

Fiscal Year 2018
(April 1, 2018 to March 31, 2019)

THE JAPAN FOUNDATION

PROGRAM GUIDELINES

Download the Application Form

<http://www.jpf.go.jp/j/program/list.html>



JAPAN FOUNDATION

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About the Japan Foundation

The Japan Foundation is Japan's only institution dedicated to carrying out comprehensive international cultural exchange programs throughout the world.

With the objective of deepening mutual understanding between the people of Japan and other countries/regions, our various activities and information services create opportunities for people-to-people interactions.

URL : <http://www.jpf.go.jp/e/index.html>

1. About the Applicable Programs and the Program Guidelines

The Japan Foundation conducts programs in the three major areas of Arts and Cultural Exchange, Japanese-Language Education Overseas, Japanese Studies and Intellectual Exchange, as well as Strengthening Cultural Exchange in Asia. There are applicable programs in each of these areas, and support is provided for activities conducted by individuals and organizations that are involved in international exchange.

The Japan Foundation Program Guidelines for Fiscal Year 2018 (April 1, 2018 to March 31, 2019) introduces the applicable programs offered by the Japan Foundation to individuals or organizations that are planning to implement international exchange projects mainly in fiscal year 2018 (April 1, 2018 to March 31, 2019). This booklet has been designed to help these individuals and organizations locate programs that match the projects that they are planning for.

If you find in the Program Guidelines a program that matches the project that you or your organization are planning, please obtain the respective application instructions and application forms. Complete the forms and submit your application to the specified office. The Japan Foundation screens the applications and provides support to successful applicants.

I. Arts and Cultural Exchange

The Japan Foundation organizes various programs to introduce various aspects of Japanese art and culture all over the world. In addition, it promotes networking and human resources development in the arts and cultural fields by interactive collaboration/co-production and through dispatching and invitation of specialists.

II. Japanese-Language Education Overseas

To make the Japanese-language easier to learn and teach, the Japan Foundation develops infrastructures and environments for Japanese-language education overseas. In addition, it promotes Japanese-language education according to the circumstances by country and region through various activities, such as dispatching Japanese-language specialists and conducting Japanese-language training.

The Japan Foundation's Programs and Activities

III. Japanese Studies and Intellectual Exchange

Programs in this field aim to encourage a greater understanding of Japan thorough supporting and promoting Japanese studies overseas. The Japan Foundation promotes dialogue about international common issues and develops human resources who play a key role in future dialogue and exchange initiatives.

IV. Strengthening Cultural Exchange in Asia

The Japan Foundation Asia Center aims to foster awareness of empathy and coexistence as neighbors who live together among the residents of Asia through exchange and collaboration. To that end, it implements projects in diverse fields, such as art and culture, sports, Japanese-language education and academic exchange.

2. Application Procedures

Step1

Decide on the program that you wish to apply for

Step2

Obtain the application instructions and application forms

Step3

Submit the application forms

Screening

Step1 Decide on the program that you wish to apply for

Refer to the list of applicable programs for fiscal year 2018 (p. 6–7) and identify the program that matches the project that you or your organization are planning. Please refer to the explanation about each program (p. 8–39) to obtain detailed information on the necessary criteria and application procedures for the program that you have selected. In addition, number of grants is a reference and may differ for fiscal year 2018.

The areas and countries that are eligible for the Japan Foundation programs are provided in the List of Applicable Areas and Countries in the Japan Foundation Programs for Fiscal Year 2018 (p. 44). As there are programs that are applicable only for projects related to some areas and countries, please read the explanation about each program carefully to find out if your area or country is eligible.

Step2 Obtain the application instructions and application forms

Once you have decided on the program that you wish to apply for, download the application instructions and application forms from the website. The application instructions for each program provides detailed information that could not be included in this booklet due to space limitations. Hence, if you are considering applying for a particular program, please read the instructions carefully before submitting your application. If you wish to obtain a hard copy of the application instructions and application forms, please inquire with the submission offices listed in the next section.

Download the application instructions and application forms:
<http://www.jpf.go.jp/e/program/list.html>

Step3 Submit the application forms

(1) Where to submit the application forms

After completing the necessary sections in the application forms, please submit the forms, together with any attachments, to the following offices.

- (a) When submitting applications in Japan: Applications should be submitted to the respective sections in charge at the Japanese Foundation's domestic offices (refer to p. 40 for a list of the domestic offices).
- (b) When submitting applications from the country with the local Japan Foundation office: In principle, applications should be submitted to the local Japan Foundation office (refer to p. 41–43 for a list of the overseas offices). However, depending on a country or a program, the nearest Embassy or Consulate-General of Japan may accept applications.
- (c) When submitting applications from the country with no local Japan Foundation office: Applications should be submitted to the nearest Embassy or Consulate-General of Japan.

Please refer to the program details (p. 9–10) to find out where to submit applications for the Performing Arts Japan program.

(2) Points to note in submitting an application

- (a) If you are applying for a program from overseas, please check with the specified submission office via telephone or e-mail on where to submit your application and your eligibility for the program before submitting your application.
- (b) If you wish to receive a notification of receipt of your application, please enclose a reply card (with stamps affixed) that is blank on one side. Please write the reply-to address on the card beforehand. A notification of receipt will be sent to you using this card.
- (c) We do not accept applications via e-mail or fax.

(3) Other points to note

- (a) Exchange projects with Taiwan

The Japan Foundation cooperates with Japan-Taiwan Exchange Association, Japan, on exchange projects with Taiwan. The Japan Foundation will not provide support to a project if it is eligible for programs of Japan-Taiwan Exchange Association, Japan (http://www.koryu.or.jp/tokyo/ez3_contents.nsf/07). For further information about Taiwan projects, please read the application instructions for the respective program, and contact the section in charge at the Japan Foundation domestic offices or Japan-Taiwan Exchange Association, Japan, Taipei office (p. 43) where necessary.

[Screening]

(1) Selection policy

Screening is carried out from the following perspectives across the board for all programs.

- Need for the Japan Foundation to provide support/implement the project
- Feasibility and effectiveness of the project
- Validity of the proposed budget

For other selection policies that are applicable to each individual program, please refer to the respective program instructions.

(2) Projects related to commemorative events of the Exchange Year

Applications related to the commemorative events of the Exchange Year and *Japonismes 2018* will be given higher priority in the screening process. Applicants should specify the relevance of their projects to commemorative events (if any) in the application form. Applicable commemorative events of the Exchange Year and *Japonismes 2018* are scheduled to be listed on the Japan Foundation's website (<http://www.jpf.go.jp/e/about/area/index.html>).

* Please refer to the Japan Foundation's website for examples of projects that have been accepted in past years.

<http://www.jpf.go.jp/e/program/list.html>

3. Eligibility

Please check the following items before applying for an applicable program.

- ☐ The project is not for the advancement of specific political or religious views.
- ☐ (In the case of an organization) One or more of the following, (a) to (c), are not applicable to your organization.
 - (a) Japanese government (including national institutions), local public organizations (including public universities, public junior high schools, public high schools, and other public institutions), government-affiliated organizations, incorporated administrative agencies, local incorporated administrative agencies, national university corporations (including public junior high schools and public high schools)
 - (b) Governments of other countries (including administrative agencies such as ministries and agencies, but excluding research and educational institutions), foreign diplomatic missions in Japan
 - (c) International organizations (intergovernmental organizations that the Japanese government contributes to)
- ☐ (In the case of a Japanese organization or individual) The applicant does not fall under the definition of "Anti-Social Forces" (groups or individuals that pursue economic benefit by making full use of violence, force and/or fraudulent means), which is specified in Article 2(2)1 of the Japan Foundation's Regulations with Regard to Dealing with Anti-Social Forces (2015 Regulation No. 52).
- ☐ (In the case of an overseas organization) The organization has a bank account for receiving grants, or is able to set up a bank account before the grant payment period.
- ☐ The receipt of a grant or other form of subsidies from the Japan Foundation is not in violation of any laws or regulations in the applicant's country.

4. Points to Be Noted

(1) Disclosure of information about the project

If the project is selected, information relating to the name of the applicant, name of the project, and overview of the project will be disclosed in the *Kokusai Koryu Kikin Jigyo Jisseki* (Detailed Annual Report of the Japan Foundation Activities), the Annual Report, on the Japan Foundation's website, and in other public relations materials.

When a request for information based on the "Law Concerning the Disclosure of Information Held by Independent Administrative Institutions, Etc." (Law No. 140 of 2001) is received by the Japan Foundation, materials such as submitted application forms will be disclosed (unless stipulated by the same law as not to be disclosed).

(2) Protection of personal information

The Japan Foundation handles personal information appropriately and in accordance with the "Law Concerning Access to Personal Information Held by Independent Administrative Institutions" (Act No. 59 of 2003). Details of the Japan Foundation's personal information protection policy can be reviewed at the following website: <http://www.jpf.go.jp/e/privacy/index.html>

Personal information provided in the application forms, such as a grantee's name, affiliation, and project overview, is used in procedures such as screening, project implementation, and ex-post evaluation. It is also carried in the Detailed Annual Report of the Japan Foundation Activities, the Annual Report, on the Japan Foundation website, and in other public relations materials. Personal information is also used for purposes such as the compilation of statistics. For details regarding the use of personal information in each program, please refer to the application instructions for each program.

5. Ensuring the Necessary Safety and Security of Projects

Considering the recent instability in global security, with the increase of terrorist attacks in particular, the Japan Foundation highly recommends that you take the necessary security measures to ensure safety when you conduct your projects, such as the following:

- (1) Check if there are any security alerts issued in the countries or cities where your project is taking place;
- (2) Provide information on security and safety issues for your international guests (if any).

6. Frequently Asked Questions (FAQ)

[Single Organization Applying for Multiple Projects]

Q: If an organization plans to stage multiple projects within a single fiscal year and applies to the Japan Foundation programs for each one, is it possible that all the applications will be accepted?

A: The Japan Foundation carries out screening for each project individually based on its contents. In some cases, multiple project applications are accepted from one organization.

[Eligibility for programs targeted at organizations]

Q: If a voluntary organization without judicial personality plans to apply for a program targeted at organizations, is it eligible to apply?

A: Yes it is. However, it is required to submit materials including articles of association, rules and regulations which indicate the foundation of organization, and documents about past activities and financial status of the organization. It is also required to have a bank account in the name of the applying organization to receive grants from the Japan Foundation (or set up a bank account before the acceptance of grants).

Q: Is a for-profit organization such as a stock company eligible to apply?

A: Yes, but it can only apply for the programs listed below.

- a. Grant Program for Dispatching Artists and Cultural Specialists, Performing Arts Japan for Europe, Grant Program for Enhancing People-to-People Exchange, and Grant Program for Promotion of Cultural Collaboration: The project must not be implemented for profit.
- b. Support Program for Translation and Publication on Japan: The translation and/or publication projects for Japan-related books that are difficult to publish commercially.

[Applying While Receiving Other Grants or Donations]

Q: When applying for a grant from the Japan Foundation, can I also apply for and receive a grant or donation from another organization(s) for the same project?

A: Yes, you can. However, certain conditions apply for receiving grants or donations from other organization(s) or corporation(s).

