

Graduate School of Integrated Sciences for Global Society, Kyushu University

Academic Publications Grant Policy

Last update by Publications Committee: July 9, 2023

(1) Eligibility to apply

Eligible applicants are persons who satisfy all five criteria listed below, intend to publish an academic publication within the current fiscal year, and are (a) faculty members of the Graduate School of Integrated Sciences for Global Society, or (b) doctoral degree holders from the Graduate School of Integrated Sciences for Global Society or the Graduate School of Social and Cultural Studies (excluding persons who at the time of application hold an academic position with a tenure, or have been offered a position).

- 1) The publication must not yet have been published and must have academic significance related to the applicant's field of research.
 - * Content that is intended for a university textbook or general readership, or that overlaps with other grant programs is ineligible.
 - * If a graduate student intends to publish based on a doctoral dissertation, the manuscript must be revised for publication.
- 2) The applicant must be a single author or the chief (lead) editor.
- 3) The publication is certain to be published during the current fiscal year (if the applicant is unable to publish during the current fiscal year, no grant money will be paid out, even if the grant was approved).
- 4) By the time of application (June 30 of that fiscal year) the manuscript to be delivered to the publisher must be complete (may have already been submitted).
- 5) At the time of application, the applicant must be able to submit a Publication Grant Application Form and a Publication Grant Cost Estimate.
 - * Before applying, the applicant must have communicated with the publisher and obtained an assurance that the book is surely published by the end of the fiscal year if the grant is obtained.
 - * If the graduate student was an international student, an application can be submitted after returning to the home country, but the publisher must be located in Japan.
 - * Persons who have already once received a Social and Cultural Studies Series (Hikaku Shakai Bunka Soshō) grant will be given a lower priority if applying for a second time.
 - * This grant is available only once.

(2) Application process

- 1) The applicant must submit the Publication Grant Application and Publication Grant Cost Estimate to the chair of the Publications Committee by 17:00 on June 30 of that fiscal year.
- 2) Items to be stated in the Publication Grant Application
 1. Title of publication. 2. Outline of publication. 3. Table of contents (chapter headings). 4. Purpose and significance of publication. 5. Author's name (for edited compilations, the names and affiliations of all authors). 6. Publisher (contact name and information). 7. Stage of progress (pre-submission, proofreading/editing, publication scheduled, etc.). 8. Necessity of the grant (required amount, etc.).
- 3) Items to be stated in the Publication Grant Cost Estimate
 1. Specifications (format, hard/soft cover, total pages). 2. Price and number of copies (anticipated price including tax, initial print run). 3. Breakdown of cost estimate (layout, plate making, printing plate preparation, printing, binding, paper procurement). 4. Estimated total cost (sum of previous list).

*Note: The publisher's editing and design costs, etc. are not to be included.

(3) Number and allocation of grants

- 1) Selection of applications will be made by the Publications Committee. The number of grants and allocation of grant funds will vary with the number of publications in the Social and Cultural Studies Series (Hikaku Shakai Bunka Sosho) and the number of academic publication grants being approved in that fiscal year.
- 2) The maximum grant amount shall be up to half of the total sum of the estimated amount, and if the half amount is 900,000 yen or greater, the maximum shall be 900,000 yen.

*However, the amount may be reduced based on (3) 1) above.

(4) Additional call for applications

- 1) If the total number of publications in the Social and Cultural Studies Series (Hikaku Shakai Bunka Sosho) and in this academic publication grants in a fiscal year is one or less, an additional call for applications will be issued.

(5) Procedures after grant approval

- 1) When the item has been published, the applicant must submit the publication (two copies) and a Request Form for Payment of Publication Grant to the chair of the Publications Committee (last day of February deadline, strictly enforced).
- 2) Applicants who have confirmed that the grant has been paid to the publisher must submit a Publication Grant Implementation Report to the chair of the Publications Committee (March 31 deadline, strictly enforced).

Additional note: This policy entered into effect as of April 1, 2022 and shall be revised as necessary by the Publications Committee of the Graduate School of Integrated Sciences for Global Society.