Guide to the TUMUG Support Project
(Project to Promote Gender Equality and Female Researchers)

The Tohoku University Committee of Gender Equality currently runs six programs under the TUMUG Support Project (Project to Promote Gender Equality and Female Researchers) in order to: (1) achieve the objectives of providing work-life balance support/improving conditions, nurturing female leaders and nurturing the next generation, which are included in the Guidelines for Gender Equality at Tohoku University adopted in August 2013; and (2) increase the proportion of females in academic positions and in senior positions by strengthening the research capabilities of female researchers.

Eligibility for support, application periods, and other requirements differ by program, so please carefully go over the application guidelines carefully before submitting an application through your departmental office. We look forward to receiving your application.

**Project Outline, Objectives**
Tohoku University has been promoting gender equality, but as of May 2018, the proportion of female academic staff stood at 14.1% and the proportion of women in professorial positions at a mere 6.0%, both very low compared with other academic institutions in Japan. Recognizing the need to increase these percentages, this project supports efforts to help women balance research time with life events, such as childbirth, childcare and family care, so that they can continue with their research. Another aim is to help them play a more active role as research leaders both at home and abroad.

The aim of this project is not merely to provide support, but to encourage researchers who use the program to move up and become models for their peers and the next generation, and to participate actively in efforts for realizing gender equality and empowering women in research.

**Instructions regarding programs**

1. To apply, first obtain the approval of your department’s head (dean of graduate school, center director, etc.), then submit your application through the relevant departmental office.
   
   * Make sure to confirm the deadline for applications in your department.

2. Before applying, discuss the matter carefully with a member of the academic staff in your research facility. Participants in the programs are generally expected to formulate and implement a plan for how they will use the support.

3. Application forms can be downloaded from the following site.
   
   Tohoku University Center for Gender Equality Promotion (TUMUG)
   
   http://tumug.tohoku.ac.jp/

4. Before submitting your application, check it carefully to ensure that there are no omissions and that all supporting documents are attached (especially receipts). Please note that applications may be rejected as incomplete if there are omissions.

5. Any changes to items in the application occurring after submission must be promptly communicated to TUMUG via the relevant administrative office of your department.
(6) If you are requested to submit other data during the screening process or after selection, do so without delay.

(7) Submitted application documents will, as a rule, not be returned. In addition to selection and related procedures, personal information contained in applications may be used to advise you about programs related to gender equality.

(8) You are required to submit a report after using the program. Your submitted report and related information may be posted, in a non-personally identifiable form, on the website of the Committee for Gender Equality/Center for Gender Equality Promotion.

(9) If there are multiple submissions for the program from the same department, the department will apply a recommendation ranking.