- a. The grant coverage of the Japan Foundation does not overlap with any part of the same project expense(s) that are covered by other funding sources.
- b. If you are applying to the Grant Program for Dispatching Artists and Cultural Specialists, please note that the Japan Foundation will not give grants to projects that receive financial support from the Agency for Cultural Affairs or other incorporated administrative agencies. Projects that receive sponsorships from corporations, or grants and subsidies supporting organizations in the private sector or local public organizations, are eligible to apply for and receive grants from the Japan Foundation.
- c. In the case of a grant application related to Korea, it is not permitted to receive grants from both the Japan-Korea Cultural Foundation (under the People-to-people Exchange Grant Program) and the Japan Foundation for the same project.

[Receiving Grants on an Ongoing Basis]

Q: Is an organization or individual that has received a grant in the past eligible to apply again?

A: Yes. However, the following restrictions apply.

- a. Please note that applicants will have to wait a set number of years before being able to apply again for a fellowship for individuals or a Japanese-language training program.
- b. In principle, grants will not be provided to individuals or organizations that have received support as part of the same program for three consecutive fiscal years (FY 2015—FY 2017) for a fourth consecutive fiscal year, unless the Japan Foundation assesses that there is strong justification for the continuation of the program. This measure has been put in place to prevent the immobilization of beneficiaries, as well as to create opportunities for more individuals and organizations to obtain support. While it is possible to apply for support for the same program for the fourth consecutive year, please note that low priority is typically given to such programs.

[One Project, One Program Principle]

Q: Is it possible to apply for multiple programs for a single project? By doing so, is it possible for one project to receive support from more than one Japan Foundation program?

A: No. If applicants are unsure which program to apply for, please consult with the Communication Center (+81-3-5369-6075) before drawing up the application forms. The Communication Center will provide guidance on the most suitable program to apply for.

7. List of Programs

I Arts and Cultural Exchange

		Page
Japan Individuals and Organizations	● Grant Program for Dispatching Artists and Cultural Specialists This program provides financial support to artists and Japanese culture specialists who participate in cultural events overseas.	→ 8~9
	● Performing Arts Japan This program provides financial support to arts organizations, theaters, and other organizations in North America and Europe for the introduction/co-production of Japanese performing arts.	→ 9~10
Overseas Organizations	● Exhibitions Abroad Support Program This program provides financial support to museums and art institutions overseas for the organization of Japan-related exhibitions.	→ 11
	● U.S. and European Museum Infrastructure Support Program This program provides financial support to museums in U.S. and Europe which has Japanese art collections for developing their infrastructure necessary for promoting Japanese art using their Japanese art collections.	→ 11
	● Support Program for Translation and Publication on Japan This program provides financial support to foreign publishers for translating and/or publishing Japanese books.	→ 12~13

II Japanese-Language Education Overseas

Japan Individuals	● Japanese-Language Education Assistant Program (J-LEAP) This program dispatches Japanese teaching assistants (TAs) to K-12 educational institutions in the United States.	→ 14
Overseas Organizations	● Support Program for Organizations in Japanese-Language Education (Grants) This program provides grants for the activity expenses incurred by overseas Japanese-language institutions.	→ 14~15
	● Training Program for Teachers of the Japanese-Language (Long-Term/Short-Term/Specific Theme/Project-based) This program provides training opportunities in Japan (Saitama Prefecture) for Japanese language teachers teaching outside of Japan.	→ 16~22
Overseas Individuals	● Graduate Program in Japanese Language and Culture (Master's Course) This program provides teachers of Japanese-language working abroad and government officials who have experience in teaching Japanese-language abroad, with an opportunity to obtain a Master's degree in Japan.	→ 23~24
	● Program for Specialists in Cultural and Academic Fields This program provides training opportunities for foreign researchers and other specialists in Japan (Osaka).	→ 24~26

III Japanese Studies Overseas and Intellectual Exchange

■ Japan Organizations	● Grant Program for International Exchange by Youth and Community Leaders This program provides grants toward international dialogues implemented by local community groups and youth groups in Japan.	→ Page 27
■ Japan and Overseas Organizations	● Grant Program for Intellectual Exchange Conferences This program provides grants toward international conferences and other dialogue activities on globally-shared issues and/or challenges that concern both Japan and other countries.	→ 28
■ Overseas Organizations	● Grant Program for Japanese Studies Projects This program provides grants toward various Japanese studies projects implemented by overseas organizations.	→ 29
■ Overseas Individuals	● Japan Foundation Japanese Studies Fellowship Program This program provides foreign Japanese Studies scholars and researchers with opportunities to conduct research in Japan.	→ 30

The Japan Foundation Center for Global Partnership (for U.S.)

■ Japan Individuals	● Japan Outreach Initiative (JOI) This program dispatches Japanese nationals as volunteer coordinators for two years to cultivate grassroots exchanges to the Southern and Midwestern regions of the United States.	→ 31
■ Japan and Overseas Individuals	● Abe Fellowship Program This program provides scholars and journalists with opportunities to conduct policy-relevant research on topics of pressing global concern.	→ 31~32
■ Japan and Overseas Organizations	● CGP Grant Program This program provides grants to organizations in Japan and U.S. for the implementation of intellectual exchange (policy-oriented projects) and grassroots program (education and network-strengthening projects).	→ 32~33

IV Strengthening Cultural Exchange in Asia (for 10 ASEAN Countries)

■ Japan Individuals	● "NIHONGO Partners" Program This program dispatches "NIHONGO Partners" to secondary educational institutions in order to support the local Japanese language teachers.	→ 34
■ Japan Organizations	● NIHONGO Partners in collaboration with Japanese Universities This program provides internship opportunities to practice teaching Japanese at institutions in Asia for students who study Japanese-language education at universities etc. in Japan.	→ 34~35
■ Japan Organizations	● Grant Program for Enhancing People-to-People Exchange This program provides grants for actual expenses incurred by Japanese organizations for the implementation of people-to-people exchange activities.	→ 35~36
■ Japan and Overseas Organizations	● Grant Program for Promotion of Cultural Collaboration This program provides grants for expenses incurred by Japanese/ASEAN organizations that are involved in collaborative projects.	→ 36~37
■ Japan and Overseas Individuals	● The Asia Center Fellowship Program This program provides fellowship opportunities to Japanese/ASEAN specialists that are involved in collaborative projects or research activities.	→ 37~38

V Other

● Use of the Name of the Japan Foundation as a Supporter This program allows for the use of the name of the Japan Foundation as a supporter in cultural events in Japan and overseas.	→ 39
● Designated Donations Program This program provides tax benefits for donations to international cultural exchange projects.	→ 39

Arts and Cultural Exchange

Contact Details: Planning and Coordination Section, Arts and Culture Dept.
Tel: 03-5369-6026 arts@jpf.go.jp

1 Grant Program for Dispatching Artists and Cultural Specialists

Application Form: **Q-DACS**
Section in Charge: International Operations Section I&II, Arts and Culture Department

This program is designed to provide financial support for artists and Japanese cultural specialists who participate in cultural events (e.g., performances, demonstrations, lectures and workshops) overseas with the aim of introducing Japanese arts and culture or of contributing to international society through arts and cultural projects.

Eligibility

Applicants must be either

- (1) Groups or individuals in the arts and cultural fields who are based in Japan and have received invitations to participate in cultural events overseas;
- (2) Organizations and agencies that arrange and produce the projects described above.

Eligible Projects

Projects should commence on or after April 1, 2018, and must be either:

- (1) Performing arts (e.g., drama, music, dance, folk arts, etc.);
- (2) Lectures, workshops, and demonstrations related to Japanese culture, including sports.
 - * Projects that are supported by grants from Japanese governmental organizations, government-affiliated agencies, or independent administrative institutions of Japan cannot receive grants under this program.
 - * For exhibitions, please see p. 11 for the "Exhibitions Abroad Support Program."
 - * For intellectual exchange projects (e.g., international conferences, symposia, seminars, and workshops, etc.) that tackle commonly-shared issues regionally and globally, and that aim to enhance mutual understanding and establish closer relationships between Japan and other countries, please see p. 28 for the "Grant Program for Intellectual Exchange Conferences."
 - * For projects such as international dialogue and exchange activities conducted by Japanese youth and student organizations, or local groups and non-profit organizations that run community-based social activities, please see p. 27 for the "Grant Program for International Exchange by Youth and Community Leaders."
 - * For projects such as exchange projects at grassroots or regional levels related to 10 ASEAN countries, please see p. 35-36 for the "Grant Program for Enhancing People-to-People Exchange." For collaborative activities conducted by specialists/specialist organizations in the fields of arts and culture, sports, or intellectual exchange related to 10 ASEAN countries, please see p. 36-37 for the "Grant Program for Promotion of Cultural Collaboration."

Grant Coverage

Partial support of the following expenditures:

- (1) International transportation costs: Part of the actual amount of the economy-class discount airfare;
- (2) Freight costs: Part of the actual amount of the air freight/sea freight.

Number of Grants (Reference)

82 out of 215 applications (for 1st Round of FY 2017)

Selection Policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Screening will be conducted after consulting with experts in the field.
- (3) The following projects will be given a relatively higher evaluation:
 - a. Projects touring more than one country and city efficiently;
 - b. Projects including a number of cultural events such as performing arts, demonstrations, lectures, and workshops;
 - c. Projects participating in major international festivals or major diplomatic anniversary events (see p. 3);
 - d. Projects promoting exchanges in countries and regions with few opportunities for cultural exchanges with Japan; and
 - e. Projects which will be actively publicized to the public.
- (4) The following projects will be given lower priority:
 - a. Projects of applicants who have received grants from the Japan Foundation in the same fiscal year;
 - b. Projects whose effect is restricted to exchanges among specific groups/individuals;
 - c. Projects focused on activities other than arts and cultural projects such as sightseeing or research activities;
 - d. Projects that are primarily part of friendship and goodwill activities among sister cities, schools or institutions;
 - e. Projects organized by hobby groups or similar membership associations; and

- f. Projects with poorly-balanced budget estimates, such as plans in which the local sponsor is responsible for very little of the project costs and the applicant bears an extremely high proportion of the overall costs.

Application Deadlines

1st Round: December 1, 2017 (for projects which take place between April 1, 2018, and March 31, 2019)

2nd Round: June 1, 2018 (for projects which take place between October 1, 2018, and March 31, 2019)

* Applicants cannot reapply for funding at the Second Round of screening for a project that was rejected during the First Round.

Notification of Results

1st Round: April 2018

* Please note that a payment of the grant for projects which commence in April 2018 may be remitted after the project's completion.

2nd Round: September 2018

2 Performing Arts Japan ("PAJ") for North America

Application Form: **QH-PAJ NA**
 Section in Charge: **International Operations Section I, Arts and Culture Department**
 Acceptance of Application Forms: **The Japan Foundation, New York/Toronto**

This program is designed to provide financial support for performances or co-productions in North America that aim to introduce Japanese performing arts to local audiences.

The primary objectives of PAJ for North America are:

- (1) To promote opportunities for North American non-profit arts presenters to introduce Japanese performing arts to a broad audience while utilizing local networks;**
- (2) To increase access to Japanese performing arts in the U.S. and Canada, especially outside major metropolitan areas;**
- (3) To promote understanding of Japanese performing arts by providing educational programs for artists and audiences in each touring location; and**
- (4) To support collaborative projects between American/Canadian and Japanese performing artists.**

Eligible Countries

U.S.A. and Canada

Grant Coverage

Partial support of the following expenditures:

- (1) Travel costs: International economy-class, discount air fare; travel expenses within North America; accommodation costs and per diems
- (2) Performance fee for performers
- (3) Other costs: Rehearsal costs, freight, insurance premiums, performance hall costs, translation costs, educational material preparation costs, etc.

