

2026 Osaka-Melbourne Joint Research Workshop Application Form Preview

Part A: Administrative Details

* indicates a required field

A1. Eligibility Checklist

**University of Melbourne
Principal Investigator: ***

- I am an academic staff member and will hold an appointment at Level A6 or higher and at 0.5 FTE or higher for the duration of the award.
- I am an honorary employee whose primary academic affiliation is the University of Melbourne (UoM) and my employer has entered into an agreement with the University for the support of the Australian component of the collaborative activity.*
- I am an honorary employee whose primary academic affiliation is the University of Melbourne and I am participating at my own expense.*
 - Please complete the Honorary Declaration Form available on the scheme website.

**University of Osaka
Principal Investigator: ***

- I am an academic staff member (including specially-appointed or project faculty members) of the University of Osaka (UOsaka) at the time of application and for the duration of the award.
- I am a jointly-appointed employee whose primary academic affiliation is the University of Osaka, and my other employer(s) acknowledge and approve the activities under the Osaka-Melbourne Joint Research Workshops Fund.

A2. Project Summary

Workshop Title *

Start Date *

Must be a date.
Projects should be planned to start from August 2027.

End Date *

Must be a date.
Projects should be completed by 31 March 2027.

Hosting university *

Sending university *

A3. Principal Investigator - University of Melbourne

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Please note: Some of the information in this section is collected in the interests of improving the equity of internal funding schemes.

Applicant *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Unimelb staff are required to enter the HR system/legal first name and last name (not preferred name).

Applicant Role

e.g. Lead UoM Chief Investigator

Applicant Primary Email *

Please enter your primary Unimelb email address. You can check your primary email here - <https://sso.unimelb.edu.au/enduser/settings>

Applicant Contact Number

This question is optional. Your phone number will only be used if we need to contact you urgently at the time of submission.

Faculty / Department *

Does this application include UoM researchers from more than one faculty? *

Career stage *

Gender identification *

Please complete if you wish. This field is optional.

Do you identify as Aboriginal and/or Torres Strait Islander? *

A4. Principal Investigator - University of Osaka

Applicant *

Title	First Name	Last Name
<input type="text"/>	<input type="text"/>	<input type="text"/>

Applicant Position *

e.g. Lecturer, Biomedical Sciences

Applicant Primary Email *

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Must be an email address.

Role

Faculty/Research Centre or Institute/Hospital *

Organisation

Career stage *

Gender identification *

A5 (a) Collaboration

Do you have a history of previous collaboration? Please note that this is not a requirement for applying to the Fund, and that applications from researchers who have not worked together before are strongly encouraged. *

Have you previously received funding from this scheme? *

Previous grantees are NOT eligible to reapply.

A5 (b) Prior collaboration details

Web links to additional information may be included. However, please note that assessors may choose not to consider information contained outside of the application form.

Please provide details of the participants' prior collaboration.

Word count:

Must be no more than 200 words.

University of Melbourne Team Members

Please identify any UoM participants to be listed on the grant other than the Lead UoM Chief Investigator identified on the previous page. Do NOT include the names of expected attendees.

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Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Unimelb staff are required to enter the HR system/legal first name and last name (not preferred name). For students: Please add (STU) after their last name, separated by a space. For example: John Smith (STU)

Email (@unimelb)

For Unimelb staff: Please enter your primary Unimelb email address. For students: Please enter the student's email address. You can check your primary email here - <https://sso.unimelb.edu.au/enduser/settings>

Faculty/Department

Role

Please select 'Co-Investigator'.

University of Osaka Team Members

Please identify any UOsaka participants to be listed on the grant other than the Lead UOsaka Chief Investigator identified on the previous page. Do NOT include the names of expected attendees.

This table can also be used to add any team members from additional organisations. If selecting 'Other', please complete the Organisation Name field when prompted.

Name

Title First Name Last Name

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Email

Must be an email address.

Role

Please select 'Co-Investigator'.

Institution

Please select 'Osaka University 191183' for UOsaka team members or 'Other' for additional members.

Organisation Name *

Organisation Name

Part B: Workshop Details

* indicates a required field

B1. Outline the academic rationale for the Workshop, the contribution of each participant, and how the Workshop will assist in establishing new and emerging research collaborations *

Word count:
Must be no more than 500 words.

