



RCIES Hayama Academic Meeting Grant Information and Application

The Research Center for Integrative Evolutionary Science (RCIES) supports the development of the next generation researchers-including undergraduate and graduate students, postdoctoral fellows, early-career faculty, and those seeking to establish new research fields-across a wide range of disciplines related to integrative evolutionary science. The center provides financial support for academic meetings, with a maximum grant of 500,000 JPY. Eligible meetings are not limited to topics in evolutionary biology or those directly linking science and society, but also include meetings with themes in mathematics, statistics, information science, and the humanities. We particularly welcome applications for academic meetings that include lectures, hands-on seminars, or panel discussions aimed at undergraduate students.

Eligibility requirements (both must be met):

1. Academic meetings that aim to foster the development and academic exchange of early-career researchers, including undergraduate students.
2. The meeting should include an introduction to RCIES as well as presentations of research conducted by RCIES members, thereby contributing to increased recognition of RCIES.

RCIES Hayama Academic Meeting Application Form

To: Director, Research Center for Integrative Evolutionary Science

I would like to apply for the RCIES academic conference grant as follows:

1. Date of application	
2. Principal applicant	Name :
	Affiliation :
	Lab :
	Contact Address
	Email:
	TEL:
3. Title of the meeting	* This meeting will be co-hosted with RCIES.
4. Languages	
5. Summary of the meeting	



	<p>*Please note that the summary will be published on the RCIES website and in annual reports.</p>
6. Meeting program	<p>* You may attach a separate file with detailed information, such as a web page, if available.</p>
7. Liaison Faculty in RCIES	<p>* Please contact at least one faculty closely related to this meeting from the list at https://rcies.soken.ac.jp/scientists.html. Required for budget execution.</p>
8. Preferred Dates for the Meeting (YYYY/MM/DD ~ YYYY/MM/DD)	<p>(1) (2) (3) * You may list additional candidate dates if necessary.</p>
9. Preferred Venue	<p>Common Building 1F, Seminar Room 101/102 (Capacity: 20 people; no ceiling projector & screen) Common Building 1F, Seminar Room 103/104 (Capacity: 48 people) Auditorium (Capacity: 175 people)</p>
10. Equipment to Borrow	<p>Poster boards (A0 portrait, up to 15 double-sided/30 posters) Projector Microphone system for hybrid meetings * Please use your own Zoom or other online meeting accounts. Portable projector and screen Wireless network (No application needed for using eduroam)</p>
11. Requested Amount	<p>JPY * If you intend to use on-campus accommodation at Hayama, please include accommodation costs.</p>



12. Summary of Budget Usage	
	* Refer to the "About the Academic Meeting Grant" section at the end and describe the main uses of the budget.
13. Expected Number of Participants	persons (undergraduate students: , graduate students: , international participants:)
14. Number of Participants Requesting On-Campus Accommodation at Hayama	persons
15. Website, SNS, etc.	
* Optional. If you wish to have information disseminated via the RCIES website, please indicate here.	
16. Explanation and specific measures for meeting the eligibility requirements	
17. Other (any comments)	

Application Instructions

- ※ Please send your application documents as email attachments to hayamajimu@ml.soken.ac.jp.
- ※ Applications are accepted year-round, but please apply well in advance of your intended meeting date.
- ※ Notification of acceptance or rejection will be sent by email within approximately two months of application.
- ※ Preference will be given to meetings led by students or early-career researchers (especially those with significant undergraduate participation).
- ※ In accordance with national guidelines, a preliminary review will be conducted from the perspective of research security upon approval of the grant application.

Regarding the use of Academic Meeting Grant

- ※ Grants must be managed through the RCIES faculty member in charge, following the rules of the Graduate University for Advanced Studies.
- ※ Please note the following regarding grant usage:
Travel expenses should, in principle, be limited to public transportation; taxis and private



vehicles are not eligible.

Food and beverage expenses are not eligible.

Honoraria should refer to the university's standard rates.

(See: <https://kitei.soken.ac.jp/doc/gakugai/print/109.html>)

- ※ Please coordinate the execution of the grant in collaboration with the Liaison Faculty. However, we ask that the administrative procedures related to the organization of the academic meeting, accommodation arrangements, and preparations for lunch and the reception be handled by the meeting organizers.

Reporting on the Academic Meeting

- ※ After the meeting, a report (including both outcomes and financial report) must be submitted.
- ※ The report may be published on the SOKENDAI and RCIES websites, SNS, and annual reports.

Use of On-Campus Accommodation

- ※ Accommodation fees: 1,000 JPY per night (students), 2,100 JPY per night (non-students).
- ※ On-campus accommodation can host up to 24 people (rooms for 2–6 people); availability may be limited. If full, please arrange accommodation at nearby facilities.

Nearby Accommodation

Shonan Village Center: <https://www.shonan-village.co.jp/eng/accommodation/>

Shonan Relief: <https://shonan-relief.jp/>

Shonan OVA: <https://shonan-ova.jp/>

Access to the Venue: <https://rcies.soken.ac.jp/access.html>

Photos of Seminar Rooms



Common Building 1F, Seminar Room 101/102
(projector and screen are not implemented)



Common Building 2F, Auditorium



Common Building 1F, Seminar Room 103/104