Number of Grants (Reference)

8 out of 14 (Touring)/5 out of 17 (collaboration) for FY 2017

Selection Policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Screening will be conducted after consulting with experts in the field.
- (3) The following projects will be given a relatively higher evaluation:
 - a. For both Touring and Collaboration categories
 - * Projects that involve Japanese artists based in Japan
 - * Projects related to major international festivals
 - * Projects that include cooperative frameworks through performing arts towards post-disaster/conflict restoration
 - b. For Touring category only
 - * Projects created through past PAJ collaboration grants
 - * Projects that will tour to such locations as the South, Midwest, Mountain States, Alaska, and Canada, where there is little exposure to the Japanese performing arts

Application Deadline

October 31, 2017

* For detailed information, please contact the Japan Foundation, New York, or the Japan Foundation, Toronto.

3 Performing Arts Japan ("PAJ") for Europe

Application Form: **QU-PAJ E**
 Section in Charge: **International Operations Section II, Arts and Culture Department**
 Acceptance of Application Forms: **See the table below**

This program is designed to provide financial support for performances or co-productions in European countries that aim to introduce Japanese performing arts to local audiences.

The primary objectives of PAJ for Europe are:

- (1) To promote opportunities for European non-profit arts presenters to introduce Japanese performing arts to a broad audience while utilizing local networks;
- (2) To increase access to Japanese performing arts in Europe, especially outside major metropolitan cities;
- (3) To promote understanding of Japanese performing arts by providing educational programs for artists and audiences in each touring location; and
- (4) To support collaborative projects between European and Japanese performing artists.

Eligible Countries

See the table below.

Grant Coverage

Partial support of the following expenditures:

- (1) Expenses for invited Japanese artists/professionals: International transportation costs (discounted economy class fares); travel expenses within Europe; lodging and per diems
- (2) Freight
- (3) Translation and interpretation costs

Number of Grants (Reference)

3 out of 6 (Touring)/5 out of 7 (Collaboration) for FY 2017

Selection Policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Screening will be conducted after consulting with experts in the field.
- (3) The following projects will be given a relatively higher evaluation:
 - a. for both Touring and Collaboration categories
 - *Projects that involve Japanese artists based in Japan;
 - *Projects implemented in countries which are expected to expand the PAJ Europe network in terms of Touring and Collaboration, besides countries such as France, the UK, Germany and Italy;
 - *Projects which are of high quality or that aim to introduce the latest trends in Japanese performing arts;
 - *Projects related to important international festivals or major diplomatic anniversary events;
 - *Projects that aim to provide a constructive framework towards common global issues such as post-disaster/conflict restoration through arts and culture;
 - b. for Touring category only
 - *Projects created through past PAJ collaboration grants
 - *Projects which will tour at least two European countries

Application Deadline

October 31, 2017

*For detailed information, please contact the Japan Foundation overseas office assigned to your country (see the table below).

Overseas offices	Countries covered
The Japan Foundation, London (PAJ Europe office)	U.K., Denmark, Estonia, Finland, Iceland, Ireland, Latvia, Lithuania, Norway, Sweden
The Japan Cultural Institute in Paris	France, Andorra, Belgium, Luxembourg, Monaco
The Japan Cultural Institute in Rome	Italy, Albania, Cyprus, Greece, Malta, San Marino, Vatican
The Japan Cultural Institute in Cologne	Germany, Austria, Liechtenstein, Netherlands, Switzerland
The Japan Foundation, Budapest	Hungary, Bosnia and Herzegovina, Bulgaria, Croatia, Czech Republic, Former Yugoslav Republic of Macedonia, Kosovo, Moldova, Montenegro, Poland, Romania, Serbia, Slovakia, Slovenia
The Japan Foundation, Madrid	Spain, Portugal

4 Exhibitions Abroad Support Program

Application Form: **Q-EAS**
Section in Charge: **International Operations Section I&II, Arts and Culture Department**

This program is designed to provide financial support for museums and art institutions overseas that organize exhibitions introducing Japanese art and culture to audiences overseas. In addition, this program is designed to support overseas international exhibitions such as biennials/triennials introducing Japanese artists and their works.

Eligibility

Overseas museums and art institutions (i.e., located outside Japan)

*If the exhibition travels to more than one venue, the host institution should consolidate the grant requests and only one application should be submitted for the whole project. The Japan Foundation will not accept multiple applications for one project.

Eligible Projects

Exhibitions that will open between April 1, 2018, and March 31, 2019, and that will

- (1) Introduce Japanese art and culture, planned and executed by a museum or an art institution abroad;
- (2) Introduce Japanese artists and their works in the context of international exhibitions, such as biennials/triennials;
- (3) Be created through artist-in-residence programs and promote the expansion of networks among artists, curators, and researchers in Japan and overseas, and have a clear concept and concrete plan for exhibitions.

Grant Coverage

Part of the following expenses incurred and paid between April 1, 2018, and March 31, 2019:

- (1) Packing and shipping costs (excluding insurance costs);
- (2) Catalogue production costs (including digital catalogue costs; for international exhibitions, support for catalogue production will be partial, based on the ratio of Japanese artists);
- (3) Traveling costs for dispatched or invited artists, curators, and specialists (air fare, train fare, and accommodation fees; excluding costs for preliminary research and development)

*Please note that this program does not cover the production cost of art works, installation costs and artists' fees.

Number of Grants (Reference)

28 out of 78 applications for FY 2017

Selection Policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Screening will be conducted after consulting with experts in the field.
- (3) The following projects will be given a relatively higher evaluation:
 - a. Exhibition projects with strong curatorial values that have not yet been staged in the applicants' countries;
 - b. Projects that relate to major diplomatic anniversary events (see p. 3).
- (4) The following projects will be given lower priority:
 - a. Projects organized by museums or institutions that have recently received financial support from the Japan Foundation;
 - b. Traveling exhibitions that have previously received grants from the Japan Foundation;
 - c. Projects that are primarily part of friendship and goodwill activities among sister cities, schools or institutions;
 - d. Exhibitions composed mainly of art works of public subscription; and
 - e. Exhibitions organized by hobby groups or similar membership associations.

Application Deadline

December 1, 2017

Notification of Results

April 2018

5 U.S. and European Museum Infrastructure Support Program

Application Form: **Q-MIS**
Section in Charge: **International Operations Section I&II, Arts and Culture Department**

This program is designed to provide financial support for U.S. and European museums to promote effective use of their Japanese art collections and thereby assist the establishment of an infrastructure to exhibit Japanese art.

The call for proposals for upcoming fiscal year 2018 has not been determined yet. If the Japan Foundation starts call for proposals for fiscal year 2018, it will be announced on the website.

Number of Grants (Reference)

5 projects out of 10 applications for FY 2016

This program is designed to provide financial support for foreign publishers to translate and/or publish Japan-related books. The grant shall cover part of the translation cost and/or publishing cost (paper cost, plate-making cost, printing cost, binding cost, etc.). By enabling the reduction of the selling price, and thus making books more accessible to the general public, especially books that are difficult to publish commercially, the program aims to promote better understanding of Japanese culture and Japanese studies abroad.

Eligibility

Overseas publishers (corporations). Domestic publishers (corporations) may also apply only if there is a written contract/agreement with foreign book distribution companies.

Eligible Projects

Translation and/or publication project of Japan-related books in the fields of humanities, social sciences, or arts, which fulfill all of the following requirements:

- (1) The translated book must be published between April 1, 2018, and February 28, 2019. However, in the case of an application for only the "translation grant," the publishing deadline is within two years after the completion of the translated manuscript.
- (2) The original book written in Japanese must already be published.
- (3) In principle, translations must be made directly from the original book. (Retranslations of works already translated into another language will only be considered for applications from countries where the number of translators is limited.)
- (4) The copyright arrangements concerning the original book (and retranslation book, if any) must already be completed. As for translation fee, a written contract between the publisher and the translator must already be concluded.
- (5) A part of the draft of the translation should be completed by the time of applying. It is necessary to submit a sample of the translation, about 30 pages long.
- (6) Projects must not be used for religious or political purposes.

*The following projects are not eligible:

- (1) Periodicals, special issues, proceedings, exhibition catalogues, guidebooks, pamphlets, language dictionaries and Japanese language teaching materials, etc.;
- (2) Newly written works, or books directly published in a foreign language;
- (3) Works not expected to secure wide distribution, including those to be donated for free;
- (4) Projects for which the translator's fee is paid by royalties; and
- (5) Reprints of works already published.

Grant Coverage

Part of the following costs incurred and paid between April 1, 2018, and February 28, 2019.

a) Translation: Translation fee

b) Publication: Production costs (costs for paper, plate-making, printing, binding, etc. paid to printing companies, etc.)

*Please note that only the expenses paid after April 1, 2018, are applicable. Any expenses paid before April 1, 2018, are not applicable.

*Applicants may apply for "translation only," "publication only," or "translation and publication."

*Grant payments will be made after the completion of the project.

*The average amount of assistance for FY 2017 is 530,000 yen.

*Editing costs, copyright clearance costs, design layout costs, shipping costs, revising costs, etc., are not applicable.

*Grant applications for support in translation costs for e-books are also accepted.

Number of Grants (Reference)

23 out of 55 applications for FY 2017

Selection Policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Screening will be conducted after consulting with experts in the field.
- (3) A relatively higher evaluation will be given to the translation and/or publication of the following books:
 - a. A book that is considered to have a wide influence on society; not only limited to researchers but to a wide range of readers in the applicant's country;
 - b. A book by an author who has never been introduced in the applicant's country before; and
 - c. A book of direct translation from a Japanese book in the area where books on Japan are rarely published.

Application Deadline

November 20, 2017

Notification of Results

April 2018

Remarks

Please note that the Japan Foundation will prioritize the titles in the "List of Recommended Works" in determining the grant. The list, "Worth Sharing - A Selection of Japanese Books Recommended for Translation," is available on the Japan Foundation's website: http://www.jpf.go.jp/e/project/culture/publication/supportlist_publish/worth_sharing/index.html

Japanese-Language Education Overseas

Contact Details: (1~2) Planning and Coordination Section / International Operations Section II, Japanese Language Dept.

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1 Japanese-Language Education Assistant Program: J-LEAP

Section in Charge: **International Operations Section II, Japanese Language Department**

J-LEAP aims to strengthen and maintain the basic infrastructure of Japanese language education and the understanding of Japan in the U.S. By dispatching Japanese teaching assistants (TAs), J-LEAP endeavors to serve the needs of U.S. K-12 educational institutions seeking to strengthen their Japanese language programs. TAs will engage in Japanese classes with and under the instruction of their supervisors (Japanese-class teachers). TAs will help with creating materials and curriculums, preparing homework and tests, and will also assist or conduct other Japan-related activities at schools and in the community to contribute to a better understanding of Japanese culture and society.

