

(Appendix)

Guides

- As the application form is reviewed by expertise in various fields, please use simple and clear terminology.
- An experimental medical research on human beings MUST ensure the fully informed consent of the participants and should clarify its contribution and foreseeable benefit.

Application Form for Joint Usage/Research Project

Date : / /

To: Director of the Medical Centre for Health Promotion and Sport Science,
Wakayama Medical University

Chief Applicant's Information

Name (Chief Applicant) : _____

Institute/Department : _____

Position : _____

Address : _____

Tel : _____ (ext. _____)

Fax : _____

E-mail : _____

1) Project Members		
Researcher(s)	Institute/ Department/ Position	Role(s)
List names of a chief researcher (applicant) and any other co-researchers (co-applicants)		*Clarify a role of each applicant. *The chief researcher is displayed on the Website. *The detailed roles of each applicant should be written.
Joint Researcher(s)		Role(s)
*The Researchers from the Medical Center for Health Promotion and Sport Science, Wakayama Medical University		*In the case of Joint Research, please fill this in.
Technical Supporter(s)		Role(s)
*The Staff from the Medical Center for Health Promotion and Sport Science, Wakayama Medical University		*In the case of Joint Usage, please fill this in. *Please be aware that the staff joins the project as a technical supporter and he/she can be regarded as a joint-researcher depending on his/her contribution such as a data measurement or analysis.

2) Project Title

*Please consider the title in terms of protection of intellectual property and other rights to avoid any unexpected disadvantage.

*The chief researcher and the paper will be opened on the website.

3) Objectives (Describe in details the point to discover during Joint Usage/Research within 200 words)

*Please clarify its background and aim(s).

4) Necessity of Joint Usage/Research • Contributions and Its Grounds

5) Process and Results of the past studies

6) Research Plan and Method

*Describe the following points in details:

- The experimental subjects and elements for study: choosing the appropriate classified subjects.
- An analysis method and the total research duration: confirming the appropriated method.
allocating enough time for the research
- Appropriate precaution for the protections for human subjects.

*Indicate an alternative way in case of an unexpected process.

7) Facilities/Equipment in the Medical Centre to be used

*Choose and List the facilities and equipment to be used.

- Please refer to the list of facilities and equipment on <http://www.kyoten.wakayama-med.reha.com>

*Indicate how the facilities and equipment chosen contribute the study, for examples,

- What kind of data can be obtained
- How the obtained data enables to achieve the objectives

8) Ethical Issues (Animal Experiment/Ethics Approval from the Ethics Committee)

*The ethics approval from either internal or external Ethics Committee can be accepted. As mentioned above, the study should be completed by the end of March, 2016 and please receive the approval in advance

9) Grants and/or Published Papers in relation to the Joint Usage/Research (list all applicants, if necessary)

*List the published papers in relation with the application (author, year, title and journal title in order)

*In case of multi-authors, please underline the applicants.

[The Chief Applicant]

[Applicant's supervisor/ Head of Department]

I agree that this study is conducted in association with the Medical Centre for Health Promotion and Sport Science, Wakayama Medical University.

I have read this application and agree to the research and, thus, hereby consent to apply as above.

Position_____

Position_____

Printed name_____

Printed name_____

Signature_____

Signature_____

Date: dd / mm / yyyy

Date: dd / mm / yyyy

Appendix.

Cost Itemized Statement (Estimated)

Expenses		Total			yen
1. Consumable Goods	Items	Unit price	Quantity	Price	
	*Stationery and computer are excluded. *Any single item should not exceed over 100,000JPY.	yen		yen	
	Subtotal			yen	
2. Travel expenses	Descriptions	Price			
	*Please indicate travel expenses of the travelers including researcher(s) and experimental subject(s) at the time of application submission.				
	Subtotal			yen	
3. Others	Descriptions	Price			
	*For examples, - the experimental subject - rental fee on facilities and equipment - the delivery of equipment				
	Subtotal			yen	

*The grant is limited for mainly consumable goods and travel expenses.

*The pre-contact is necessary for the usage of grant and the usage is subject to the contents.

*The direct money transfer to each appropriate bank account is only allowed.