, depending on the time required to complete the proposed research. The scholarships to be funded during this round will be expected to take place between 1 October 2010 and 30 September 2011
7. In addition to providing a research space , the scholarships will cover:
 - Flight costs of £800

- Accommodation costs of £1,000 per month

As the scholarships fall within the period of an existing AHRC award, they do not include any additional maintenance payments.

8. The UK HEI at which the applicant is based will be responsible for Visa and health insurance arrangements, and where necessary assistance in securing accommodation. To find out if an applicant would require a Visa please refer to the Guide to Japanese Visas provided on the Ministry of Foreign Affairs of Japan website: http://www.mofa.go.jp/j_info/visit/visa/02.html

Eligibility criteria

9. Applicants must be AHRC doctoral award holders and can be undertaking full or part-time modes of study. Please note that this scheme is open to both full and fees-only award holders.
10. Their award must be 'live' for the duration of the period that it is intended that the scholarships will take place.
11. The period of the scholarship must be accommodated within the period of the AHRC award. No additional time will be granted to compensate for the time spent abroad on the scholarship. Applicants should therefore ensure that any persons with an interest in their research, such as PhD supervisors or Heads of Department, are content to release them should their application be successful.
12. While Japanese language skills are not compulsory for all institutes, applicants to The National Institute for Japanese Literature (NIJL) and to the National Museum of Japanese History (NMJH) are expected to possess Japanese language skills.

Academic criteria

13. The proposed research must be able to demonstrate relevance to the NIHU collections identified by the applicant. Further information on these collections is available from the NIHU Research Institution websites which can be accessed via the NIHU homepage: <http://www.nihu.jp/e/index.html> If you have any specific details regarding the NIHU collections not answered by the website, you should contact the relevant institute member using the details below

National Museum of Japanese History

Professor Tsunemitsu tsunemitsu@rekihaku.ac.jp

National Institute of Japanese Literature

Professor Suzuki jsuzuki@nijl.ac.jp

International Research Centre for Japanese Studies

Professor Shirahata ys3602@nichibun.ac.jp

Research Institute for Humanity and Nature

Professor Akimichi akimichi@chikyu.ac.jp

National Museum of Ethnology

Professor Tamura fukukan@idc.minpaku.ac.jp

National Institute for Japanese Language and Linguistics

Professor Kuroda kiy-kuro@ninjal.ac.jp

14. The proposed research will also need to demonstrate how the scholarship would 'add value' to the *existing* work of the doctoral student, postdoctoral fellow or project of the research assistant.
15. On completion of the scholarship, the researcher will be expected to submit a short (2000 word) report to the AHRC. This will cover which key collections were used at the NIHU institutes, how these add value to the scholars' own research and indicate broader professional development outcomes. Award-holders will also be invited to give feedback or contribute ideas on how the scheme might be further developed.

Application and Assessment processes

16. Applicants are asked to complete the attached application form, which should be received by the AHRC no later than **17:00 on 1 March 2010**. Applications received after this time and date will not be accepted.
17. Applications will initially be assessed by a subject specialist and you should indicate in Section 2 of the application form the subject area to which your application relates. Specialist staff at the NIHU Research Institutes will also have an opportunity to comment on the proposed use of their collections. The applications, together with these initial assessments, will then be sent to a small AHRC moderating panel, which will make the final funding decisions.
18. Applications will be expected to demonstrate that they meet the aims of the scheme (detailed in paragraph 5). In addition, they will be judged by the following assessment criteria:
 - The extent to which the research proposal demonstrates relevance to the identified NIHU collections;
 - the extent to which the scholarship would "add value" to the existing work of the doctoral student, postdoctoral fellow or research assistant;
 - the extent to which the proposal identifies personal development opportunities through networking with other NIHU research scholars. This might include the presentation of ongoing work or immediate or longer term collaborative opportunities;
 - the extent to which the scholarship would be an effective use of the candidate's time;

- If the intended research at NIHU is to be practice-led, the applicant's own practice must be an integral part of the research proposal and the creative/performative aspects of the research must be made explicit. The applicant must explain how practice is an integral part of the project and not just the outcome.
- Where appropriate, whether the proposal demonstrates that the applicant has the necessary language or linguistic expertise (other than English) required to undertake the proposed research. **Please note that applicants to NIJL and to NIJH must possess Japanese Language skills.** While Japanese language skills are not compulsory for the remaining four institutes, not all NIHU staff will possess strong English language skills. As such, knowledge of Japanese will be beneficial to the student's experience.

