

Guidelines to implement the “Support for continued research and return to make career-building compatible with childcare and nursing care project” for AY 2024

Bureau of Human Empowerment

1. Purpose of the project

University of Tsukuba implements various measures to help all its faculty members work without stress and exercise their abilities to the fullest degree, regardless of sex, gender identity and sexual orientation, nationality, age, or disability. As one of the measures to help them make work compatible with family life, Bureau of Human Empowerment (hereafter referred to as the BHE) has been implementing its. This program was started in FY2011 to support female researchers who tend to interrupt their research due to childbirth or childcare, etc., to continue their research. Currently, We provides a wider range of research support regardless of the sex, gender identity and sexual orientation, of the subject, with the addition of a section on nursing care.

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2. Target persons

Target applicants are full-time faculty members, researchers, and hospital lecturers and assistant professors (regardless of sex, gender identity and sexual orientation, 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).
- (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).

3. Examination Details

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 as a result of the screening process.

- ① Situation of life events
- ② application status for research fund, and schedule for submission of papers
- ③ job classification
- ④ term of office or not
- ⑤ past adoption of support projects

4. Support content

Support will be **provided up to 150,000 yen** per person. The support funds can be used for the following expenses*1 that are deemed necessary for research. Please make sure that the use of the support funds is consistent with the information provided in the application.

- Labor expenses*2
- supplies expenses
- expenses for travel
- reward
- printing and binding expenses
- communication and transport expenses
- miscellaneous expenses

- *1 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.
- *2 Regarding Labor expenses: Since this project will support research continuation, Labor expenses costs are assumed to be research assistants.

5. Application for support

Please apply through Microsoft Office Forms (URL below).

- URL : <https://forms.office.com/r/szmy6rP5BT>
- Closing date for accepting application : **27, May, 2024 at noon.**

- ※ An account with a tsukuba.ac.jp email address is required.
- ※ Please note that no changes will be accepted after the application has been submitted.

6. Period of support

The period of support shall be from after the decision of adoption in 2024 until February 28, 2025. However, if the applicant loses eligibility requirements as a subject during the above-mentioned period, the support will be terminated before the originally planned period (Leave of absence, transfer, retirement, etc.).

7. Decision on eligibility for support and support amount

- Notification of results : **Early June, 2024**

The BHE Gender Support Team and the BHE Director General will decide on the recipients and the amount of support based on the content of the application. The results will be notified to the selected applicant and the academic service office.

8. Expense burden

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

9. Other items, and requests from BHE

- Adopters of this project may be asked to cooperate in projects conducted by BHE.
- Users of this program are not allowed to apply at the same time for the "Business Assistance Related Expense Support Program for Women and Foreigners, etc. who are engaged in Administrative Operations" conducted by BHE.
- Personal information submitted by the applicant will not be used for any purpose other than to provide information on the projects implemented by BHE and for this project. Personal information will be stored and managed appropriately.
- For accounting and administrative procedures, please contact the person in charge of your support office.
- After the end of the support period, please report your research achievements and the use of the support funds in accordance with the notification from BHE.

10. Contact

Bureau of Human Empowerment

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