Eligibility

The following individuals are eligible to apply:

- (1) Japanese nationals whose native language is Japanese;
- (2) Individuals under 35 years of age as of April 1, 2018;
- (3) Individuals who have an academic degree equivalent to a diploma from a four-year university or higher, or individuals who have a diploma in Japanese language education (as a major or minor) from a university as of April 1, 2018, or have basic knowledge and skills in Japanese language education, as demonstrated by passing the Japanese-Language Teaching Competency Test or completing a 420-hour Japanese Language Teacher Training Course; and
- (4) Individuals who have a valid Japanese driver's license.

Duration

July 2018 to July 2020 (contracts are on a one-year basis, renewable [if mutually agreeable among all parties] once, for a maximum total of two academic years)

Expenses

Standard payment (including a duty allowance), round-trip air tickets (discount economy class), housing allowance, vehicle purchase subsidy, material purchase stipend, etc.

Number of Participants (Reference)

8 participants for FY 2017

Application Deadline

January 2018

Notification of Results

Early March 2018

Remarks

Application Guideline and the Application Form will be available on the Japan Foundation's website around winter 2017.

2 Support Program for Organizations in Japanese-Language Education (Grants)

Application Form: **JN-FK (only for (2) Russia and countries that DO NOT have Japan Foundation overseas offices)**
Section in Charge: **Planning and Coordination Section, Japanese Language Department**

This program aims to support Japanese language education activities by targeting Japanese language teachers and students of overseas Japanese language institutions and organizations.

- (1) Countries which have the Japan Foundation overseas offices, with the exception of Russia, Cambodia and Laos (i.e., Korea, China, Indonesia, Thailand, the Philippines, Vietnam, Malaysia, India, Australia, Canada, the U.S., Mexico, Brazil, Italy, the U.K., Spain, Germany, France, Hungary, and Egypt)

* All support will be given via the overseas offices. Please contact the nearest office for available programs.

(2) Russia, Cambodia, Laos, and countries that DO NOT have the Japan Foundation overseas offices.

Eligibility

Overseas Japanese language institutions and organizations, including Japanese language teacher associations and academic societies. However, organizations are not eligible when national laws restrict receipt of aid from organizations affiliated with governments.

Eligible projects

Non-profit Japanese language education activities carried out by overseas Japanese language institutions and organizations. Examples of eligible projects are given below. Applicants may also submit their original projects or a combination of multiple projects:

a) Japanese Language Activities Support Grant:

This grant partially covers the costs related to projects intended to motivate students and stimulate interest in Japanese language education in the local area (e.g., speech/debate contests, presentations).

b) Salary Assistance Grant:

This grant partially covers the salary given to Japanese language teachers teaching the Japanese language courses and to the staff carrying out activities to enhance the network of Japanese language institutions in the applicant's region/country. In principle, this grant covers them for up to three years (36 months). This grant is given on the condition that the course or activities are continued after the grant from the Japan Foundation ends.

c) Teaching Material Purchase Grant:

This grant partially covers the cost of purchasing teaching materials, supplementary materials and educational materials to introduce Japanese culture (e.g., tools for Japanese calligraphy, yukata, origami) needed by Japanese language teachers when conducting Japanese language courses. The costs of buying educational materials contributing broadly to Japanese language education that are made widely available to the public in public libraries or other facilities are also eligible for this grant. Materials that are to be given to students are not eligible for this grant, with the exception of consumables like origami.

d) Conference Grant:

This grant partially covers the cost involved in holding seminars, workshops, symposia, training sessions and meeting for Japanese language teachers.

e) Publication Grant:

This grant partially covers the cost involved in preparing and publishing teaching materials consistent with the local curriculum and needs.

f) Other Original Proposals:

This grant partially covers the cost involved in implementing projects planned by the applicant that aim to promote Japanese language education and train Japanese language teachers.

Selection policy

a) See p. 3 for the selection policy common to all programs;

b) Screening will be made in line with the following criteria:

*Role of applicant in the country and region;

*Membership of "JF Nihongo Network (Sakura Network)";

(see <http://www.jpf.go.jp/e/project/japanese/education/network/index.html> for more information about "JF Nihongo Network (Sakura Network)")

*Specific outcome expected;

*Coalitions with other organizations and groups;

*Ripple effect on diffusion of the Japanese language in the country and region.

Number of Grants (Reference)

187 out of 234 applications for FY 2017

Application Deadline

December 1, 2017

Notification of Results

Late April 2018

3 Training Programs for Teachers of the Japanese-Language

The Japan Foundation Japanese-Language Institute, Urawa (JFJLI, Urawa) organizes the training programs on the Japanese language, Japanese language teaching methodology and Japanese culture for those currently working as Japanese-language teachers teaching outside of Japan.

The eligibility, duration, and content differ in every program.

【Basic conditions for each program】

* This table shows the basic conditions for each training program. However, there are additional conditions for each training program, so please check the explanation for the individual training program in this guideline and the Application Instructions.

Program		(1) Long-Term	(2) Short-Term	(2) Short-Term 【Special quota for Japanese descendants】	(3) Specific Theme	(4) Project-based
Main Content		Japanese-language teaching methodology Japanese-language Japanese culture/ society etc.			Specific themes in fiscal 2018 (1) Teaching Japanese grammar (2) Course Design	Individual projects on Japanese-language Education
Qualified Area		Worldwide * Except for China	Worldwide * *(see below)	Qualified areas (Central and South America, see p. 20)	Worldwide	
Applicant		Overseas educational organizations that provide Japanese language education		Educational organizations for Japanese descendants that provide Japanese language education in qualified areas	Overseas educational organizations that provide Japanese language education	Overseas educational organizations that provide Japanese language education (team application accepted)
Teachers' eligibility	Nationality	・ Nationals of a country that has diplomatic relations with Japan * Taiwanese are eligible ・ Individuals who are not Japanese nationals ・ Individuals who did not complete their compulsory education in Japan		・ Nationals of a country in the qualified area ・ Japanese nationals * Japanese immigrants or their offspring	・ Nationals of a country that has diplomatic relations with Japan * Taiwanese are eligible ・ Japanese nationals	
	Age	35 years old or under	55 years old or under			
	Teaching Experience	More than six months and less than five years	More than two years	More than one year	More than three years	More than five years
	Proficiency in Japanese (JLPT=Japanese- Language Proficiency Test)	Level N4 in the JLPT, Level 3 of the old JLPT, or their equivalent			Level N2 in the JLPT, Level 2 of the old JLPT, or their equivalent	Level N1 in the JLPT, Level 1 of the old JLPT, or their equivalent
Duration (tentative)		September 4, 2018- March 1, 2019	Summer June 26, 2018 - August 16 (or 20), 2018 Winter: January 9, 2019 - March 1 (or 5), 2019	January 9, 2019 - March 1 (or 5), 2019	(1) May 29, 2018 - July 5, 2018 (2) November 6, 2018 - December 13, 2018	Three to ten weeks during the period from June 1, 2018 to February 28, 2019

* * In China excluding Hong Kong and Macau, only higher educational institutions (university/graduate school) are applicable.

Expense Coverage

- (1) Accommodations, meals during the program, insurance for sickness and injury during the training period.
- (2) For those participants whose institution is located in the regions and countries marked and in the table of Appendix 2 (p. 44), the Japan Foundation will provide the following:
 - a) Round-trip air tickets (discount economy class) to and from the nearest international airport from home residence;
 - b) Airport tax, foreign travel tax;
 - c) Set amount of in-kind allowances (to cover expenses necessary for participation in the program).

Remarks

- (1) Candidates may simultaneously apply to plural programs. However, candidates can only be allowed to participate in one program at most.
- (2) On the occasion of training participation, he/she cannot visit Japan accompanied by family.
- (3) The participants should devote themselves to the program and to attend every activity of the program during their stay.
- (4) Regarding the Japanese language proficiency of candidates, please view the summary of linguistic competence required for each level of the Japanese-Language Proficiency Test (JLPT) of the official website of the JLPT [<http://www.jlpt.jp/e/about/levelsummary.html>]
- (5) Preferential adoption for some training programs will be given to applicants from JF Nihongo Network (Sakura Network). For JF Nihongo Network (Sakura Network), please visit the following website. <https://www.jpf.go.jp/e/project/japanese/education/network/>
- (6) Other separate training programs are provided for organizations in Korea and China (excluding Hong Kong and Macau).
 Korea: "The Intensive Training Program for Secondary School Teachers of the Japanese-Language from the Republic of Korea"
 China: "The Intensive Training Program for Secondary School Teachers of the Japanese-Language from the People's Republic of China"
 (Please contact the Japan Foundation, Seoul or Beijing for details.)

3 (1) Long-Term Training Program for Teachers of the Japanese-Language

Application Form: **NC-LJT**

Section in Charge: **Teachers Training Section, the Japan Foundation Japanese-Language Institute, Urawa**

This program is designed to provide teachers of the Japanese language in overseas organizations who are early in their career with an opportunity to improve their Japanese language skills, acquire the basic teaching methodology, and deepen their knowledge of Japan.

Eligibility

Overseas educational organizations that provide Japanese language education.

Qualified Areas: Worldwide excluding China (excluding Hong Kong and Macau)

The following individuals are eligible to participate in the program:

- (1) Teachers who have an employment relationship with the applying organization where it is agreed that they will continue to work after completing this program. Individuals studying to become Japanese language teachers at the time of application are not eligible;
- (2) Individuals who are nationals of a country that has diplomatic relations with Japan;
 * Taiwanese are eligible to apply for this program
- (3) Individuals who have not completed their compulsory education [nine years of elementary and junior high school] in Japan;
- (4) Individuals who are 35 years old or under as of December 1, 2017;
- (5) Individuals who are free from any mental or physical disabilities that would impede participation in the program;
- (6) Individuals with more than six months and less than five years of experience in teaching the Japanese language as of December 1, 2017 (teaching practice and private lessons not included);
- (7) Individuals who have a proficiency in Japanese of Level N4 in the Japanese-Language Proficiency Test (JLPT), Level 3 of the old JLPT, or their equivalent at the time of application;
- (8) Individuals who have not participated in a Japanese language teacher training program conducted by the Japan Foundation or any other academic institutions in Japan for more than 50 days during the period from April 2012 to December 1, 2017; and
 * Individuals who have taken the "Special Training Program for young teachers of the Japanese Language from East Asia" implemented as part of the "Japan-East Asia Network of Exchange for Students and Youth" (JENESYS) program are able to apply
- (9) Individuals who have not previously participated in the "Graduate Program in Japanese Language and Culture," "Advanced Training Program for Teachers of the Japanese-Language," "Short-Term Training Program for Teachers of the Japanese-Language," "Training Program for Teachers of the Japanese-Language on a Specific Theme," or "Project-based Training Program for Teachers of the Japanese -Language" offered by JFJLI, Urawa.

Course Venue

The Japan Foundation Japanese-Language Institute, Urawa (JFJLI, Urawa) (Saitama City, Saitama Prefecture)

Duration

September 4, 2018 - March 1, 2019 (tentative)

Description of the Program

(1) Subjects: Participants will be divided into groups based on the results of a placement examination to be taken upon arrival in Japan and will attend classes. In some cases, the program may be conducted in two separate courses based on the number of participants and their Japanese language proficiency.

<Japanese Language>

Participants will take classes that aim to improve their proficiency using the Japanese language that will deepen their understanding of the Japanese language and culture. Participants will have a deeper understanding of their own culture and culture of other countries through interaction with their classmates.