B2. Please provide an overview of the workshop participants and their research complementarity and, if applicable, the anticipated benefits of involving Early Career Researchers and graduate researchers *

Word count:
Must be no more than 500 words.

B3. What desired outcomes do the planned activities set out to achieve? What are the anticipated benefits of the Workshop or its desired outcomes for local or international communities? *

Word count:
Must be no more than 500 words.

B4. Please provide a summary of the anticipated outcomes of the Workshop, including how it may lead to future collaborations and funding opportunities *

Word count:
Must be no more than 500 words.

Equity, Diversity and Inclusion

Please indicate how your proposed projects reflects the scheme's commitment to Equity, Diversity and Inclusion. Please do not include any demographic information that could be used to identify team members. *

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Word count:

Must be no more than 250 words.

Part C: Research Compliance Codes

* indicates a required field

Research Project Activity Type

Please select the Research Activity Type(s) that best relate to the proposed Workshop and its aims.

Pure basic research is experimental and theoretical work undertaken to acquire new knowledge without looking for long term benefits other than the advancement of knowledge.

Strategic basic research is experimental and theoretical work undertaken to acquire new knowledge directed into specified broad areas in the expectation of useful discoveries. It provides the broad base of knowledge necessary for the solution of recognised practical problems.

Applied research is original work undertaken primarily to acquire new knowledge with a specific application in view. It is undertaken either to determine possible uses for the findings of basic research or to determine new ways of achieving some specific and predetermined objectives.

Experimental research is developmental work, drawing on knowledge gained from research and practical experience and producing additional knowledge, which is directed to producing new products or processes or to improving existing products or processes.

Activity Type *

- Pure Basic Research
- Strategic Basic Research
- Applied Research
- Experimental Research

Fields of Research Codes (FoR)

Please select **up to five** FoR codes that best describe the area(s) of research relevant to the proposed project. Use the 'Add More' button to add a row for each code. Please include a percentage for each code (**totalling 100% for all codes**). For example:

- 3001 - Agricultural biotechnology - 51%
- 3002 - Agricultural, land and farm management - 49%

FoR Code

Select a Code *

FoR Code %

Percentage *

Must be a number and between 1 and 100.

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Total FoR Percentage

This number/amount is calculated.

Socio-Economic Objective Codes (SEO)

Please select **up to five** SEO codes that best describe the objective(s) of research relevant to the proposed research project. Use the 'Add More' button to add a row for each code. Please include a percentage for each code (**totalling 100% for all codes**).

SEO Code

Select a Code *

SEO Code %

Percentage *

Must be a number and between 1 and 100.

Total SEO Percentage

Total SEO Percentage

This number/amount is calculated.

Part D: Proposed Budget

University of Melbourne budget

Please do not alter the 'Budget Category' column.

- Leave line blank if you are not requesting items in a particular category.
- List individual budget items for each category in the central column, with their individual costs.
- Enter the overall cost for that category in the third column.

The program intends to fund travel costs for the PIs and other UoM or UOsaka researchers named in the proposal, including graduate researchers. This includes flights, accommodation, daily allowance, and other costs associated with organising workshops and meetings.

This program **does not** intend to fund research costs (e.g. consumables), existing staff time (team members) or directly incurred staff (e.g. Research Assistants), replacement research and/or teaching costs, scholarships, tuition fees and honoraria, or conference attendance.

Budget Category	Itemised Budget	Category Total (AUD)
Travel		
Other		

University of Melbourne Budget Total

Total Amount Requested (AU\$)

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This number/amount is calculated.

University of Osaka Budget

Please do not alter the 'Budget Category' column.

- Leave line blank if you are not requesting items in a particular category.
- List individual budget items for each category in the central column, with their individual costs.
- Enter the overall cost for that category in the third column.

The program intends to fund travel costs for the PIs and other UoM or UOsaka researchers named in the proposal, including graduate researchers. This includes flights, accommodation, daily allowance, and other costs associated with organising workshops and meetings.

This program **does not** intend to fund research costs (e.g. consumables), existing staff time (team members) or directly incurred staff (e.g. Research Assistants), replacement research and/or teaching costs, scholarships, tuition fees and honoraria, or conference attendance.

