

Guidelines for Indirect Cost of Competitive Grants

April 27, 2017

Approved by the President and CEO

(Purpose)

Article 1 This is to implement the basic policy for Indirect Cost of Competitive Grants at OIST (hereinafter refers to as “Indirect Cost”) based on the Guidelines of Indirect Cost of Competitive Grants (the Ministries Agreement on Competitive Grants) on May 29, 2014.

(Use of Indirect Cost)

Article 2 Indirect Costs shall be used for improving the University’s research activities and environments as follows;

- 2-1) (1) Communication fee, utilities, consumables and travel costs
- (2) Costs for Research assistant (RA) and teaching assistant (TA)
- (3) Other necessary costs for research support

2-2) Indirect Cost can be used for other than the uses mentioned above, such as costs to improve competitive grant holders’ research environments and the University’s administrative functions, when the President and CEO approves. However, it cannot be used in case direct cost shall be used.

(Responsible Departments)

Article 3 Indirect Cost must be used in a well-planned and proper manner, under the supervision of the president and CEO, and it shall be transparent for its use.

- (1) The Grants and Research Collaborations Section shall prepare a financial report and report to funding agencies.
- (2) The Division for Financial Management shall confirm the appropriateness of expenditures.

(Revision of guidelines)

Article4. In case the guidelines are revised by Ministries, these guidelines shall be revised.