<Japanese Language Teaching Methodology>

Participants will be able to reaffirm their basic knowledge of teaching methods that aims to improve their proficiency. In addition, participants will experience designing, conducting and reflecting on the Japanese language classes, which in turn will help them improve their classes when they return to their respective countries.

(Example of number of class hours per week)

	Subject	Hours
Sep-Nov	Japanese language	14~17
	Japanese language teaching methodology	3~6
Dec-Feb	Japanese language	14
	Japanese language teaching methodology	6

* In addition to the above, special classes and individual instruction are provided.

(2) Cultural programs (example)

Field trips, home-stay program, visits to local schools, cultural demonstrations of tea ceremony and other traditional arts, theatre excursions, etc.

Number of Participants (Reference)

41 out of 123 applications for FY 2017

Selection policy

(1) See p. 3 for the selection policy common to all programs.

(2) Screening will be made in line with the following criteria: need for Japanese language teaching programs in candidate's region/country, application from JF Nihongo Network (Sakura Network), candidate's Japanese language proficiency, teaching experience, teaching position (full-time or part-time) and influence in and out of the institution, etc.

Application Deadline

December 1, 2017

Results Notification

Late April 2018

3 (2) Short-Term Training Program for Teachers of the Japanese-Language (including the "Special quota for Teachers of the Japanese-Language for Japanese descendants")

Application Form: **NC-SJT**
Section in Charge: **Teachers Training Section, the Japan Foundation Japanese-Language Institute, Urawa**

This program is designed to provide teachers of the Japanese language in overseas organizations, who have more than two years of experience in teaching Japanese language, with an opportunity to improve their teaching methodology and Japanese language skills, and to cultivate their ability to understand other cultures.

Special quota for Teachers of the Japanese-Language for Japanese descendants is set for the Short-Term Training Program for Teachers of the Japanese-Language (Winter Course) aimed at Japanese language teachers of Japanese descendants who teach in Japanese language educational organizations for Japanese descendants in Central and South America.

Eligibility (*Please see p. 20 for the "Special quota for Teachers of the Japanese-Language for Japanese descendants")

Overseas educational organizations that provide Japanese language education.

Qualified Areas: Worldwide. *In China excluding Hong Kong and Macau, only higher educational institutions (university or graduate school) are applicable.

The following individuals are eligible to participate in the program:

- (1) Teachers who have an employment relationship with the applying organization where it is agreed that they will continue to work after completing this program. Individuals studying to become Japanese language teachers at the time of application are not eligible;
- (2) Individuals who are nationals of a country that has diplomatic relations with Japan;
 - * Taiwanese are eligible to apply for this program
- (3) Individuals who have not completed their compulsory education [nine years of elementary and junior high school] in Japan;
- (4) Individuals who are 55 years old or under as of December 1, 2017;
- (5) Individuals who are free from any mental or physical disabilities that would impede participation in the program.
- (6) Individuals with more than two years of experience in teaching the Japanese language as of December 1, 2017 (teaching practice and private lessons not included);
- (7) Individuals who have a proficiency in Japanese of Level N4 of the Japanese-Language Proficiency Test (JLPT), Level 3 of the old JLPT, or their equivalent at the time of application; and
- (8) Individuals who have not participated in a Japanese-language teacher training program conducted by the Japan Foundation (including the "Short-Term Training Program for Teachers of the Japanese Language") or any other academic institutions in Japan for more than 50 days during the period from April 2012 to December 1, 2017.
 - * Individuals who have taken the "Special Training Program for young teachers of the Japanese Language from East Asia" implemented as part of the "Japan-East Asia Network of Exchange for Students and Youth" (JENESYS) program are able to apply.
 - * The recipient of the "Japan Foundation Japanese-Language Institute Director's Award" of the "Long-Term Training Program for Teachers of the Japanese-Language" will be exempted from this restriction.

Course Venue

The Japan Foundation Japanese-Language Institute, Urawa (JFJLI, Urawa) (Saitama City, Saitama Prefecture)

Duration

Two courses will take place of two months each. (Please note that the Institute may be obliged to offer a course other than the candidate's desired course.)

- (1) Summer Course: June 26, 2018 - August 20, 2018 [tentative]
 - Without optional field trip: June 26, 2018 - August 16, 2018 [tentative]
- (2) Winter Course: January 9, 2019 - March 5, 2019 [tentative]
 - Without optional field trip: January 9, 2019 - March 1, 2019 [tentative]

Description of the Program

- (1) Subjects: Participants will be divided into two groups based on the result of a placement examination to be taken upon arrival in Japan. Each group will follow either course A or B.

Course A: This course will emphasize improvements in the participants' communication skills using Japanese. The Japanese language classes will aim to improve the Japanese language proficiency of participants enabling them to apply their language skills to various situations and topics. In the classes on teaching methodology, the participants will check basic content and study how to set concrete class objectives and classroom activities.

Course B: This course will emphasize improvements in the participants' specialized skills as teachers. The Japanese language classes will aim to improve the Japanese language proficiency of participants so that they are capable of more than daily conversation by acquiring complex linguistic skills (i.e., explanation, description, and argument). In the classes on teaching methodology, the participants will examine how to use the teaching methods in the participants' own classes, while introducing, arranging, and expanding basic knowledge of teaching methods through lectures and workshops.

(Example of total class hours)

	Course A	Course B
Japanese language	65-70 hours	50-55 hours
Japanese language teaching methodology	35-40 hours	50-55 hours
Japanese culture and society	25-30 hours	
Others (Placement examination, Instruction course on computers, etc.)	15-20 hours	

- (2) Visits to local schools, demonstrations of calligraphy and other traditional arts, theatre excursions, etc. Optional programs such as homestays and field trips are planned.

Number of Participants (Reference)

70 out of 221 applications for FY 2017

Selection policy

- (1) See p. 3 for the selection policy common to all programs.

- (2) Screenings will be made in line with the following criteria: need for Japanese language teaching programs in candidate's region/country, application from JF Nihongo Network (Sakura Network), candidate's Japanese language proficiency, teaching experience, teaching position (full-time or part-time) and influence in and out of the institution etc.

Application Deadline

December 1, 2017

Results Notification

Late April 2018

Special quota for Teachers of the Japanese-Language for Japanese descendants in the Short-Term Training Program for Teachers of the Japanese-Language (Winter Course)

Eligibility

Educational organizations for Japanese descendants that provide Japanese language education in qualified areas (Argentina, Bolivia, Brazil, Chile, Colombia, Cuba, Dominican Republic, Mexico, Paraguay, Peru, Uruguay, Venezuela).

The following individuals are eligible to participate in the program:

- (1) Teachers who have an employment relationship with the applying organization where it is agreed that they will continue to work after completing this program; Individuals studying to become Japanese language teachers at the time of application are not eligible;
- (2) Individuals who are Japanese nationals or nationals of the countries in the qualified areas, and residents of the same country;
- (3) Individuals who are Japanese immigrants or their offspring (in principle, up to the third generations);
- (4) Individuals who are 55 years old or under as of December 1, 2017;
- (5) Individuals who are free from any mental or physical disabilities that would impede participation in the program;
- (6) Individuals with more than one year of experience in teaching the Japanese language as of December 1, 2017 (teaching practice and private lessons not included);
- (7) Individuals who have a proficiency in Japanese of Level N4 in the Japanese-Language Proficiency Test (JLPT), Level 3 of the old JLPT, or their equivalent (please view the official website of the JLPT [<http://www.jlpt.jp/e/about/levelsummary.html>] to find the summary of linguistic competence required for each level); and
- (8) Individuals who have not participated in a Japanese language teacher training program conducted by the Japan Foundation (including the "Short-Term Training Program for Teachers of the Japanese Language") or any other academic institutions in Japan for more than 50 days during the period from April 2012 to December 1, 2017.

Course Venue, Duration, Description of the Program, Selection policy, Application Deadline and Results Notification

Please see p. 18-20 for the "Short-Term Training Program (Winter Course)."

Number of Participants (Reference)

2 out of 2 applications for FY 2017

3 (3) Training Program for Teachers of the Japanese-Language on a Specific Theme (1) Teaching Japanese grammar (2) Course Design

Application Form: **NC-TJT**
Section in Charge: **Teachers Training Section, the Japan Foundation Japanese-Language Institute, Urawa**

Training is provided on specific themes of (1) Teaching Japanese grammar and (2) Course Design in fiscal 2018, to deepen knowledge on theories and methodologies related to the theme and to improve educational capacity, with the aim of resolving issues in educational settings.

This program is targeted for teachers who are interested in the theory of Japanese language education. The participants are required to have the adequate Japanese language proficiency and experience in teaching Japanese language to learn through intensive lectures and discussions on Japanese language teaching methodology.

Both native and non-native speakers of Japanese may participate in this program.

Eligibility

Overseas educational organizations that provide Japanese language education.

The following individuals are eligible to participate in the program:

- (1) Individuals who have an employment relationship with the applying organization where it is agreed that they will continue to work after completing this program. Individuals studying to become Japanese language teachers at the time of application are not eligible;
- (2) Individuals who are Japanese nationals or nationals of a country that has diplomatic relations with Japan;
* Taiwanese are eligible to apply for this program
- (3) Individuals who are 55 years old or under as of December 1, 2017;
- (4) Individuals who are free from any mental or physical disabilities that would impede participation in the program;

- (5) Individuals with more than three years of experience in teaching the Japanese language as of December 1, 2017 (teaching practice and private lessons not included);
- (6) Individuals who have a proficiency in Japanese of Level N2 in the Japanese-Language Proficiency Test (JLPT), Level 2 of the old JLPT, or their equivalent;
- (7) Individuals who have not participated in a Japanese language teacher training program conducted by the Japan Foundation (including the "Short-Term Training Program for Teachers of the Japanese Language") or any other academic institutions in Japan for more than 50 days during the period from April, 2017 to March, 2018 (including plans to attend); and
- (8) Individuals who have not previously participated in the training program of the same specific theme of the "Training program for Teachers of the Japanese-Language on a Specific Theme" conducted by the Japan Foundation.

Course Venue

The Japan Foundation Japanese-Language Institute, Urawa (JFJLI, Urawa) (Saitama City, Saitama Prefecture)

Duration

(1) "Teaching Japanese grammar": May 29, 2018 - July 5, 2018 (tentative)

(2) "Course Design": November 6, 2018 - December 13, 2018 (tentative)

* The program may be cancelled if there are less than ten training participants.

Description of the Program

Theories and knowledge on Japanese language teaching methodologies and teaching techniques regarding a specific theme will be confirmed and shared, with the aim of improving the capacity of the participants to provide Japanese-language educational and of resolving problems in the Japanese course or classes.

(1) "Teaching Japanese grammar"

The aim of this program is to expand the knowledge and skills for teaching grammar. Participants will learn about various methods other than oral explanation; grammar lessons incorporating elements such as second language acquisition study and peer learning, to improve the practice of their own lessons.

(2) "Course Design"

Participants will learn the theories and methods necessary for course design with a focus on the consistency of goal, lesson and evaluation. In the first half of the course, participants will learn mainly the theories through the lecture and the workshop and in the latter half work on two practical trainings (task-accomplishing type of course design and revision of the Japanese language course design of their institution).

