

# KU-UR Strategic Partnership Agreement

## Application and Review Schedule

### 1) First Call(Support period: April 1 – September 30, 2026)

**KU → UR**      \* In the case of dispatch from KU to UR, screening is conducted by KU before UR's application.

November 10th	During November	Second week of December	January 1st	Mid January	Dispatch (Up to 2 weeks)	After
KU Applicants Application to KU Internal Document Review	@KU Internal Document Review	@KU Discussion and Approval at KU Meeting	KU Applicant (with KU approval) Application to UR	@UR Approval from UR	KU: Actual airfare (economy class)Domestic transportation and insurance fees in accordance with university regulations UR: Accommodation support €180 x 14 days	KU applicants Submit report to KU and UR after returning to Japan

**UR → KU**      \* In the case of acceptance from UR to KU, screening is conducted by KU after approval by UR.

January 1st,	Around January 15th,	Within January	Second week of February	Acceptance (Up to 2 weeks)	After
UR Applicants Application to UR	UR Applicant (with UR approval) Apply to KU after UR approval	@KU Internal Document Review	@KU Discussion and Approval at KU Meeting	KU: Accommodation fees and daily allowances for 14 days based on university regulations UR: Airfare support up to €1,000	UR applicants Submit reports to KU and UR after returning to Germany

### 2) Second Call(Support period: October 1, 2026 – March 31, 2027)

**KU → UR**      \* In the case of dispatch, screening is conducted at KU before applying to UR.

April 10th	Within April	Second week of May	June 1 <sup>st</sup>	Around June 15 <sup>th</sup>	Dispatch (Up to 2 weeks)	After
KU Applicants Application to KU Internal Document Review	@KU Internal Document Review	@KU Discussion and Approval at KU Meeting	KU Applicant (with KU approval) Application to UR	@UR Approval from UR	KU: Airfare (economy class)Domestic transportation and insurance fees in accordance with university regulations UR: Accommodation support €180 x 14 days	KU applicants Submit report to KU and UR after returning to Japan

**UR → KU**      \* In the case of acceptance, screening is conducted at KU after approval by UR.

June 1st	Around June 15th	Within June	Second week of July	Acceptance (Up to 2 weeks)	After
UR Applicants Application to UR	UR Applicant (with UR approval) Apply to KU after UR approval	@KU Internal Document Review	@KU Discussion and Approval at KU Meeting	KU: Accommodation fees and daily allowances for 14 days based on university regulations UR: Airfare support up to €1,000	UR applicants Submit reports to KU and UR after returning to Germany

**Call for Applications**  
***KU Strategic Partnership Seed Fund FY2026***

**1. Objective of the Seed Fund and eligible formats**

Kanazawa University has established a fund in order to support the initiation and implementation of cooperation formats within the framework of strategic partnership.

The provision of funding is intended to enable the members of Kanazawa University (KU) and Universität Regensburg (UR) to identify complementary strengths and potential synergies and to jointly develop, prepare, and implement projects in research, education, outreach/transfer, and campus culture.

In the interest of a continued development of the partnership, activities that are characterized by the following criteria are particularly worthy of funding:

- sustainability and intensification of cooperation with UR ('catalyst effect')
- KU's profile development with a view to "Kokorozashi" (Aspirations)
- interdisciplinary connectivity
- diversity of the addressed university fields of action and actors

Note: For the time being, the support provided by this Seed Fund will be limited to activities in the field of "Research."

Possible formats are, e.g. in the areas of

<u>Research</u>	Research mobility, visits in preparation for research collaborations; organization of / participation in workshops/conferences; Science outreach projects
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**2. Forms of support**

The Seed Fund can provide support for

- a) *Incoming mobility*: Guests from UR will receive support from KU to cover accommodation expenses and a daily allowance for up to 14 days in accordance with KU's travel expense regulations. Within the available budget, support is intended for one participant from UR per call.
- b) *Outgoing mobility*: Members of KU will receive support to cover round-trip travel expenses from the participant's departure location to UR (in economy class or equivalent 2nd class) , as well as domestic transportation in Japan and insurance fees in accordance with KU's university regulations. Within the available budget, support is intended for one participant from KU per call.

Applicants are individually responsible for requesting an approval for a business trip and for obtaining relevant insurance coverage.

Support under this Fund applies only to the travel period related to the relevant assignment.

For clarity, the eligible support periods for each call are as follows:

*First call (UR application deadline: January 1, 2026)*: mobility activities (both outgoing and incoming) must take place between April 1 and September 30, 2026.

*Second call (UR application deadline: June 1, 2026)*: mobility activities (both outgoing and incoming) must take place between October 1, 2026 and March 31, 2027.

※In the event that the budget allocated for the First Call is fully utilized, the Second Call may not be conducted.

