

**The Digital Archive Research Center for Japanese Cultural Resources,
Art Research Center, Ritsumeikan University
Guidelines for FY 2016 Joint Research to Utilize Research Resources**

The Art Research Center (ARC), Ritsumeikan University, has been vigorously promoting cooperative research between the humanities and cutting-edge information technology, whose research focuses on digital-archiving Japanese cultural properties, both tangible and intangible. In the fiscal year of 2014, the Ministry of Education, Culture, Sports, Science and Technology, Japan, designated the ARC as a Joint Usage/Research Center. With the establishment of the Digital Archive Research Center for Japanese Cultural Resources, we are pleased to invite researchers to submit joint research proposals to facilitate research and/or utilization of Japanese cultural resources through their digital archiving and database building.

I. Eligibility

In principle, the research leader of the joint research team should be a faculty member/researcher/curator who belongs to a university or a research institution, including museums, libraries and local governments.
Note: a graduate student cannot be a leader.

II. The joint research team as an organization

1. A research team consists of its research leader and co-researchers.
2. While it is recommended that the team include a faculty member of the Art Research Center* as its team member, you can apply without an ARC member, as well. If that is the case, we may assign a member to join the team as its coordinator.
*In this case, the ARC faculty does not include senior researchers, postdoctoral fellows, researchers, and visiting researchers.

III. Research period

The date when your research proposal is accepted to the end of the fiscal year

- If you hope to continue your research in FY2017, please resubmit your research proposal when we invite to submit research proposals for the next fiscal year.

IV. Research funds

The ARC does not provide any research funds. Accepted projects can use the ARC's facilities and research resources.

V. How to submit a proposal, i.e., "Application Form for Joint Research to Utilize Research Resources"

Please submit the Form as an e-mail attachment. We will send you a confirmation mail by the next business day. If you did not receive the mail by then, please contact the office of Art Research Center in the following address.

1. Application Form: "Digital Archive Research Center for Japanese Cultural Resources,
Art Research Center, Ritsumeikan University
FY2016 Application Form for Joint Research to Utilize Research Resources"

*Please download the form from the ARC's homepage.

2. Submit to: The Digital Archive Research Center for Japanese Cultural Resources
Office of the Art Research Center

Research Office at Kinugasa Campus
Ritsumeikan University
E-mail: r-darc@st.ritsumei.ac.jp

VI. Selection process and notification

The Art Research Center will evaluate the research proposals and send out the results by e-mail within two business weeks.

VII. Research outcomes

1. As research outcomes, we expect improvement and dissemination of databases. We also expect the team members to publish and/or present their research outcomes on websites and at conferences, etc.
2. After the end of this fiscal year, the research team is expected to submit its research outcomes as a report, which the ARC will include in its bulletin *Art Research*.
3. Copyrights related to the research outcomes belong to their authors/creators/database builders.
4. Research outcomes should be shared with researchers in other universities and research institutions, unless there are special circumstances.

VIII. Notes

1. The research leader and co-researchers can use the ARC's facilities and research resources by following the ARC's rules.
2. The research leader and co-researchers are eligible for applying for a visiting researcher of the Kinugasa Research Organization, Ritsumeikan University--the umbrella organization to which the ARC belongs.
3. Before submitting a research proposal, in principle, the research leader needs to secure agreements not only from his or her research organization for applying for the Joint Research but also from the team's co-researchers for their participations.
4. When you use the ARC's databases and cloud storage, please comply with the "Rules on Database and Cloud Storage Usage," set out by the Art Research Center.

IX. Contact us:

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