

AY 2027 Call for
Joint Usage/Joint Research Projects (General Type)
Research Institute for Languages and Cultures of Asia and Africa (ILCAA)
Tokyo University of Foreign Studies

The Research Institute for Languages and Cultures of Asia and Africa (hereinafter referred to as ILCAA) (the Joint Usage/Research Center “International Research Center for Languages and Cultures of Asia and Africa”) is calling for proposals for ILCAA Joint Usage/Joint Research Projects, subject to the following conditions. Persons who wish to conduct joint usage/joint research projects must prepare the necessary documents, such as the Application Form for ILCAA Joint Usage/Joint Research Projects and a list of project members, and submit their application.

1. Requirements for Joint Usage/Joint Research Projects

- 1) The projects must concern Asia and/or Africa.
- 2) The area of the research projects must fall under linguistics, cultural anthropology, history, or area studies. The project concerning the following research themes, which the Institute has been predominantly dealing with since AY2022, will be welcomed. However, other themes will not be excluded.
 - [Elucidating Polarization and Symbiosis in Transcultural Contexts: Building a Platform for “Sharing” and “Dialogue” of Humanities Knowledge with People in Asia and Africa.](#)
 - [Description and Documentation of Language Dynamics in Asia and Africa: Toward a More In-depth Understanding of the Languages and Cultures of People Living in Asia and Africa \(DDDLing\)](#)
 - [Anthropological Inquiry of Sociality: Dynamics of Tolerance/Intolerance in Transcultural Contexts](#)
 - [Field Archiving of Memory: Dynamics of Cooperation in Muslim Society](#)
 - Construction of theories related to field sciences
 - Research based on the utilization of digital archives
- 3) If you choose research based on the utilization of digital archives as the theme, please check the box in the application form (Application Form for Joint Usage/Joint Research Project (General Type) (Form 1)).
- 4) Each project must include one or more ILCAA research staff members and clearly indicate the roles of the coordinator (※1), co-coordinator, participating ILCAA research staff members, and joint researchers (※2).

※1 The coordinator role can be assigned only to a research staff member or a joint

researcher at ILCAA.

※2 Joint researchers refer to researchers outside ILCAA who jointly conduct research in accordance with the research plans of ILCAA, and encompass all research members except ILCAA research staff. The number of joint researchers outside ILCAA who can participate in each project is up to 20.

2. Project Duration

Up to 3 years

3. Qualifications, Rights, and Obligations of Joint Researchers and Coordinators

- 1) The following individuals are eligible to apply: faculty members or researchers belonging to public or private universities and research institutions, or individuals with equivalent research capabilities. Those who are not currently affiliated with any institution or who do not hold a formal research position are also eligible. Graduate students can also participate in each project as joint researchers, if necessary, but they cannot serve as coordinators. Applicants with institutional affiliations must obtain prior informal consent from their institution before applying. Graduate students must consult an ILCAA staff member and obtain prior consent from their academic advisor. JSPS fellows must also confirm with their affiliated (host) institution before submitting an application.
- 2) Joint researchers can use resources and equipment owned by the Institute (See 4 of the Implementation Manual).
- 3) Joint researchers must conduct the joint research with the coordinator and contribute to the outcome publication of the joint research project, such as by writing articles, etc.
- 4) Joint researchers lose their qualifications upon the expiration of the project period.
- 5) The project coordinators can apply to hold international workshops related to their joint research projects (approximately 2 applications are accepted per year).
- 6) The coordinators may receive support from ILCAA for making their research outcomes available to the public, such as research outcomes publications and support for the construction of online resources.
- 7) If the project coordinator or co-coordinator takes maternity or childcare leave (hereinafter referred to as “childcare leave, etc.”), the project can be suspended and extended in half-year units, following deliberation by the Advisory Committee for

Research Collaboration (See 8 of the Implementation Manual).

4. Coordinator and Co-coordinator

- 1) There shall be one project, including any ongoing project, for which a single ILCAA research staff member may serve as the coordinator.
- 2) In principle, there shall be two projects, including any ongoing project, for which a single ILCAA research staff member may serve as co-coordinator.
- 3) Each project may have up to two co-coordinators. If the coordinator is a researcher outside ILCAA, one of the co-coordinators shall be an ILCAA research staff member.
- 4) In principle, the coordinator and co-coordinator(s) shall not be replaced after the adoption of the project.
- 5) If the coordinator or co-coordinator(s) must be replaced due to unavoidable circumstances, the internal meeting of ILCAA will decide whether to approve the replacement, following the deliberation by the Advisory Committee for Research Collaboration.