Number of Participants (Reference)

17 (10 for Course Design, 7 for Development of teaching materials) out of 36 for FY 2017

Selection policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Screening will be made in line with the following criteria: need for Japanese language teaching programs in candidate's region/country, application from JF Nihongo Network (Sakura Network), candidate's Japanese language proficiency, teaching experience, teaching position (full-time or part-time) and influence in and out of the institution, etc.
- (3) Preference will be given to applications from organizations in JF Nihongo Network (Sakura Network).

Application Deadline

December 1, 2017

Results Notification

Late March 2018

Remarks

* Candidates may apply to both "Teaching Japanese grammar" and "Course Design". However, candidates can only be allowed to participate in one theme at most.

3 (4) Project-based Training Program for Teachers of the Japanese-Language

Application Form: **NC-PJT**

Section in Charge: **Teachers Training Section, the Japan Foundation Japanese-Language Institute, Urawa**

Training is provided to Japanese language teachers who are independently engaged in projects to resolve problems or challenges they face such as the teaching materials or curriculum development, so that they can improve their specialist knowledge and techniques in order to complete their projects. Applications as a team are accepted to accomplish certain projects. However, only three persons from each team can participate in the program.

Both native and non-native speakers of Japanese may participate in this program.

Eligibility

Overseas educational organizations that provide Japanese language education. In case of a team application, the overseas educational

organization to which the team leader belongs in the event that teachers of the Japanese language from different institutions apply as a team.

The following individuals are eligible to participate in the program:

- (1) Individuals who have an employment relationship with the applying organization where it is agreed that they will continue to work after completing this program. In the case of a team application, it is not necessary for the members to belong to the same institution in the same country/region;
- (2) Individuals who are Japanese nationals or nationals of a country that has diplomatic relations with Japan;
* Taiwanese are eligible to apply for this program
- (3) Individuals who are 55 years old or under as of December 1, 2017;
- (4) Individuals who are free from any mental or physical disabilities that would impede participation in the program;
- (5) Individuals with more than five years of experience in teaching the Japanese language as of December 1, 2017 (teaching practice and private lessons not included);
- (6) Individuals who have a proficiency in Japanese of Level N1 in the Japanese-Language Proficiency Test (JLPT), Level 1 of the old JLPT, or their equivalent; and
- (7) Individuals who have not participated in a Japanese language teacher training program conducted by the Japan Foundation (including the "Short-Term Training Program for Teachers of the Japanese-Language" or "Project-based Training Program for Teachers of the Japanese-Language") or any other academic institutions in Japan for more than 50 days during the period from April 2017 to March 2018 (including plans to attend).

Course Venue

The Japan Foundation Japanese-Language Institute, Urawa (JFJLI, Urawa) (Saitama City, Saitama Prefecture)

Duration

Three to ten weeks during the period from June 1, 2018 to February 28, 2019.

* Participants can choose the starting date and duration. However, the starting date and duration other than the candidate's desired date and duration may be obliged to be offered depending on the project content and the availability of the Japanese-Language Institute, Urawa.

Description of the Program

Participants will carry out activities aimed at resolving issues while receiving special instruction in line with the project plan submitted during the application screening period.

Participants are requested to submit reports on the results of the training after the training's completion. It is expected that results are ultimately made public and published, in the form of a textbook, curriculum, or academic paper.

Number of Projects (Reference)

2 out of 9 Application Projects for FY 2017

Selection policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Screening will be made in line with the following criteria: feasibility of project, contribution of projects to the development or the resolution of issues of Japanese Language Education in the candidate's region/country, candidate's academic ability, need for Japanese language teaching programs in the candidate's region/country, application from JF Nihongo Network (Sakura Network), etc.

Application Deadline

December 1, 2017

Results Notification

Late April 2018

Remarks

* This training program is designed for teachers who are capable of working on project autonomously. For those who wish to enhance their knowledge of Japanese language education, prior participation in the training program on a specific theme or short-term training program is recommended.

4 Graduate Program in Japanese-Language and Culture (Master's Course)

Application Form: **NC-GP**
 Section in Charge: **Teachers Training Section, the Japan Foundation Japanese-Language Institute, Urawa**

This program is designed to provide teachers of the Japanese language working abroad and government officials who have experience in teaching the Japanese language abroad and are expected to be leaders of the academic world of Japanese language education in their own regions/countries, with an opportunity to obtain a Master's degree in Japanese language education.

This graduate program is offered by the following two institutions:

- (1) The Japan Foundation Japanese-Language Institute, Urawa (JFJLI, Urawa)
- (2) The National Graduate Institute for Policy Studies (GRIPS)

Eligibility

Individuals with a recommendation from a representative of the institution(s) with which the individuals are affiliated.

The following individuals are eligible to apply:

- (1) Teachers of the Japanese language belonging to institutions providing Japanese language education overseas or governmental organizations (e.g., Ministry of Education), or government officials who have taught the Japanese language in the past, can obtain approval from a representative of the institution(s) with which they are affiliated, to participate in the Japan Foundation program;
- (2) Individuals who hold a Bachelor's degree or its equivalent from an accredited university;
- (3) Individuals who are nationals of a country that has diplomatic relations with Japan;
 * Taiwanese are eligible to apply for this program
- (4) Individuals who have not completed their compulsory education (nine years of elementary and junior high school);
- (5) Individuals who are 44 years old or under as of April 1, 2018;
- (6) Individuals with more than two years of experience in teaching the Japanese language as of December 1, 2017 (private lessons and assistant teaching experience not included);
- (7) Individuals who have a proficiency in Japanese of Level N1 in the Japanese-Language Proficiency Test (JLPT), Level 1 of the old JLPT or their equivalent, or higher proficiency in Japanese (please view the official website of the JLPT [<http://www.jlpt.jp/e/about/levelsummary.html>] to find the summary of linguistic competence required for each level);
- (8) Individuals who have not participated in a Japanese language teacher training program conducted by the Japan Foundation or any other academic institutions in Japan for more than 50 days during the period from October 2017 to September 2018; and
- (9) Individuals who are expected to contribute to Japanese language education in their home region/country after completing the program.

Course Venues

The Japan Foundation Japanese-Language Institute, Urawa (JFJLI, Urawa) (Saitama-City, Saitama Prefecture)

For certain coursework: The National Graduate Institute for Policy Studies (GRIPS)

Duration

September 2018 - September 2019

Expense Coverage

- (1) Accommodations, meals during the program, insurance for sickness and injury during the training period.
- (2) Round-trip air tickets (discount economy class) to and from the nearest international airport from home residence, airport tax, foreign travel tax, set amount of in-kind allowances (to cover expenses necessary for participation in the program).

* On the occasion of training participation, he/she cannot visit Japan accompanied with family.

Curriculum Contents (example)

- (1) Japanese Language
- (2) Japanese Language Education
- (3) Japanese Society/Culture/Area Study
- (4) Special Theme Research

Degree

Individuals who have successfully completed the required units will be conferred a Master of Japanese Language and Culture or Master of Japanese Language Education by JFJLI, Urawa, and GRIPS.

Number of Participants (Reference)

3 out of 3 applications for FY 2017

Selection policy

- (1) See p. 3 for the selection policy common to all programs:
- (2) Screening will be made in line with the following criteria:
 - a) Need for graduate programs for teachers of the Japanese language in the applicant's region/country.
 - b) Applicant's teaching position, influence on the academic world of Japanese language education in the applicants' region/country

- c) Applicant's Japanese language proficiency, sufficient academic ability as a researcher to obtain a Master's degree, etc.
- (3) Preference will be given to applicants from regions and countries where it is difficult to obtain a Master's degree in Japanese Language Education at institutions of higher education (universities, etc.).
- (4) Preference will be given to applicants who have research plans which contribute greatly to the development of Japanese Language Education in their regions and countries.

Application Deadline

December 1, 2017

Notification of Results

Late April 2018

Remarks

*Candidates will be initially screened by their applications and supporting documents. Candidates satisfying the eligibility requirements for the program may be requested to present for an interview and take a written examination. The JFJLI/GRIPS admissions committee will make the final decision. The schedule and venue of interviews has yet to be finalized.

5 Program for Specialists in Cultural and Academic Fields

Division in Charge: **Educational Training Section, the Japan Foundation Japanese-Language Institute, Kansai** Application Form: **KC-G**

This program is designed to provide specialists (researchers, postgraduate students, librarians, museum curators, etc.) who need a good command of the Japanese language to conduct field work and research through an intensive residential training course on the Japanese language.

[Two-month course]

This course focuses on general Japanese language proficiency and aims to assist participants to improve speaking, listening, reading, and writing skills. There are also classes aimed to improve Japanese skills necessary to gather and output information for the participants' specialized work/research. The course also includes social events with the Japanese graduate school students, etc. Participants are required to make a presentation of their accomplishments of their activity and study during their stay in Japan at the end of the course.

Duration

From June 2018 to August 2018

[Six-month course]

The six-month course is a course where participants work on increasing their level of functional Japanese, and especially the required language abilities for conducting actual specialized work/research. During the training course, participants will independently conduct interviews with specialists in their field as well as plan their own trips to visit related facilities and, as they gather and understand research materials, they will be able to acquire the skills needed to exchange, collect, and report information in Japanese. The participants will need to independently plan their activities with an explicit theme. Participants are required to make a presentation of their accomplishments of their activity and study during their stay in Japan at the end of the course.

Duration

From October 2018 to April 2019

Eligibility

[Basic requirements common to both courses]

Individuals must fulfill the following to apply:

- (1) Individuals who fulfill A or B and need Japanese language proficiency to smoothly carry out their specialized work and research activities.
 - A. Individuals who fulfill at least one of the following requirements and have an employment relationship with the organization they are currently affiliated with, at the time of participation in the program. It is expected that participants will continue working in the aforementioned affiliated organization after completing this program.
 - a. Individuals who carry out research activities as teachers (professors, instructors, teaching assistants, etc.), researchers, etc., at institutions of advanced education, such as universities, research centers, or other research organizations outside Japan.
 - b. Individuals who are engaged in a job of specialized research work in public sector organizations, such as government agencies, think tanks, etc., outside Japan.
 - c. Individuals who are currently employed as full-time librarians by universities, colleges, other institutions of advanced education, academic research institutions, cultural exchange organizations, or public libraries.
 - d. Individuals who are full-time curators of museums outside Japan currently working for international exchange programs that concern Japan.

- B. Individuals who are officially registered as full-time students in a Master's or Doctoral course of a graduate school outside Japan at the time of participation in the program (excluding non-degree students)* and planning to write their Master's or Doctoral dissertation on a subject related to Japan and need to learn the Japanese language in order to carry out the research necessary to accomplish that purpose.
- (2) Individuals applying for this program must obtain the permission of the representative of their affiliated organization mentioned above.
 - (3) Individuals must be in a field of Japan-related social sciences or humanities.
 - (4) Individuals who are nationals of a country that has diplomatic relations with Japan.
*Taiwanese are eligible to apply for this program.
 - (5) Individuals who have not received compulsory education in Japan for more than three years.
 - (6) Individuals under the age of 40 as of December 1, 2017.
 - (7) Individuals in good physical and mental health.
 - (8) Individuals who have a proficiency in Japanese of Level N4 in the Japanese-Language Proficiency Test (JLPT), Level 3 of the old JLPT, or their equivalent (please view the official website of the JLPT [<http://www.jlpt.jp/e/about/levelsummary.html>] to find the summary of linguistic competence required for each level).
 - (9) Applicants must not have participated in Teacher Training Programs organized by the Japan Foundation Japanese-Language Institute, Urawa in the last five years as of December 1, 2017.
 - (10) Individuals who have never participated in the "Japanese Language Program for Librarians," "Japanese Language Program for Researchers and Postgraduate Students," or "Japanese Language Program for Specialists (in Cultural and Academic Fields)" organized by the Japan Foundation Japanese-Language Institute, Kansai.
 - (11) Individuals who are not scheduled to come to Japan for study or training under other programs, at the time of participation in the program.

