

UW Japan Studies  
Guidelines for Japan Studies Research Grants  
2016-2017

Overview

UW Japan Studies will provide grants to support research on Japan by eligible UW faculty, in amounts typically ranging from \$1,000 to \$5,000 per year. Funds may be used for activities such as foreign and domestic research travel (e.g., presentation of papers at conferences, fieldwork, archival research); hourly student assistance; and publication support.

Faculty Research Grants are intended to supplement Faculty Professional Grants, (which may not be used to pay for hourly support and are generally used for small but essential expenses e.g., journal subscriptions, book purchases, association dues, partial travel subsidies, etc.)

Rationale

Faculty Research Grants are provided to support:

- Creation of knowledge in Japanese studies. Research in humanities and social sciences is severely underfunded in the United States relative to other fields. Grants will help faculty create and disseminate new knowledge about Japan.
- Enrichment of teaching in Japanese studies at UW. Opportunities to conduct research make faculty more effective teachers at all levels, from introductory undergraduate courses to doctoral advising.
- Recruitment and retention. Research support is essential for recruiting and retaining valuable faculty members.
- Professional development. UW Japan Studies has a vested interest in the professional success of its faculty members within the University. It is strengthened when members are promoted and tenured, and research production is a core criterion.
- Institutional reputation and relationships. High visibility of faculty research maintains and enhances the University's record of excellence in Japanese studies; faculty travel in particular enables and supports connections between UW and other institutions.

Eligibility

Applications are welcomed from tenured and tenure-track faculty at the UW Seattle campus whose teaching and research focus primarily on Japanese-related fields in the humanities or social sciences. Faculty on research leave during the

proposed period of research are eligible. Faculty on leave for personal reasons or teaching at another institution are not.

Faculty members who hold endowed professorships or other positions (including administrative appointments) that provide research funds are eligible to apply; however, they should explain in the application why the existing funds are insufficient.

### Criteria for selection

Selection will be based on the following unranked criteria:

Criteria intrinsic to the proposed project

- Intellectual merit of the proposed project
- Likelihood that the project will culminate in a published work or equivalent result
- Potential for building intellectual relationships with other units or institutions
- Appropriateness of amounts requested

Criteria extrinsic to the proposed project:

- Applicant's teaching in Japanese-related topics at UW
- Applicant's record of research accomplishment
- Applicant's service to UW Japan Studies
- Amount of support given to applicant by UW Japan Studies in the past
- Availability of other sources of research funds
- Importance of the project to the applicant's professional success

### Application procedure

Deadlines for applications are:

**(1) October 1.** Intended to accommodate faculty conducting research in the winter or spring, including faculty presenting at AAS, or other spring conferences.

**(2) April 1.** Intended to accommodate faculty conducting research in the summer or fall, including summer research travel.

If a date falls on a weekend or a University holiday, the effective deadline is the next University business day.

### Eligible and non-eligible expenses

The following expenses may be included in your research grant proposal:

- Research travel, domestic or foreign (airfare, ground transportation, mileage and parking.)
- Lodging
- Incidentals

- Registration
- Hourly research support. N.B. *Faculty cannot be reimbursed for wages paid to student labor; hourly student assistants must be hired through the University and placed on UW payroll for the hours worked as part of a research grant.*
- Publication subsidies, including images, indexing and permissions.
- Meals may be reimbursed depending upon your individual grant award, up to the State Department per diems without receipts. Please visit:
  - *foreign*: [https://aoprals.state.gov/web920/per\\_diem.asp](https://aoprals.state.gov/web920/per_diem.asp)
  - *domestic*: <http://www.defensetravel.dod.mil/site/perdiemCalc.cfm>

The following expenses are NOT eligible:

- Visiting speakers (applicants should seek events funding)
- Summer salary
- Book purchases (books should be acquired by EAL or with professional grants)

June 17, 2016