

Tsukuba Global Science Week (TGSW) 2017

Session Proposal Guidelines

I TGSW 2017 – Overview

Purposes: As a platform for global collaboration, TGSW promotes the following:

- (1) Networking for global researchers
- (2) ‘Transborder’ dialogue beyond countries, cultures, religions and disciplines
- (3) Solutions to global issues based on world-leading research emerging from Tsukuba

Main Theme: Science for Social Innovations

Date: 25-27 September 2017

Venue: Tsukuba International Congress Center (Ibaraki, Japan)

Language: English

Organizer: University of Tsukuba

With the official support from (1) the Cabinet Office, (2) MEXT, (3) Ministry of Economy, Trade and Industry, (4) Ibaraki Prefectural Government, (5) Tsukuba City (TGSW2016)

II Proposal Submission

3-27 March 2017 (Deadline is Monday, March 27)

*Send your TGSW 2017 Session Proposals (Excel form) to

TGSWsecretariat@un.tsukuba.ac.jp

*The Session Proposal Guidelines and Session Proposal form can be downloaded from the TGSW2017 official website: www.kokuren.tsukuba.ac.jp/TGSW2017/

III Application Policy

(1) Changes from last year

- Participation of young researchers is particularly encouraged.
- Sessions are categorized to give the forum a consistent format. At the same time, a ‘Free Theme’ category is made available to enable entries from wide-ranging fields.

(2) Financial Support

- Overall support budget has increased. However, the amount allotted for each session depends on the category. Considering that it is a university-wide forum, both the Secretariat and sessions are expected to share the expenses. (The Main Session and Student Sessions are exempted from this policy.)
- In case a session fails to be selected in its desired category, it will be considered for another category. If entries do not reach the quota of sessions in a category, the budget will be distributed to other categories.
- In order to encourage the participation of young researchers, an additional 100,000 yen will be provided to the sessions where the session organizer is a young researcher (this applies to Categories 2, 3, 4 and 8 only; refer to Section V.) The term ‘young researcher’ refers to a researcher engaged in research and/or educational work at the University of Tsukuba who is under 35 years of age.
- Venue fee (excluding equipment rental fee), in principle, will be borne by the TGSW Secretariat.

(3) Review Policy

- The Screening Committee, which includes the President of the University of Tsukuba, will decide on the final selection.
- Sessions which are ‘transborder-oriented’ will be given priority (i.e., sessions which involve collaboration among multiple departments/entities, or those which include joint projects with institutions in Tsukuba Science City institutions, or with CiC partner universities). Researchers who are not affiliated with the University of Tsukuba should assign a staff member of the university as session organizer.
- As TGSW is a university-wide event, the balance among the several faculty organizations will be considered in the screening process.

IV Application Timeline

Date	Event
Jan. 23 (Mon)	1 st TGSW2017 Briefing (at the University Central Library, 2 nd floor, 18:15 – 19:30)
Feb. 1 (Wed)	2 nd TGSW2017 Briefing (at the University Central Library, 2 nd floor, 18:15 – 19:30)
Mar. 1 (Wed)	Call for Session Proposals Part 1 Opens
Mar. 27 (Mon)	Call for Session Proposals Part 1 Closes
Apr. 11 (Tue)	Announcement of the Selection
Apr. 18 (Tue)	Call for Session Proposals Part 2 Closes
Late April	Tender for travel agency

V Session Categories

Sessions with an asterisk (*) are open to the extra “young researchers funding.”

	Category	Number of Sessions	Remarks	Financial Support
1	Main Session (including Opening Session)	1	<ul style="list-style-type: none"> Its theme should be in line with the TGSW main theme as well as attractive to a broad audience as much as possible. One of the invited guests will be a keynote speaker at the Opening Session. Invited guests can travel business class. 	Up to ¥ 1,000,000
2	Main Theme Sessions	5*	Sessions which focus on global issues - with sustainable, fair and efficient proposals for their solutions	Up to ¥ 450,000 / per session
3	CiC Joint Sessions	5*	Joint sessions with CiC partner universities (NTU, UBx, UTM, USP, UCI)	Up to ¥ 350,000 / per session
4	Tsukuba Science City Joint Sessions	3*	Joint sessions with research institutions in Tsukuba Science City	Up to ¥ 250,000 / per session
5	Student Sessions	3	<ul style="list-style-type: none"> The session should be co-organized by faculty or administrative staff affiliated with UT. 	Up to ¥ 100,000 / per session

			<ul style="list-style-type: none"> • Only sessions in this category are allowed to be held in Japanese language. 	
6	Poster Presentation A (including invitees from overseas)	1	<ul style="list-style-type: none"> • This category is designed for a poster presentation with overseas invitee(s). • In case the poster presentation is part of a speaking session, you are expected to apply in other categories. 	Up to ¥ 400,000 / per session
7	Poster Presentations B (mainly for UT students)	4	<ul style="list-style-type: none"> • Designated for UT students (including those from collaborative partner graduate schools) • In case the poster presentation is part of a speaking session, you are expected to apply in other categories. 	Up to ¥ 30,000 / per session
8	Free theme Sessions A	5*	Any theme is acceptable.	Up to ¥ 200,000 / per session
9	Free Theme Sessions B	Up to 10		No financial support is provided aside from the venue.

* In principle, the Secretariat and the sessions share the expenses (except for the Main Session and Student Sessions.)

Proposal submissions and inquiries

TGSW Secretariat (UT Office of Global Initiatives)

E-mail: TGSWsecretariat@un.tsukuba.ac.jp