Date (MM/DD/YY)

To: **Hokkaido University**

Dean of Faculty of [NAME OF DEPARTMENT]

**Applicant**

[Address]

[Organization Name]

[Representative (Name and Title)]

[Signature or company seal (stamp)]

Application for Joint Research

In accordance with the *National University Corporation Hokkaido University Operating Regulations on Joint Research*, the Applicant hereby applies for a joint research for the following subject.

Research Subject:

1. Outline of Joint Research

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Research Subject |  | | | | |
| Purpose/Description of Research |  | | | | |
| Term of Research | From: (MM/DD/YY) To: (MM/DD/YY) | | | | |
| Research Personnel | Hokkaido University | Name | | Department/Title | Role |
|  | |  |  |
| Affix \* after the name of the principal investigator. | | | |
| Applicant | Name | | Department/Title | Role |
|  | |  |  |
| Affix \*\* after the name of researchers scheduled to be participating as co-researchers at Hokkaido University. | | | |
| Research Site |  | | | | |
| Additional Information |  | | | | |
| Main Business Activities of the Applicant |  | | | | |
| Administrative Contact of the Applicant | Address | |  | | |
| Department | |  | | |
| Name of Contact Personnel | |  | | |
| Tel. Number | |  | | |
| Email Address | |  | | |

2. Expenses and Equipment Necessary for Joint Research

(1) Expenses

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | ①Research Expenses  （a＋b）\*1 | | ②Administrative Expenses \*2 | ③Co-researcher  Annual Fees \*3 | Total Expenses   1. +②+③） |
| Financial  Year | (a)Direct Expenses | (b)Academic Contribution Fee |
|  | JPY | JPY | JPY | JPY | JPY |
|  | JPY | JPY | JPY | JPY | JPY |
| Total | JPY | JPY | JPY | JPY | JPY |

(2) Facilities and equipment to be provided by the Applicant

|  |  |  |  |
| --- | --- | --- | --- |
| Name of  Facilities | Equipment | | |
| Name | Model / Spec | Amount |
|  |  |  |  |

　Note:

1. \*1　Please fill in the amount to be arranged between the parties based on the content of the Research. “Direct Expenses” are necessary to carry out the scope of the project, and can be identified with a particular project. “Academic Contribution Fee” is charged based on contribution of the Research Personnel’s academic knowledge to the project.
2. \*2 “Administrative Expenses” is charged to support the promotion of industry-academia collaboration necessary based on the Operating Regulations. Please fill in an amount equivalent to 30% or more of the Research Expenses.
3. \*3 Please fill in the total fee based on the number of participating co-researchers.
4. Please attach a resume including the research history of the co-researcher to be participating Hokkaido University.

3.Item to Check

|  |
| --- |
| I have read and confirmed the contents of *National University Corporation Hokkaido University Operating Regulations on Joint Research*.  <https://www.hokudai.ac.jp/jimuk/reiki/reiki_honbun/u010RG00000190.html>  □　Confirmed |
| I have read and confirmed the contents of *Basic Policy Regarding Intellectual Property, Inventions, and Patents Achieved from Collaborative research with Companies*.  <https://www.mcip.hokudai.ac.jp/en/service/collaborative_research/basic_policy/>  □　Confirmed |
| Do you agree to allocate the “Academic Contribution Fee” to personnel expenses required to conduct this Joint Research.  <https://www.hokudai.ac.jp/research/collaboration/kyodo/>  □　I agree　　□　I disagree |
| Is there any Research Personnel who also holds position as your executive ?  □　Yes　　　　□　None |