

DAAD–Kyoto University Partnership Programme towards SDGs to start in 2025  
Frequently Asked Questions (FAQs)

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1) Program Objectives

**Q1: The application guideline states that the objective of this program is to establish international collaboration research networks aimed at achieving the Sustainable Development Goals (SDGs) in the future. Could you kindly explain what SDGs are?**

A. Sustainable Development Goals (SDGs) are the global goals between 2016 to 2030 that are set in “the 2030 Agenda for Sustainable Development”, adopted by all United Nations Member States in September 2015. The goals consist of 17 Goals, 169 Targets that are all interconnected, and to leave no one behind. The SDGs are the universal goals which are an urgent call for action by all countries - developed and developing.

Reference: <http://www.un.org/sustainabledevelopment/sustainable-development-goals/>

**Q2: Should the application project research be directly linked to achieving the SDGs?**

A. If the applicants’ projects demonstrate relevance to one of the 17 Goals as explained in the application form, they are eligible to apply to this program, irrespective of whether the research question is directly linked to achieving the SDGs.

2) Eligibility

**Q3: The application guideline states that Early Career Researchers (ECRs) include students pursuing their doctoral degrees and scholars holding Ph.D. degrees for no longer than 5 years. Is there any age limit on applying?**

A. There is no limit if the applicant meets the ECRs’ requirements which are ECRs include students pursuing their doctoral degree and scholars holding a Ph.D. degree for no longer than 5 years, excluding time for childcare leave.

**Q4: Are ECRs themselves eligible to apply for this program?**

A. They are eligible to apply for this program. As the application guideline states in section 2.2., all applicants must possess a valid qualification to enroll at Kyoto University. This includes doctoral students, researchers, assistant professors, lecturers, associate professors, and professors, as well as those on part-time, fixed-term, and specific fixed-term contracts. For doctoral students, it is mandatory to have the consent of their supervisors when applying for this program. You can find more details in the answer to Q14 below.

**Q5: Are faculty members affiliated with Kyoto University, who are not qualified as ECRs, eligible to apply for this program?**

A. They are eligible to apply for this program. However, the individuals who are sent to Germany from Kyoto University or those who are sent to Kyoto University from Germany following the project plan stated on the application should be qualified as ECRs. More details can be found in the answer to Q13 and Q14 below.

**Q6: Is it necessary to match the number of ECRs to be sent to Kyoto University/Germany on the Kyoto University side with those on the German side?**

A. It is not necessary; for instance, one ECR individual can be sent from Kyoto University to Germany, and 2 ECRs from Germany can be sent to Kyoto University.

3) Support Offered by the Program

**Q7: Is it possible to utilize this fund to facilitate the travel of students or researchers who are not qualified as ECRs, such as supervisors?**

A. Please note that it is not possible. This fund can only be used by ECRs to travel to Germany and participate in symposiums/academic conferences.

**Q8: Is the fund of up to 2,000,000 yen the total of the funds from Kyoto University and Germany?**

A. No, it is not, the sum of 2,000,000 yen comprises funds from Kyoto University and does not include any support from Germany. Funding from Germany to the German side will be granted according to DAAD regulations.

**Q9: Is the fund intended to be used all at once for one time travel expenses?**

A. It may be possible to use the funds all at once or at different times for travel expenses within the approved budget range.

**Q10: What kinds of support do URAs provide?**

A. URAs support the expansion of international collaborative research networks in various ways, depending on the career stage of the researcher involved and the phase of exchange and collaboration with Germany.

For example, ECRs who are at the stage of forming a network with Germany can be provided with information and advice on German research institutions, on the development of host researchers and procedures, and on travel to Germany. Local staff at the Kyoto University European Centre at Heidelberg can also provide support for cooperation and coordination with German universities. Furthermore, upon their return to their home country, the ECRs are supported in setting up specific joint research projects, providing information and assistance in applying for external funding to promote mutual researcher exchange and disseminating the experience of staying overseas and research results to the public.

Activity reports from previous applicants, demonstrating examples of URA support, can be found at <<https://www.oc.kyoto-u.ac.jp/exchange/aida/en/>>.