5. Conditions for implementation of Joint Usage/Joint Research Projects

For details, please refer to the annex “Implementation Manual for ILCAA Joint Usage/Joint Research Projects (conducted in Japan).”

6. Number of Projects to be Accepted

Approximately 10 projects

7. Required documents for application

The following documents must be submitted. The applicants must use the forms downloaded from the ILCAA website and submit them in their original format (MS Word or MS Excel).

When submitting, each applicant must change the part 【Name_】 of the file name to the applicant’s name.

«ILCAA Website : https://www.aa.tufs.ac.jp/projects/joint_task/application/»

- a. Application Form for Joint Usage/Joint Research Projects (General Type) (Form 1)
- b. List of Project Members for the Joint Usage/Joint Research Project (Form 2)

※In principle, the addition of joint researchers is not permitted after the adoption.

- c. Application Form for Joint Researchers (please submit forms of all joint researchers)

8. Entry and Submission

The coordinator or a co-coordinator must make an application. All applications shall be made electronically.

- 1) Prior to application, the applicants must fill in the entry form on the ILCAA website.

Entry Deadline : Wednesday, August 19, 2026

- 2) After the entry is completed, an email containing the URL to submit application forms will be automatically sent to the applicant. Please upload all application forms to the specified URL by the following deadline.

Documents Submission Deadline : Friday, August 21, 2026

9. Screening and Result Notification

As the first step, paper screening will be conducted. The applicants (coordinators) who pass the paper screening will be required to give a presentation at the Review Committee for Joint Usage/Joint Research Projects, held on Saturday, October 17, 2026 (the travel expenses for attendance at the Review Committee will be covered within the scope of the TUFs regulations for travel expenses). All screening will be performed by the Advisory Committee for Research Collaboration, at which external committee members make up the majority. The screening results will be announced in November 2026 by the Director of ILCAA.

10. Contact

Joint Research Center Section, Research Promotion Division, General Affairs and Planning Department, Tokyo University of Foreign Studies

Email : ilcaajr@tufs.ac.jp

Tel : 042-330-5603

* The adopted joint research projects will be implemented on the assumption that the AY2027 budget for joint research projects is approved.

(Annex)

Implementation Manual for
ILCAA Joint Usage/Joint Research Projects (conducted in Japan)

1. Holding Workshops

- 1) Please submit an annual plan to ILCAA at the beginning of each academic year.
- 2) When holding an in-person workshop, an ILCAA staff member shall make an event application and a room reservation no later than a month before the date of workshop to facilitate the travel expense reimbursement process. For online-only workshops, the application must be made at least two weeks in advance.
- 3) Workshops may be held at ILCAA, TUFS Hongo Satellite, or other locations, or online. However, when a meeting is held outside ILCAA, at least one ILCAA research staff member shall participate in the workshop.
- 4) You can utilize the meeting rooms equipped for hybrid (in-person and online) meetings at ILCAA.
- 5) Please ensure to inform the Joint Research Center Section of the attendance status of all members, whether being present or absent.
- 6) If the project is suspended in accordance with (Suspension, Extension, and Cancellation of Projects) of this manual, no workshops may be held during the suspension.

2. Expenses for holding workshops

- 1) The joint research project budget is usable only for domestic travel expenses, the venue fee for holding a workshop at a venue other than ILCAA or TUFS Hongo Satellite, and/or honoraria for research collaborators who will participate in the workshop as presenters, discussants, or guest speakers.
- 2) ILCAA will cover domestic travel expenses (see the next heading) within the budget. The total budget amount for domestic travel expenses, venue fees, and honoraria for research collaborators is, in principle, up to 550,000 yen for projects with more than 15 members, up to 450,000 yen for those with 10 – 15 members, and 300,000 yen for those with 9 and fewer members (the above numbers are the total of joint researchers and ILCAA research staff members). However, if the ILCAA budget has a surplus, it is possible to approve budget allocation requests through a supplementary budget starting in the Fall.
- 3) Travel expenses for joint researchers and research collaborators will be covered

within the TUFs regulations for travel expenses (Packages including accommodation fees can be used). If joint researchers are not residents of Japan, the travel expenses from the place of entry (in principle, the nearest airport to the workshop venue) to the workshop venue, and daily allowances and accommodation fees shall follow the same standards as those for domestic joint researchers.

