

Application guideline for the “Hitachi Fund Support for Research Related to Infectious Diseases”

1. Purpose

In our global society, where social and economic activities are complexly linked, the pandemic of COVID-19 has caused personal, economic and social impacts in every country, and has also highlighted many vulnerabilities and issues in a variety of fields including politics, economy, legal systems, science and technology and international relations. We need to share knowledge and lessons learned from the hard time to build a more resilient society, while also working to end the pandemic.

In order to contribute to promotion of academic research and science and technology, the Hitachi Global Foundation has been offering research support to researchers in the humanities and social science field as well as those in the science and technology field. Today, the Hitachi Global Foundation has established a grant program by donations from Hitachi, Ltd., its executives and employees, and executives from its Group company based on the Foundation’s vision. This fund is to provide grants for evidence-based research projects aiming to academically research, analyze, and study the various issues that have surfaced due to the pandemic of COVID-19, and then share the learnings internationally.

2. Criteria

- ① Joint research with multiple researchers (referred to as "research team")
- ② The research team must have a principal researcher in the research team and the principal researcher can apply for the grant.
- ③ The principal researcher must belong to a university or research institute located in Japan (for-profit companies are excluded). The principal researcher must submit a recommendation letter from the head of the affiliation such as president, dean, chairperson, department head, director, laboratory director and direct supervisor.
- ④ The principal researcher is supposed to be able to remain as a principal researcher throughout the grant period.
- ⑤ The principal researcher must hold Japanese nationality or permanent residence in Japan when applying.
- ⑥ The research team must have at least one group leader (refer to 4-1. Implementation Structure of the Application form) who belongs to a foreign university or research institute.

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3. Eligible Fields

Eligible fields include research and analysis, and comparative analysis on the impacts of COVID-19 on civic life, politics, economy, legal systems, science and technology, communities and international relations from a perspective of humanities and social science, policy science and social medicine, but it is not limited to research on COVID-19 or its pandemic. Clinical or biomedical research is not eligible. The target country for research is not limited to Japan.

<Example>

- ✓ Utilization and application of data for regulatory science in the medical field
- ✓ Mid- to long-term social impacts and international aid in emerging countries
- ✓ Social acceptance and tolerance of scientific advice as well as political and administrative decisions
- ✓ Public communication by the government, media and science community, and behavioral change
- ✓ Compatibility of infection prevention and economic policies
- ✓ Possibilities for lifestyle transformation and the future of urban design

4. Grant Amount

Total amount: 150 million JPY

Large-scale Research Project	Mid-scale Research Project
50 million JPY or less/research project Research project that tackles multiple issues and covers multiple continents with an integral theme requiring multiple specialties	less than 30 million JPY/research project Research project that is a smaller than the large-scale research (issues or required specialties are limited, but over multiple regions or countries)

5. Grant Money

The grant money will be sent by wire transfer as a donation from the Hitachi Global Foundation to the university or organization the principal researcher of the research team belongs to, and remittance will only be made to a bank account in Japan.

The grant money will be sent in batches based on the research project budget indicated in the application form (if there is any change to the budget plan when selected for the grant, the transfer will be scheduled accordingly).

The schedule is as follows (if the research term is three years):

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	Period covered	Time of transfer (tentative)
First transfer	from December 2021 to March 2023	December 2021
Second transfer	from April 2023 to March 2024	End of May 2023
Third transfer	from April 2024 to November 2024	End of May 2024

The grant period will end at the end of November 2024.

Direct expenses for the research project may be borne by the grant, but the following expenses shall not be borne by the grant:

- ① personnel expenses or honoraria for the principal researcher, group leader(s) and joint researchers who are categorized in 4-2. Implementation Structure (by group) of the application form
- ② Indirect expenses or general management expenses for the university or research institute the principal researcher belongs to

6. Grant Period

Up to three years from December 2021

7. Application Period and Schedule

Application Period: from April 1, 2021 till June 30, 2021 (11:59pm (JST))

April 1, 2021	Start of application period
June 30, 2021	End of application period
July to October 2021	Selection (documents screening and interviews)
November 2021	Notification of final selection results
December 2021	Start of grant period
December 2021 to January 2022	Overview of the selected research projects to be announced on the web (presentation)

8. Selection

Grant recipients will be selected based on consultation by the selection committee which includes evaluations of the following items as well as comprehensive evaluation, and the Board of Directors of the Hitachi Global Foundation will approve the decision.