#### 4) Application and Selection Procedure

**Q11: Should the application forms be prepared separately from the side of Kyoto University and the side of Germany?**

A. Both Kyoto University and German applicants must collaborate to prepare the application in English using the "Project Description" form. Additionally, German applicants are required to submit other documentation through the DAAD Portal. Applicants from Kyoto University should email the completed application form to KURA [AI DA] team at <[aida@kura.kyoto-u.ac.jp](mailto:aida@kura.kyoto-u.ac.jp)>, while the German side should submit the form via the DAAD Portal. Both sides must submit the same application forms. If we cannot confirm this, the applications will not be considered for selection.

**Q12: Can the application written in German be accepted?**

A. Both parties must collaborate to prepare the application in English, which is the common language for this programme.

**Q13: In the "General Information" section of the "Financing Plan" form, who is responsible for completing the "Principal Investigator" at the "About PI at Kyoto University"?**

A. Please provide the name and affiliation of the applicant on the Kyoto University side. The applicant can be the same person as the ECRs conducting the stay in Germany or a different person such as a supervisor.

**Q14: If the applicant is a PhD student, is it mandatory to mention the supervisor's name on the application form?**

A. If the applicant is a PhD student, please provide their supervisor's name and affiliation at Kyoto University in the "Supervisor at Kyoto University if necessary" part of the "General Information" section on the "Financing Plan" form. The funding for this project will be provided to the selected applicant through the relevant supervisor.

**Q15: The applicant from Kyoto University has not yet achieved any research milestones. Is it still necessary to submit a "Research Profile" as one of the requirements on the DAAD portal site?**

A. If the applicant from Kyoto University is a PhD student, it is required to submit the supervisor's "Research Profile." The format can be the template provided on our website or any other format.

**Q16: What should be written in the "Roles in the project" on the last page of the "Project Description" form?**

A. This is the mandatory information required by the German DAAD. It should be completed by the German partner researcher.

**Q17: How will the selection process take place?**

A. The AI DA team staff will use the guidelines outlined in the 6th section, "Selection Criteria," to make a comprehensive decision on whether to accept or reject an application. In some cases, the applicant may be interviewed by the people in charge of the application. The final decision on the successful applicant will be made by an external selection committee constituted by DAAD.

5 ) Procedure after being selected

**Q18: What obligations are placed on the selected applicants and the person who will be sent to Germany/Kyoto University?**

A. The project must be carried out following the research plan described in the application and in compliance with the regulations. You will also be asked to cooperate in the below activities for the smooth implementation of this programme, including before and after the trip of ECRs that is described in the 7th section "Obligations" on the guideline:

- Responding to inquiries and requests for preliminary meetings, etc. from URAs at KURA
- Submitting a report and cooperating for web publication after the return
- Participation in follow-up activities for enhancing the international collaborative research network after this programme ends.

**Q19: What should the applicant do if they need to change the research plan described in the application?**

A. Please get in touch with the AI DA team at KURA promptly. Changes to the plan are allowed if they are essential to achieve the desired results. Please note, however, that the allocated funds must be used within the planned physical year.

**Q20: Is it possible to travel to and stay in a European country other than Germany (third**

**country) while staying in Germany?**

A. Travel is allowed only in cases where it is necessary to enhance collaborations in a third European country other than Germany with German researchers looking to establish a network, or only when it is considered beneficial to the research of the chosen project. If the applicant is unsure about the decision, please reach out to the AI DA team before the trip. The following example may be helpful.

e.g.) A German researcher who wishes to deepen exchanges is scheduled to attend an international conference or research meeting in a third European country, and the selected ECR will participate together to make a presentation of the research and exchange opinions.

**Q21: The project funding is insufficient for the planned stay in Germany. Can we combine this with other research funds to extend the stay?**

A. You may combine funding from this programme with other research funding from your own or your institution. However, it is important to follow the rules for using other research funds in addition to those of this programme. Please contact the accounting staff in your department for specific procedures.

6) Restriction of Parallel Applications and Receipt (CHANGED)

**Q22: Is it possible to apply for the JSPS Bilateral Joint Research Projects/Seminars or other Japanese-German exchange programmes offered by DAAD such as DAAD Scholarships simultaneously?**

A. It is prohibited to apply for those programmes at the same time.

**Q23: Are the recipients of the JSPS Bilateral Joint Research Projects/Seminars and DAAD Scholarships able to receive the funds from the DAAD-Kyoto University Partnership Programme at the same time?**

A. The recipients of the JSPS Bilateral Joint Research Projects/Seminars and DAAD Scholarships are not eligible for funding from the DAAD-Kyoto University Partnership Programme.

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