- 4) The venue fee will be covered when organizing a workshop at a venue other than ILCAA or TUFs Hongo Satellite. Please inform the Joint Research Center Section in advance whether a venue fee will be incurred.
- 5) If the suspension and extension of the research have been accepted (please see 8 “Suspension, Extension, and Cancellation of Projects”), the expenses will be calculated in a half-year unit and provided following the period of extension.
- 6) If there is a half-year suspension or a half-year extended period, the budget for holding workshops will be up to half the amount of the budget provided by 2).
- 7) The total budget for holding workshops shall remain as originally determined, even if there is a suspension or extension during the research period.
- 8) Expense accounting is handled by ILCAA (Joint Research Center Section, Research Promotion Division).

3. Research Collaborators

If particularly necessary for a specific workshop, you may invite research collaborators who are not joint researchers to participate in the meeting as presenters, discussants, guest speakers, etc., with prior approval from ILCAA. Travel expenses and honoraria for research collaborators may be covered within the project budget. Although it is at the discretion of the coordinator, please make decisions with due regard to the budgetary limit. Both the honorarium and travel expenses for the same payee will be processed under the same budget item.

4. Joint Researchers

- 1) The joint researchers may use libraries and other facilities. They can use the equipment of the Information Resources Center (IRC), such as multifunction printers, large-format scanners, and large-format printers. Please contact an ILCAA research staff member to arrange access.
- 2) The term of service of joint researchers is the same as the project period of their joint research project. If the implementation period of the project is extended due to childcare leave, etc., of the coordinator or co-coordinator, the term of service of joint researchers will be extended following the extended project period. In addition, their

term of service continues during the interruption of the project due to childcare leave, etc.

5. Publication of Research Outcomes

- 1) The outcomes of joint research projects must be made open to the public in principle.
- 2) Upon publication, please clearly mention that they are outcomes of an ILCAA Joint Usage/Joint Research Project and donate the published works and their related materials to ILCAA.
- 3) After holding a workshop, please submit a meeting report for each workshop. The meeting reports will be published on the ILCAA website.

6. Research Outcomes Dissemination Support

ILCAA supports disseminating research outcomes as follows:

- 1) The outcomes may be published as an ILCAA project publication or *The Journal of Asian and African Studies Supplement* (a peer-reviewed journal).
- 2) If you plan to develop online research resources, such as digital archives, you can receive construction support from the IRC project.
※Both cases require some formalities, such as requests and/or applications. Please contact an ILCAA research staff member for further information.

7. Report and Evaluation

- 1) Please submit the annual report for joint usage/joint research projects to ILCAA after the end of each academic year (the report shall be submitted by around May of the next academic year).
- 2) For the final year, the report for the entire research duration must be submitted by the end of April of the next academic year.
- 3) Annual reports and the final-year report will be reviewed by the ILCAA Advisory Committee for Research Collaboration. If they have not been submitted by the deadline above, the project evaluation will be conducted without these reports. In addition, please note that the project period may be shortened as a result of review.
- 4) After the end of each academic year, please submit a list of research achievements on the joint usage/joint research project. Please use the ARS (Academic Reporting System) of the Institute to automatically collect research achievements recorded on the researchmap, or upload the achievements entered in the specified Excel sheet on the system.

8. Suspension, Extension, and Cancellation of Projects

If the project coordinator or co-coordinator takes maternity, childcare, or caregiving leave (hereinafter referred to as “childcare leave, etc.”), the project can be suspended, covering the period of childcare leave, etc., in half-year units starting from April 1 or October 1, following deliberation by the Advisory Committee for Research Collaboration. If the suspension of the research project is approved, the research period can be extended in accordance with the period of suspension. If the coordinator or co-coordinator takes childcare leave, etc., and requests to suspend or resume the project, please contact ILCAA.

Should circumstances arise that make the joint research project difficult to continue, the project may be canceled upon the request of the coordinator or ILCAA, following mutual discussion.

9. Others

If you have any questions about the implementation of joint usage/joint research projects not covered in this manual, please contact ILCAA.