**Princeton-Tokyo Partnership Initiatives: Call for Proposals**

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 programs for students and faculty to move back and forth across borders with the institutional support of their home and host universities as part of enduring collaborative teaching and research ventures.

Bilateral collaborative research and teaching ventures 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, 2016 – August 31, 2017.

B. **Large grants** for three years activity. Maximum support: $300,000 (approx. ¥ 30,000,000 [$150,000 equivalent support from each partner]).  
   **Funding term:** September 1, 2016 – August 31, 2019.

These proposals may include:

1. For undergraduates:
   a. Department-designed and led initiatives focused on joint courses or internship programs. These may include Policy Task Forces, Junior Seminars, and summer laboratory internships. What will be important is that these initiatives fit within – and indeed embellish by internationalizing – the applying department’s curriculum.

2. For graduate students:
   a. 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 be given to proposals that intend to build a larger structure for the exchange of graduate students.

3. Travel allowances for faculty residencies for faculty wishing to spend significant (beyond a single conference) time at one of the two strategic partner institutions as part of an ongoing research and teaching collaboration. The duration of these residencies may vary by

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1 This initiative does not encompass student exchange programs for semester and academic year study abroad. All inquiries for graduate and undergraduate study abroad programs should be directed to: UTokyo–International Affairs Division, Princeton – Office of International Programs (http://www.princeton.edu/oip/).
unit or discipline, so may the time period. It will be important that such proposals involve consultation with chairs or directors as they may involve modifications to how faculty expedite their teaching and advising.

3. None of the above. If applying departments or centers have ideas that conform to the overall objective of this partnership-building process, we welcome them and early discussions with the Vice Provost of International Affairs at Princeton or the International Affairs Division at UTokyo.

We strongly encourage interested parties to begin the process of internal discussion and consultation with their chairs, directors, or in full faculty meetings. 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 innovativeness 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.

Proposal Requirements and Evaluation Process

All proposals will be evaluated and ranked according to the criteria above by the Vice Provost for International Affairs and Operations and a member of the Council for International Teaching and Research on the Princeton side and by faculties and representatives of Division of International Affairs at Tokyo. These evaluations and rankings will be rendered to the Joint Governance Committee, comprised of faculty and senior administrators from both universities, which will make the final decisions.

Submission Materials

- The completed grant application form that includes:
  - The approval/signatures of the relevant Princeton and UTokyo chairs, deans or directors of the primary sponsoring units.
  - The budget sheet with year-by-year amounts specified by category (travel, hosting, conference, organization etc.), plus annual totals. Budgets cannot support hiring of administrative staff.
• A narrative proposal description of no more than 12 pages that includes:
  o An overview description of the field of study and general intellectual context of the project suitable for a non-specialist audience;
    **For new initiatives** please explain how the relationship may develop into solid research, or educational collaboration in the future.

    **For existing initiatives** please explain why this funding is necessary and how the initiative may progress into the next stages; address what is new about this initiative if it is part of an on-going relationship

    If submitting for initiatives whose period of funding has finished, please explain what has been accomplished during the grant period and how the initiative will progress to the next stages.
  o A detailed lay-out 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.
  o A description of the funding contributions from sponsoring units and plan for the project’s long-term funding situation 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 it is critical to receive partnership funding (or how partnership funding may augment your ability to obtain further funding from external sources).
  o A discussion of any additional resources (office or laboratory space, library access etc) required for the project and of their availability.

• CV’s for principal participants at Princeton and UTokyo (individual professional bibliographies are not required).

All proposals must be submitted in English by faculty members on both sides simultaneously to UTokyo’s Division of International Affairs and Princeton’s Council for International Teaching and Research.

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

**Application deadline: December 18, 2015**
**Notification: February 17, 2016**

**Submission**

Applications arriving late and applications 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 MSWord or .pdf format by email no later than 5:00 pm (EST) on the designated due date:
Princeton applications: Claire Hu, xuanh@exchange.Princeton.EDU

UTokyo applications: The Division of International Affairs, int-plan@ml.adm.u-tokyo.ac.jp

Administrative Contacts for further information

Princeton: Anastasia T. Vrachnos, atv@Princeton.EDU or Claire Hu, xuanh@exchange.Princeton.EDU

UTokyo: The Division of International Affairs, int-plan@ml.adm.u-tokyo.ac.jp.