Timetable

19. **The closing date for applications is 1 March 2010.** The results will be announced by the end of May 2010. **However, please note that as the AHRC will be relocating during this period, it is possible there may be some disruption to timetables and outcome notifications may be delayed as a result of this. Applicants should consider this alongside the visa requirements for their relevant nationality when choosing a start date for their research.**

Completing the application form

General points

20. The form should be completed in at least 10pt font. All sections of the form should be completed; we are unable to accept applications that are incomplete. It is the responsibility of the applicant to ensure that all parties have completed the relevant sections of the form in time for it to reach the AHRC by the closing date.
21. Please ensure that you preserve the format of the application form and that the text boxes do not run over onto subsequent pages. Small boxes may be completed by hand if you are unable to complete them electronically. Please do not exceed the page or word limit. Please staple the completed application form; do not bind the pages or use paper clips.
22. The closing date for applications is **1 March 2010**. We will not accept any applications that arrive at the AHRC after **17.00 hrs on 1 March 2010**.

Section 1: Applicant details

Question 1. Details of applicant and current award

23. Please give the details requested in full. Under **Current Award Details**, please indicate:
- whether you hold a standard doctoral award, a collaborative doctoral award (CDA), or whether your doctoral award is attached to a research grant. If you are unsure of your eligibility based on your award type, please contact one of the AHRC staff listed at the end of this document.

24. If you are unsure of your **AHRC award reference number**, please contact the relevant officer responsible for your institution. Contact details can be located on the AHRC website here - <http://www.ahrc.ac.uk/About/ContactUs/Pages/pginstitutionofficers.aspx>
25. Under **Duration**, please indicate the **exact dates** during which you hope to be in residence at one of the NIHU Research Institutes.

Question 2. Applicant's statement

26. The applicant is asked to provide a statement in support of their proposal for a scholarship. This statement (which should be no more than 1000 words) should include the following:
- a brief summary of the applicant's AHRC-funded research project
 - the stage in the research at which the Scholarship would take place, e.g. brief details of the research undertaken to date, the number of months/years of study completed on the project, and the timescale for completing the research
 - the primary collections to be accessed. If the applicant is successful, s/he would not be restricted to the collections named, but it is important that the candidate's research is able to demonstrate relevance to the NIHU collections identified in the proposal.
 - how access to these collections would add value to the applicant's current and planned research activities
 - the amount of time sought (between 3 and 6 months) and how the time would be used
 - whether the scholarship would provide personal development opportunities other than those arising directly from the research (for example networking with other NIHU scholars, giving presentations of current work, or immediate or long term collaborative opportunities)
 - where appropriate, whether the applicant has the necessary language or linguistic expertise to undertake the proposed work. **Please note that applicants to NIJL and to NIJH must possess Japanese Language skills.** While Japanese language skills are not compulsory for the remaining four institutes, not all NIHU staff will possess strong English language skills. As such, knowledge of Japanese will be beneficial to the student's experience.

Section 2: Subject Specialist Classification and Key Words

Subject Area: Using the AHRC Subject List attached at the end of the application please state the subject area to which this application relates in the boxes provided. Please note that these are general classifications. **In order that your application is assessed by the relevant specialists please select one classification only.**

Key Words: The applicant is required to list six 'key words' in the box provided, which best identify the focus of their research. These key words will be used to ensure the application is peer reviewed appropriately.

Section 3: Please provide details of other qualifications and relevant academic experience in support of your application

27. Please give details of your career in Higher Education to date and of any other work experience relevant to your application.

Section 4 : For completion by Supervisor/Principal Investigator

Question 5. Details of Supervisor/Principal Investigator

28. Please give the details requested in full.

Question 6. Statement of support from Supervisor for proposed research

29. Please give a statement in support of the application, including:

- confirmation of how the proposed research and use of the NIHU collections will enhance the current work of the applicant
- confirmation that the applicant has the skills necessary to exploit effectively the resources available
- assurance that the time spent at the NIHU institutes will not result in extra time being required to complete the existing research funded by the AHRC.

Section 5: Institutional Authorisation

Question 8. Authorisation of application

30. This section should be completed by a senior member of Registry staff or another senior staff member with the appropriate institutional authority. In completing this section, you are confirming your institution's support of the application and undertaking to provide the support outlined in paragraph 8 if the application is successful.

Submission of application forms

31. The AHRC must receive a signed hard copy **or** a signed scanned copy of your application form by **17:00 on 1 March 2010**.

32. Scanned copies must include signatures and an institutional stamp in order to be eligible and should be submitted to p.lansdowne@ahrc.ac.uk

33. Hard copies must include original signatures, an original institutional stamp and be submitted to:

Paul Lansdowne

**Programmes
Arts and Humanities Research Council
Whitefriars
Lewins Mead
Bristol
BS1 2AE**

For queries about the scheme, please contact Paul Lansdowne (AHRC Awards Officer) on 0117 987 6686 or e-mail: p.lansdowne@ahrc.ac.uk or Samuel Lamshead (AHRC Senior Awards Officer) on 0117 987 682 or e-mail: s.lamshead@ahrc.ac.uk,