### 3. Conditions for applications

- a) Applications can be submitted by all members of KU / UR, but the participants from KU must be full-time faculty members, and the participants from UR must be faculty members of UR. A corresponding confirmation must be attached to the application.
- b) The Seed Fund is intended to support activities for which no other internal or external university funds are available.
- c) Supported activities should have a clearly defined focus and correspond to the objectives listed under 1, which must be specified in the application. Particularly in view of the intended 'catalytic effect' of the funded projects, it should be noted that the resources from the fund are primarily to be understood as seed funding. Long-term project financing is not possible due to limited resources.
- d) The funded activities can take place in Kanazawa as well as in Regensburg.
- e) Activities previously funded by this Seed Fund will not be prioritized in the current call for applications.

### 4. Application procedure

- a) For applications from KU to UR:

The applicants who wish to apply for UR's summer semester must submit their application to KU by November 10, 2025, and those applying for the winter semester must do so by April 10, 2026. Applicants must undergo a preliminary screening conducted by KU. Only those who pass this screening will be eligible to formally apply to UR.

For applications from UR to KU:

The applicants must submit their application by the deadline set by UR, and will subsequently undergo a screening process at KU.

- b) The selection process within KU is decided by the International Affairs Planning Committee. The applicants will subsequently be informed of the decision.
- c) After the completion of the funded project / mobility, the applicants submit a project report to the Vice President for International Affairs via the International Relations Department, which contains the following information:
  - Description of the funded activities, in particular with regard to the realization of the objectives addressed under point 1 (at least one A4 page)
  - Proof of travel expenses (outgoing mobility only)

The report will also be presented at a meeting of the International Affairs Planning Committee, Kanazawa University.

- d) The applicant will be reimbursed for travel expenses (outgoing mobility only) initially incurred by the applicant after submitting the project report. The accommodation expenses and a daily allowance (incoming mobility only) are, in principle, paid during the stay at KU. However, if the travel itinerary is not finalized in advance or if changes are expected, the payment may be made after the stay.

For complementary funding (reimbursement of travel cost for guests coming from UR to KU / costs of accommodation etc. for KU-members traveling to UR), please check – in advance and in coordination with your UR colleague – the availability and conditions of funding at the respective UR (see Appendix 1a).

Please be advised that the requirements, scope and administrative process of support from KU may differ from that of KU (see Appendix 1b).

#### **5. Limitation of Funds**

The *KU Strategic Partnership Seed Fund* was set up without a time limit, albeit the financial resources made available for this purpose are limited (see in particular point 3c).

International Affairs Planning Committee , Kanazawa University

October 10, 2025

## **CfA UR Strategic Partnership Seed Fund - Appendix**

KU and UR have pledged to support activities within the framework of these cooperation agreements. Nevertheless, availability and conditions of funding at UR may differ and change.

For this reason, please check the latest requirements, scope, and administrative process of support at UR in advance and in coordination with your UR colleague.

### **Appendix 1a) -**

#### **SP funding programs - contact persons at UR and KU**

<b>Kanazawa University (KU)</b>	Mr. Hideki Yamamoto Administrative Director, International Planning Division International Relations Department <a href="mailto:g-planning@adm.kanazawa-u.ac.jp">g-planning@adm.kanazawa-u.ac.jp</a>
<b>University of Regensburg (UR)</b>	Mr. Dr. Andreas Friedel Staff Unit Internationalization, Presidential Dept. <a href="mailto:Stabsstelle.Internationalisierung@uni-regensburg.de">Stabsstelle.Internationalisierung@uni-regensburg.de</a>

**Application**  
**KU Strategic Partnership Seed Fund**

Applications can be submitted by members of KU (for outgoing mobility) and by members of UR (for incoming mobility).

**a) For applications from KU to UR (outgoing mobility and other costs):**

Applicants wishing to participate in mobility activities under the First Call (UR application deadline: January 1, 2026) must submit their application to KU by November 10, 2025, while those applying under the Second Call (UR application deadline: June 1, 2026) must do so by April 10, 2026.

All applicants will undergo an initial screening conducted by KU. Only those who pass this screening will be eligible to submit a formal application to UR.

**b) For applications from UR to KU (incoming mobility):**

Applicants must submit their application by the deadline set by UR, after which they will undergo a screening process at KU.

All applications must be submitted through KU's International Relations Department.

*Please check the Call for Applications for detailed objectives, requirements, and limitations.*

**Applicant:** (Name, function) \_\_\_\_\_

(e-mail address) \_\_\_\_\_

☐ from KU

☐ from UR

**Name, function, and e-mail address of cooperation partner at KU / UR:**

\_\_\_\_\_  
\_\_\_\_\_

☐ A confirmation of this cooperation is attached to the application.

**Funding applied for**

☐ incoming mobility from UR to KU (support provided in accordance with Kanazawa University regulations to cover accommodation expenses and a daily allowance)

☐ outgoing mobility from KU to UR (support includes round-trip travel expenses, including domestic transportation in Japan, and insurance, from the participant's departure location to UR, in economy class or equivalent 2nd class)

**Intended date of the activity:** \_\_\_\_\_

**Project title:** \_\_\_\_\_

☐ **Description of the project / the planned activities** to be funded is attached to this application (ca. 5,000 characters).

Please describe inter alia the focus and format of the project / the planned activities, and refer in particular to the objectives of the Fund and to the conditions for applications outlined in the Call for Applications (sections 1 and 3)

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_