

# Guidelines to implement the “Support for continued research and return to make career-building compatible with childcare and nursing care project” for AY 2022

Center for Diversity, Accessibility and Career Development

## 1. Purpose of the project

University of Tsukuba formulated a “Basic philosophy and policy on the promotion of diversity at University of Tsukuba” and implements various measures to help all its faculty members work without stress and exercise their abilities to the fullest degree, regardless of gender, nationality, age, or disability. As one of the measures to help them make work compatible with family life, the Center for Diversity, Accessibility and Career Development (hereafter referred to as the DAC Center) has been implementing its “Subsidy for expenses to employ a research assistant to make work compatible with childcare and nursing care project” since 2011, to support female researchers because childbirth and childcare tend to prevent them from continuing their research activities. Since 2016, it has been implementing the “Support for making a return to research from life events project” and supporting researchers obliged to discontinue their research activities because of such life events as childbirth, childcare, and nursing care. Based on the needs for these projects, the "Support Project for Continuation of Research and Return to Work for Balancing Childcare and Nursing Care" has been implemented by integrating the two projects.

## 2. Target persons

Target applicants are full-time faculty members, researchers, and hospital lecturers and assistant professors (regardless of gender or marital status) who fall under any of the following (1) to (4) and are experiencing difficulties in their research activities.

(1) Those who are pregnant.

(2) Those who are taking care of a child younger than the sixth grade of elementary school (must be the main person parenting the child).

\*However, in the case of a spouse, the spouse must be employed full-time.

(3) Those who are caring for a relative (whether they are living together or living separately) who is certified by the municipality as being in need of nursing care (excluding cases where the relative is in a nursing home).

(4) Those who have other reasons equivalent to the above reasons (for example, those who are always engaged in caring for a relative because of injury, disease, or disability).

Notes:

◆As a general rule, research assistants cannot undertake research while the applicant is on maternity leave or absent because of childcare. Research assistants have to understand that they are not “agents” who conduct research while the applicant is absent but “research assistants” who perform research with the applicant. In the event that research activities are greatly disrupted, please submit a request in advance because support is provided only if the management of employees can be transferred to another faculty member.

## Important notice

Since the grant period from the Ministry of Education, Culture, Sports, Science and Technology (MEXT) has ended and the cost of this project will be covered by our internal budget, we have decided to review the cost of the project. Therefore, in case of large number of applicants, we will adjust the acceptance or rejection and the amount of support based on the following criteria. Please also note that we may decline your application result of the screening process.

(1) Number of children, (2) age of the youngest child, (3) number of people in need of nursing care, (4) condition of people in need of care, (5) whether or not they live together, (6) application status for research fund, and schedule for submission of papers, (7) job classification, (8) term of office or not, and (9) past adoption of support projects

### 3. Support content

Support is provided for the following expenses deemed necessary for research.

(1) Labor expenses, (2) supplies expenses, (3) expenses for domestic travel, (4) expenses for foreign travel, (5) reward, (6) printing and binding expenses, (7) communication and transport expenses, and (8) miscellaneous expenses.

\* inner rules of the university, including “Employment regulation for part-time workers of the University of Tsukuba” are applied to the expenditure for support content.

#### Complement 1) Regarding Labor expenses

Since this project will support research continuation, Labor expenses costs are assumed to be research assistants.

#### Complement 2) Use of expenses

The purpose of this project is to support researchers for continue and return research during the life event. Please use expenses that are suitable for this purpose. And also please use expenses exactly as it appears in the application you submitted.

#### Complement 3) Deadline for use and submission of reports

Adopters must use all the support money by February 28, 2023 and submit the report by March 31, 2023.

### 4. Application for support

Closing date for accepting application: Monday, May 16, 2022, at noon

#### 【How to submit】

Please click the following URL to apply through the u-Rad system. (You can log in with unified authentication and ID.)

U R L : <https://u-rad.sec.tsukuba.ac.jp/login/>

\* Please download the application form (Form 1) from the above URL.

### 5. Period of support

The period of support shall be from after the decision of adoption in 2022 until February 28, 2023. However, if the applicant loses eligibility requirements as a subject during the said period, the support will be terminated before the originally planned period.

### 6. Decision on eligibility for support and support amount

(1) We are screening on the basis of the application for “Support for continued research and return to make career-building compatible with childcare and nursing care” (Form 1), and the director of the DAC Center makes a decision on eligibility and the amount of support. We will notify the screening result to the applicant through the u-Rad system.

(2) The period of support is single academic year.

(3) The amount of support is **up to 150,000 yen** per person eligible for support.

7. Procedure after the decision on eligibility

**Notification of the result: Early-June 2022.**

- (1) After the end of the support period, submit a report on “Support for continued research and return to make career-building compatible with childcare and nursing care” (Form 2) to the DAC Center through the u-Rad system as soon as the support period ends.
- (2) In principle, changes to the content of the application and support after the application deadline are not allowed.
- (3) If there is any change in the content of the application during the period, such as the reason for support disappearing, please contact the person in charge of this project immediately via the academic service office.

8. Expense burden

The necessary expenses of this project are paid from the internal budget of the DAC Center.

9. Other items, and requests from the DAC Center

- (1) The users of this support project will be asked to cooperate with the project conducted by the DAC Center and will be contacted with information about the Diversity Promotion Project.
- (2) The users of this support project cannot use the “Support for expenses for assistance to female and foreign managers project”, during the same year.
- (3) For the purpose of preparing reports, we may ask you about your research achievements based on the report (Form 2).
- (4) Personal information submitted by the applicant is not used for any purpose other than the purpose mentioned in (1) and for this project, and it is stored and managed appropriately.
- (5) For accounting and administrative procedures, please contact the person in charge at the academic service office.

10. Contact person for this project

Ms. Kataoka (8504) E-mail: [diversity@un.tukuba.a.jp](mailto:diversity@un.tukuba.a.jp)

Center for Diversity, Accessibility and Career Development (DAC Center)/Division of Career Services

Reference: [https://diversity.tsukuba.ac.jp/?page\\_id=17528](https://diversity.tsukuba.ac.jp/?page_id=17528)