Evaluation points:

- ✓ Is the research project empirical research based on evidence and/or data?
- ✓ Is the research project so challenging that it could not be achieved without a global joint research?
- ✓ Is the research project approach interdisciplinary and well organized in the team?
- ✓ Is the research project well planned to share the research outcome globally and

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domestically?

- ✓ Is the research plan feasible for the target term?
- ✓ Is the research budget reasonable?

9. Announcement of Selection Results

The selection result will be notified to the principal researchers respectively, and the grant recipients will be announced on the Hitachi Global Foundation’s website.

After the selection is confirmed, the principal researchers are asked to give a presentation on an overview of the research project.

10. Report of Research Outcome

The selected research teams shall report the research outcome as follows:

- ✓ The principal researcher shall participate in a symposium held by the Hitachi Global Foundation and report on the outcomes of the research project once the research is completed.
- ✓ The principal researcher shall submit an interim report as well as an accounting report and give a presentation for the interim reporting session during the grant period. The final research report (Japanese and English) and accounting report shall be submitted within three months from the end of the research project.
- ✓ The members of the research team shall proactively and broadly share the research outcome by academic papers to international journals, conference presentations and books, and the expenses of which may be borne by the grant money.
- ✓ When reporting the research outcome by the grant, the members of the research team shall indicate the following grant name, and notify the Hitachi Global Foundation in advance.

<Name>

Japanese: 日立感染症関連研究支援基金

English: Hitachi Fund Support for Research Related to Infectious Diseases

11. Important Note

While the research project is deemed to be conducted in accordance with the research project plan, the principal researcher shall promptly submit the designated alteration request form to the Hitachi Global Foundation when any change on the principal researcher and/or their affiliation, or significant change that affects the expected research outcome occurs. The Hitachi Global Foundation will decide the continuation of the research project after scrutinizing the form.

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- ✓ When the principal researcher is to be changed due to an unavoidable reason (injury, illness, death, etc.), an alteration request form shall be submitted stating the name of a successor principal researcher, the criteria of selection, and the policy for continuing the research project.
- ✓ When the principal researcher is to be changed, the principal researcher shall be responsible for transferring the grant to the organization to which the successor belongs and shall also submit to the Hitachi Global Foundation a letter of approval (on the successor principal researcher conducting the research project at their organization) issued by the head of the organization to which the principal researcher belongs.
- ✓ When the principal researcher is transferred to other organization, the principal researcher shall be responsible for transferring the grant to the new organization, and submit to the Hitachi Global Foundation a letter of approval (on the principal researcher conducting the research project at their organization) issued by the head of the new organization.
- ✓ When any significant change occurs on the implementation items, plan and structure of the research project, an alteration request form shall be submitted, stating the reason for the change and means of managing the change.
- ✓ The research project will be canceled if any significant change, including change and/or cancelation of the implementation items or shortening and/or postponement of the schedule, causes difficulties of achieving the expected research outcome.

12. Measures against Violations

The Hitachi Global Foundation may request a full or partial refund of the grant money in any of the following cases.

- ① The grant money is spent on the purpose of other research project.
- ② The research project is cancelled or significantly scaled down without approval from the Hitachi Global Foundation.
- ③ A significant change in the contents of the research project is detected.
- ④ A false statement is detected in the application form or submitted forms.
- ⑤ The principal researcher and/or research team violates their obligations.
- ⑥ The contents of the research project include any content related to antisocial forces or the research team has any relevance to antisocial forces.

13. How to apply

Application is public offering and application can only be made online.

The application forms can be downloaded from the Hitachi Global Foundation’s website and

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the applicant shall register and apply from the designated application registration page.

There is no designated form for the recommendation letter, but the required items can be referred in the sample recommendation letter on the website.

Once application registration is complete, the applicant will receive a three-digit application number and a URL to the application page. The application number must be indicated in the application form as well as the Japanese summary of research project form.

Both of a Word file and PDF of the application form are required to submit and the contents of two files must be the same.

The total file size of the submitting forms that can be uploaded is limited to 10 MB.

Any application by mail is not accepted.

List of files on the “Hitachi Fund Support for Research Related to Infectious Diseases” page of the Hitachi Global Foundation website			
Document name	Language	Submission	Submission file format
Application form	Japanese	Unnecessary	—
Application form	English	Required	PDF and Word
Sample of Recommendation letter (any format is OK)	Japanese	Required	PDF
Japanese summary of research project	Japanese	Required	Word

The following four forms are required to submit.

- ① Application Form (English, PDF) *required
- ② Application Form (English, Word) *required
- ③ Recommendation Letter (Japanese, PDF) *required
- ④ Japanese Summary of Research Project (Japanese, Word) *required

■Inquiries

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