[The special conditions of a two-month course]

- * On (1) B, concerning undergraduate students of universities and colleges that issue a Master's degree upon graduation, applicants will be considered to fulfill this requirement, if they are in the final year and their age is 22 or older as of December 1, 2017.

[The special conditions of a six-month course]

- * On (1), individuals who have a specific and detailed theme related to Japan in their study or work, and plan to make a presentation on the achievements.
- * On (3), Japanese language study and Japanese language education majors are excluded.
- * On (10), the applicants who have participated in a two-month or four-month program and it will be more than five years since their completion of the program as of December 1, 2017, the application can be considered to fulfill the above eligibility.

Course Venue

The Japan Foundation Japanese-Language Institute, Kansai (JFJLI, Kansai) (Tajiri-cho, Sennan-gun, Osaka, Japan)

Benefits

- (1) Accommodations, meals during the program, insurance for sickness and injury during the training period.
 - (2) For those who have nationality of, and will be residing in from the countries marked in the table of Appendix 2 (p. 44) upon the commencement of the program, the Japan Foundation will provide the followings. (However, those who do not reside in the above said countries upon application will not be applicable):
 - a) Round-trip air tickets (discount economy class) to and from the nearest international airport from home residence;
 - b) Airport tax, foreign travel tax;
 - c) Set amount of in-kind allowances (to cover expenses necessary for participation in the program);
- * Residents in China who hold a BNO or Hong Kong SAR passport, and Macau residents in China who hold a Macau SAR passport have to bear these expenses.
- * On the occasion of training participation, he/she cannot visit Japan accompanied with family.

Number of Participants (Reference)

36 out of 98 applications for FY 2017

- (1) Two-month course: 16 participants
- (2) Six-month course: 20 participants

Selection policy

- (1) See p. 3 for the selection policy common to all programs:
- (2) The criteria peculiar to this program is as follows: applicants' needs for Japanese language training and the possibility of improvement in their language skills, achievements in their specialized fields, expected achievements and ripple effects by participating in this program, possibility of success in their specialized fields.

Application Deadline

December 1, 2017

Notification of Results

Late April 2018

Remarks

- (1) This course is primarily a language course for participants requiring Japanese language proficiency for specialized work and research activities. Professional education in their specific areas of expertise is not included in the curriculum.
- (2) Participants must attend all classes and activities in the curriculum.

Japanese Studies Overseas and Intellectual Exchange

Contact Details: (1~4) Planning and Coordination/Americas Section, Japanese Studies and Intellectual Exchange Department.

Tel: 03-5369-6069 r_info@jpf.go.jp

(5~7) Center for Global Partnership

Tel: 03-5369-6072 cginfo@jpf.go.jp

1 Grant Program for International Exchange by Youth and Community Leaders

Application Form: **RIE-YE**
Section in Charge: **Japanese Studies and Intellectual Exchange Department**

This program supports international dialogue initiatives by local community groups and/or youth groups in Japan that lead to the development of next generation human resources for international intellectual exchange.

Eligibility

Non-profit organizations in Japan.

Eligible Area

Worldwide excluding the 10 ASEAN countries (Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, the Philippines, Singapore, Thailand and Vietnam), and Taiwan

Eligible Projects

International dialogues such as international conferences, seminars and workshops initiated by local groups and/or youth groups. Principal participants in the dialogues are either invited from overseas or sent from Japan to other countries.

*For arts and cultural projects (e.g., performing arts, workshops, and demonstrations) implemented overseas by dispatching artists and Japanese culture specialists from Japan, please see p. 8-9 for "Grant Program for Dispatching Artists and Cultural Specialists."

*For exchange projects with the 10 ASEAN countries, please see p. 35-36 for the "Grant Program for Enhancing People-to-People Exchanges."

Duration

Projects must be implemented and completed between July 1, 2018, and March 31, 2019.

Grant Coverage

Part of the travel costs (international air or ship fares, local transportation expenses, daily allowances and accommodation fees)

Number of Grants (Reference)

21 out of 58 applications for FY 2017

Selection Policy

(1) See p. 3 for the selection policy common to all programs.

(2) Higher priority will be given to projects that meet the following criteria:

- a) Projects that are actively organized by the local community, or contribute to the local community by disseminating information about the area and revitalizing it.
- b) Projects in which the youths themselves are major participants and take initiative in the planning and implementation.
- c) Projects that encourage proactive participation of overseas counterparts.
- d) Projects from which sustainable relationships among participants are likely to emerge.

(3) Lower priority will be given to the following projects:

- a) Projects that request the Japan Foundation to cover the full amount of all expenses.
- b) Projects based on existing partnerships, such as agreements between universities and sister institution relationships.
- c) Projects that are organized primarily as study tours or training tours.

Application Deadline

May 1, 2018

Notification of Results

July 2018

For projects that are scheduled to start in July 2018, please note that notification of results may be sent after the project has already started.

2 Grant Program for Intellectual Exchange Conferences

Application Form: **RIE-RC**
Section in Charge: **Japanese Studies and Intellectual Exchange Department**

This program provides grants to partially cover expenses for implementing international intellectual collaborative projects, such as international conferences. The program is designed to encourage the deepening of mutual understanding and establishment of closer relations between Japan and other countries through global intellectual exchange.

Eligibility

Non-profit organizations in Japan and overseas, excluding the 10 ASEAN countries (Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, the Philippines, Singapore, Thailand and Vietnam) and the U.S.

Eligible Area

Worldwide excluding the 10 ASEAN countries, the U.S. and Taiwan.

Eligible Projects

International intellectual collaborative dialogues such as international conferences, symposia, seminars, and workshops, where the themes must address to challenges that concern both Japan and other countries and participants from Japan must play a significant role in the dialogues.

- *Some examples of the eligible themes are aging population and low birth rate, environment and energy, influence of science and technology on society, cultural diversity and multiculturalism, democracy and governance, and role of culture in diplomacy and international relations. Themes that involve the sharing of information and experience gained from the Great East Japan Earthquake, disaster prevention, reconstruction and restoration, and community redevelopment are also eligible.
- *For art and cultural projects (e.g., performing arts, workshops, and demonstrations) implemented overseas by dispatching artists and Japanese culture specialists from Japan, please see p. 8–9 for the "Grant Program for Dispatching Artists and Cultural Specialists."
- *For intellectual exchange projects with the 10 ASEAN countries, please see p. 36–37 for the "Grant Program for Promotion of Cultural Collaboration."
- *For Policy-oriented U.S.-Japan Intellectual exchange projects, please see p. 32–33 for the "CGP Grant Program."

Duration

Projects must be implemented and completed between April 1, 2018, and March 31, 2019.

Grant Coverage

Part of the following expenses:

- (1) Travel expenses (international airfares and other transportation expenses, daily allowances and accommodation fees)
- (2) Honoraria (for presenters, lecturers, interpreters, etc.)
- (3) Other expenses (for venues, equipments, materials, public relations, etc.)

Number of Grants (Reference)

23 out of 77 applications for FY 2017

Selection Policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Applications will be selected by comprehensively assessing the theme, participating countries, participants of the applied project, and various other factors. Some criteria specified below may also be considered.
 - a) Is the project relevant to social interests and would its outcome be beneficial to society?
 - b) Are the participating nations appropriate for the chosen theme and objectives? (Applicable for projects involving two or multiple countries)
 - c) Does the project encourage the involvement of young participants, and contribute to the formation and expansion of new relational networks?
 - d) Does the project lead to the increase of Japan's intellectual international contributions? For instance, does it lead to the utilization of Japan's experience, knowledge or human resources?
- (3) Low priority will be given to:
 - a) Academic societies' conferences that take place periodically, mainly aiming for researchers' exchange within a specific field.
 - b) Projects for which total support is sought from the Japan Foundation.
 - c) Projects based on existing partnerships, such as agreements between universities and sister institution relationships.

Application Deadline

December 1, 2017

Notification of Results

April 2018

For projects that are scheduled to start in April 2018, please note that notification of results may be sent after the project has already started.

3 Grant Program for Japanese Studies Projects

Application Form: **RJS-KP**
 Section in Charge: **Japanese Studies and Intellectual Exchange Department**

This program is designed to promote Japanese studies overseas by providing grants toward various Japanese studies projects implemented by overseas organizations.

Eligibility

Overseas non-profit organizations such as academic institutions from university level upwards or research institutions that are implementing Japanese studies activities.

Eligible Projects

Projects must fall into any of the following four categories:

- (1) Research or conference on Japan; study or training in Japan; or publication that promotes and contributes to the development of Japanese studies;
- (2) Inviting scholars or researchers from Japan or third countries to deliver lectures on Japan;
- (3) Purchase of books and materials on Japanese studies;
- (4) Other relevant projects which would further promote and expand the horizon of Japanese studies.

*Commercial activities, arts and cultural activities, activities in support of specific doctrines or claims, and so forth are not eligible for this program.

Duration

Projects must be implemented and completed between April 1, 2018 and March 31, 2019.

Grant Coverage

Part of the following expenses:

- (1) Travel expenses (international airfares and other transportation expenses, daily allowances and accommodation fees);
- (2) Honoraria (for lecturers, collaborators, interpreters, etc.);
- (3) Meeting expenses (for venues, equipments, etc.);
- (4) Other expenses (for printing, materials, etc.).

Number of Grants (Reference)

34 out of 61 applications for FY 2017

Selection Policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Applications will be selected by comprehensively assessing the projects, including its contents, viability, relevance, efficiency, etc. The Japan Foundation also takes into account the regional and national distribution of its funding, and appropriates the distribution if need be.
- (3) Lower priority will be given to the projects based on existing partnerships, such as agreements between universities and sister institution relationships.

Application Deadline

December 1, 2017 (U.S. applicants: November 1, 2017)

Notification of Results

April 2018

For projects that are scheduled to start in April 2018, please note that notification of results may be sent after the project has already started.

4 Japan Foundation Japanese Studies Fellowship Program

Application Form: **RJS-FW**
Section in Charge: **Japanese Studies and Intellectual Exchange Department**

This program provides preeminent foreign scholars and researchers in the field of Japanese Studies with opportunities to conduct research in Japan, with the aim of supporting them and promoting Japanese Studies overseas. Experts in the fields of natural science, medical science, and engineering are excluded. There are three subcategories as follows.

[Scholars and Researchers (Long-Term)]

Applicants Scholars and researchers conducting research related to Japan (comparative research included) in the humanities and social sciences.

Duration 2 to 12 months

[Scholars and Researchers (Short-Term)]

Applicants Scholars and researchers conducting research related to Japan (comparative research included) in the humanities and social sciences, whose projects require them to travel to Japan to carry out research, gather materials, etc., intensively over a short period of time.