Budget category	Itemised budget	Category total (JPY)
Travel		
Other		
		Must be a number.

University of Osaka Budget Total

Total Amount Requested (JPY)

This number/amount is calculated.

Part E: Principal Investigator CVs

* indicates a required field

University of Melbourne Principal Investigator

Web links to additional information may be included. However, please note that assessors may choose not to consider information contained outside of the application form.

Short CV & Selected Publications *

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University of Osaka Principal Investigator

Web links to additional information may be included. However, please note that assessors may choose not to consider information contained outside of the application form.

Short CV and Selected Publications *

Part F. Application Endorsements

* indicates a required field

University of Melbourne - Authority to Submit

Please attach the Authority to Submit form signed by the Head of Department/School.

Attach a file:

Please use the Authority to Submit form available on the scheme website

University of Melbourne - Honorary Declaration Form

If applicable, please attach the Honorary Declaration Form signed by the Head of Department/School.

Attach a file:

Please use the Honorary Declaration Form available on the scheme website

University of Osaka - Letter of Endorsement

Please attach the Letter of Endorsement signed by the Dean of Faculty, Director of Research Institute/Research Centre, or Chairman of the University Hospital. *

Attach a file:

Please use the Letter of Endorsement template available on the scheme website

Export Controls and Privacy Notice

* indicates a required field

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University of Melbourne Applicants

If your work involves certain technologies, services or controlled goods, export controls legislation may impact you. By Australian law, the export, supply, or transfer of controlled goods, technologies, or services may require a permit issued by the Australian Government in advance of the activity taking place. This may have implications for your everyday research practices and the way you work with international colleagues, collaborators or suppliers. Please refer to the Research Gateway for further details: <https://gateway.research.unimelb.edu.au/funding-contracts-and-ethics/ethics-and-integrity/international-safeguards/export-controls>

Has your proposed project been assessed by OREI for compliance with Australian Government Export Controls legislation? *

- Yes
- No

Privacy Notice

The information in this form is being collected by Research, Innovation and Commercialisation on behalf of Chancellery (Research), the University of Melbourne. The information you provide is being collected in order to record administrative details of the applicant, and for assessment by selection committees from The University of Melbourne and The University of Osaka. The information will be used by authorised staff for the purpose for which it was collected, and will be protected against unauthorised access and use. The names of successful applicants and a summary of their projects may be published. If you do not provide all of the information requested on this form, your application may be deemed ineligible and removed from consideration by the committees.

Research, Innovation and Commercialisation is collecting the information in this form to record administrative details of the applicant, and for assessment of the grant proposal by the relevant selection committees and personnel involved in the delivery of this funding program.

For further information about how the University manages personal information, and for details of how to make an enquiry, lodge a complaint, or to contact the University's Privacy and Data Protection Officer, please refer to our [Privacy webpage](#), view the [University's Privacy Policy](#) or contact privacy-officer@unimelb.edu.au.

Last updated 28/02/22.

Admin Use Only

- Yes
- No

Admin Use Only - Cayuse Fields

Please do not complete this section.

Cost Centre

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Award Number

Project Number

Attachment uploaded

- Yes
- No

This project involves a clinical trial?

- Yes
- No

Approved to be included in the UoM successful applications library?

- Yes
- No

This research involves

Is there any aspect of this project or its associated agreement that is or needs to be treated as confidential?

- Yes
- No

If a student is working on the project, will the result of the project form part of their Thesis or Student Project?

- Yes
- No

Currency

Will this project require the procurement of new equipment valued over \$200K AUD?

- Yes
- No

As per the Procurement Policy (MPF1087)

Total Project Cost

This number/amount is calculated.
What is the total budgeted cost (dollars) of your project?

Is there any UOM in-kind contribution captured in this award/agreement?

- Yes
- No

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Have you identified any actual, potential, or perceived conflicts of interest in undertaking this project in accordance with Managing Conflicts of Interest Policy (MPF1366)?

- Yes, a management plan is in place
- Yes, a management plan is not in place
- No

Respond on behalf of all members of the research team.

Provide the reference number of the Conflict of interest management plan (if applicable)