

Research Grants
Graduate School of Global Studies (GSGS)
Application Guidelines, 2023

1. Objective

The GSGS Research Grant aims to financially support the research activities of graduate students.

2. Eligibility to Apply

Students currently enrolled full-time as a master's or doctoral student in a GSGS program (GPIR, GPAS, GPGS, GPIC) are eligible. (Students on leave of absence are ineligible).

3. Amount

The maximum grant is 200,000 yen.

4. Use of Funds

A. Published resources (hard and digital versions of books and journals) and online resources (statistical and historical databases, article and image collections, repositories and archives of libraries, news media, and other organizations).

*List the title(s) of each resource. Books should include the names of authors and publishers.

Online databases should include the URL address.

*The funds cannot be used for office supplies.

B. Research assistance (statistical analysis, interpretation, translation, photocopying).

C. Travel for fieldwork or site visits (archives, collections unavailable online).

* Please list the names of the destination and/or site(s).

* Those applying for the research grant for overseas travel should note that, due to Covid, travel abroad for fieldwork or other purposes may require permission from the university (e.g., travel to a country with an infectious disease risk level of 2 or higher). In such cases, the researcher must apply to the university for a "special review" separately from the grant application to obtain permission for overseas travel. Only after review and approval will the research grant be awarded. If, due to a worsening of the coronavirus endemic situation, the grantee is unable to go abroad after receiving permission, he/she may apply for reallocation of the grant. In such a case, the applicant must submit a letter of explanation of the reasons to the chairman of the Graduate School by December 11, 2023, and obtain permission.

* Funds cannot be used for expenses related to conference participation.

5. Evaluation

A faculty committee evaluates an application in terms of its research objective, plan, and budget.

6. Time Frame for Research

Research is conducted between April 28, 2023 and January 31, 2024. (Grant must be used by January 31, 2024).

7. Application Procedure

Download application form from the GSGS homepage, fill it out and send it as an attached email file to the GSGS office. (NOTE: the student's academic advisor must sign the form before submission).

Homepage: <https://dept.sophia.ac.jp/g/gs/>.

Email: gds-gs@sophia.ac.jp

Application period: May 1, 2023 to May 31, 2023

Deadline: May 31, 2023 by 23:59

8. Notification of Result

Grantees will be notified of the result by the GSGS Dean via email.

9. Responsibilities of Grant Recipients

Responsibilities include using the funds appropriately and submitting receipts of expenditures, description of data, and a final research report in a timely fashion.

10. Contact information

Address: Graduate School of Global Studies
Building 10 Room 435
Sophia University
Kioi-cho 7-1, Chiyoda-ku Tokyo 102-8554

E-mail: gds-gs@sophia.ac.jp

Website: <https://dept.sophia.ac.jp/g/gs/>

Office Hours: Monday to Friday from 9:30-11:30/12:30-17:00