Duration 21 to 59 days

[Doctoral Candidates]

Applicants Ph.D. candidates, conducting research related to Japan (comparative research included) in the humanities and social sciences, who, in principle, have completed (or will have completed by the beginning of the fellowship) the necessary coursework, and find it necessary to visit Japan to complete their dissertations.

Duration 4 to 12 months

Eligibility

(1) All of the following criteria must be met:

- a) Applicant must be a national/permanent resident of a country that has diplomatic relations with Japan.
* Taiwanese applicants are eligible to apply for "Scholars and Researchers (Long-Term)" or "Doctoral Candidates."
- b) Previous recipients of a Japan Foundation fellowship (not only the Japanese Studies Fellowship but also all the other fellowships by the Japan Foundation) are eligible to reapply only if, on April 1, 2018, a full three years has elapsed since completing their most recent fellowships. However, previous "Scholars and Researchers (Short-Term)" fellows are eligible to reapply only if, on April 1, 2018, one full year has elapsed since completing their most recent fellowship.
- c) Applicants who have been in Japan continuously for more than a year dating back from April 1, 2018, are excluded.
- d) Applicants must have advanced proficiency in either Japanese or English to research and communicate.
- e) At the time of submitting an application, an advisor (to provide guidance) must be secured (except for "Scholars and Researchers (Short-Term)").

(2) The following individuals are not eligible to apply:

- a) Students undertaking a Masters course as well as undergraduates.
- b) Individuals undertaking basic training in the Japanese language, technical skills and development of Japanese-language teaching materials, as well as training in the fields of art and traditional culture (e.g., tea ceremony, flower arrangement, etc.).

Benefits

(1) Round-trip airfare (discount economy-class [most direct and economical route])

(2) Stipend and other allowances

Number of Fellowships (Reference)

84 out of 392 applications for FY 2017

Selection Policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) Applications from mid-career/younger researchers are especially welcome.
- (3) In selecting applications, some consideration will be given to regional/country/institutional balance.
- (4) Applicants who have received the Japan Foundation fellowships twice or more in the past will be given a much lower priority.

Application Deadline

December 1, 2017 (Applicants who hold U.S. citizenship or permanent residency: November 1, 2017)

Notification of Results

April 2018

5 Japan Outreach Initiative (JOI)

Section in Charge: **Center for Global Partnership**

This program is designed to dispatch Japanese individuals in the Southern and Midwestern regions of the U.S. for two years as outreach coordinators. Coordinators provide information about Japanese culture, society, everyday life, and language in local community settings and organize activities that foster interactions between the United States and Japan.

Example of Activities

- (1) Conducting presentations and activities on Japanese culture and society for schools, colleges, and the community.
- (2) Organizing or coordinating festivals based on a Japanese holiday, event, or custom.
- (3) Organizing or coordinating lectures or discussions on traditional and/or current Japanese culture and society.
- (4) Facilitating and developing exchange activities between the local community and Japan.

Eligibility

Eligible individuals must meet all the following criteria:

- (1) Japanese national;
- (2) Have a four-year college degree or higher;
- (3) Have a valid driver's license;
- (4) Have an excellent command of English to conduct activities;
- (5) Have basic computer skills (Word, Excel, etc.);
- (6) Physically and mentally healthy as well as be able to live and work in the U.S. throughout the two-year term;
- (7) Have an interest and motivation to actively participate in international cultural exchanges;
- (8) Attend the selection interview and orientation in Japan.

Duration

2 years (August 2018 to July 2020)

Benefits

A US\$1,280 monthly stipend, round-trip air tickets, housing, etc., are provided.

Number of Coordinators (Reference)

6 for FY 2017

Application Deadline

January 9, 2018

Notification of Results

Late March 2018

Remarks

This program is administered jointly by CGP and Laurasian Institution. All applications and inquiries should be directed to Laurasian Institution.

For further details, please contact: Laurasian Institution (Tokyo Office)

TEL: 03-3712-6176 FAX: 03-3712-8975

E-mail: joi@laurasian.org

URL: <http://www.laurasian.org/joi>

6 Abe Fellowship Program

Section in Charge: **Center for Global Partnership**

This program provides Japanese and American scholars and journalists with opportunities to conduct policy-relevant research to encourage international multidisciplinary research on topics of pressing global concern.

Eligibility

Applicants must fulfill the following criteria.

[Abe Fellowship]

- (1) Citizens of the U.S. and Japan as well as nationals of other countries who can demonstrate strong and serious long-term affiliations with research communities in the U.S. or Japan.
- (2) Applicants must hold a Ph.D. or the terminal degree in their field, or have attained an equivalent level of professional experience.

[Abe Fellowship for Journalists]

- (1) Applicants must be citizens or permanent residents of the U.S. or Japan.
- (2) Applicants must have at least five years of professional journalistic experience in newspapers, news magazines, wire services, and on-

line news organizations. Freelancers are also eligible.

Duration

[Abe Fellowship]

Three to twelve months. Fellowship tenure must begin between April 1 and December 31, 2018. Fellowship tenure need not be continuous, but must conclude within 24 months of initial activation of the Fellowship.

[Abe Fellowship for Journalists]

Six weeks. Fellowship tenure must begin between April 1 and December 31, 2018.

Benefits

[Abe Fellowship]

Research stipend and other allowances

Travel costs (international airfares and other transportation expenses)

Salary Replacement

[Abe Fellowship for Journalists]

Research stipend and other allowances

Travel costs (international airfares and other transportation expenses)

Number of Fellowships (Reference)

10 Abe Fellows and 4 Journalist Fellows for FY 2017

Selection Policy

Applications should be focused on policy-relevant and contemporary issues with a comparative or transnational perspective.

Application Deadline

[Abe Fellowship] September 1, 2017

[Abe Fellowship for Journalists] September 15, 2017

Notification of Results

Late March 2018

Remarks

This program is administered jointly by CGP and Social Science Research Council. All applications and inquiries should be directed to Social Science Research Council.

For further details, please contact: Social Science Research Council (in U.S.)

TEL: 212-377-2700 FAX: 212-377-2727

Email: abe@ssrc.org

URL: <https://www.ssrc.org/programs/view/abe-fellowship-program/>

7 CGP Grant Program

Section in Charge: **Center for Global Partnership**

This program supports a wide range of policy-oriented projects, which explore contemporary issues of global concern and issues common to the U.S. and Japan, jointly conducted by U.S. and Japanese institutions and supports projects aimed to promote the understanding of Japan at the local level, and to foster networks and capacity building to support U.S. - Japan exchange and outreach.

[A. Intellectual Exchange: Policy-Oriented Projects]

Eligibility

U.S. and Japanese institutions including universities, think tanks, and non-profit organizations

Eligible Projects

Projects should have a foundation in fostering dialogue and promoting partnerships between U.S. and Japan through the exploration of policy-oriented issues such as personal, societal, and international security, global and regional economic issues and societal trends and concerns.

[B. Grassroots Program: Education and Network-Strengthening]

Eligibility

Non-profit organizations in U.S. including universities, museums, Japanese gardens as well as outreach and community organizations with a Japan-related focus

Eligible Projects

Projects must fall into any of the following categories:

- (1) Establish networks in the field of U.S.-Japan exchange and outreach
- (2) Promote the capacity building and the program development

(3) Promote the understanding of contemporary issues/topics of Japan

Expense Coverage

- (1) Personnel & Honoraria
- (2) Travel
- (3) Per Diem (hotels and meals)
- (4) Conference Costs
- (5) Report & Publication Costs
- (6) Indirect costs (no more than 10% of the direct costs CGP supports)

Number of Grants (Reference)

10 out of 37 applications for FY 2017

Application Deadline

December 1, 2017

Results Notification

April, 2018

Strengthening Cultural Exchange in Asia

Contact Details: Asia Center
Tel: 03-5369-6025 acinfo@jpf.go.jp

1 (1) "NIHONGO Partners" Program

Section in Charge: Japanese Language Program Section II, Asia Center

This program dispatches "NIHONGO Partners" to secondary educational institutions in Asia, mainly 10 ASEAN countries in order to support the local Japanese language teachers and students. The "NIHONGO Partners" will support not only the educational activities of the local Japanese teachers but also aim to spread the charms of the Japanese language and cultures through their learning support and cultural activities inside and outside the classroom.

Through local activities and people-to-people exchanges, "NIHONGO Partners" themselves are also expected to deepen their understandings toward the language and cultures of the area or country where they stay, and serve as the bridge between Japan and Asia in the future.

Eligibility

Applicants must fulfill the following criteria.

- (1) Eager to understand the objectives of this program and aspire to serve as the bridge between Japan and the host country
- (2) Able to adapt to the local standard of living (housing, life-style, etc.)
- (3) Is between 20 and 69 years old, be of Japanese nationality, and be a Japanese native speaker
- (4) Able to engage in everyday conversation in English
- (5) Able to participate in all pre-departure training conducted by the Japan Foundation (approximately one month in duration)
- (6) Able to cooperate with the Japan Foundation on disseminating information about activities and publicize this program using SNS, website, and other media tools

*The above eligibility may differ according to the target area or country of dispatch.

Dispatch Areas

10 ASEAN countries and Taiwan

Coverage

Round-trip air ticket (discount economy class fares), travel expenses, living allowance, etc.

*Accommodation will be provided by the Japan Foundation.

Remarks

- (1) Once the details are available, the application instructions and application forms will be available on the Japan Foundation Asia Center's website.
- (2) Please note that the dispatch areas and duration of dispatch are tentative and subject to change.

1 (2) NIHONGO Partners in collaboration with Japanese Universities

Application Form: AC-IP
Section in Charge: Japanese Language Program Section II, Asia Center

This Program dispatches student interns as NIHONGO Partners in collaboration with Japanese universities to support local Japanese language teachers and students at institutions of higher education in Asia, primarily in 10 ASEAN countries. Interns will support not only the educational activities of the local Japanese language teachers and students but also aim to deepen communications and understandings between locals and Japanese.

Eligibility

Japanese universities, graduate schools or junior colleges, which have Japanese language teacher training courses (hereinafter called "collaborating universities")

Duration

Less than one year (return to Japan by the end of Japanese fiscal year)

Methods of Implementation

The Japan Foundation and the collaborating universities agree and sign a memorandum of understanding on details such as the destination, time, duration, and the number of interns.

Dispatch areas and Contents of Support

Dispatch areas and countries	10 ASEAN countries, China, and Taiwan
Dispatched Person	Japanese language natives majoring in Japanese education at universities in Japan
Contents of Support	<ul style="list-style-type: none"> · Round-trip air ticket (discount economy-class fare, including airport fees, etc) · Living allowance · Travel accident insurance cost *The above-mentioned items will be paid according to the Japan Foundation's regulations. *In order to support more students, the Japan Foundation asks applicants (e.g. universities and participating students) to pay a certain amount of expenses in accordance with the Japanese language teaching practice period.
Others	<ul style="list-style-type: none"> · The Japan Foundation does not cover food expense in principle. · Students are not allowed to obtain any scholarship or grant provided by Japanese government and/or Japanese government affiliated institutions other than this program.

Selection policy

- (1) See p. 3 for the selection policy common to all programs;
- (2) Screening will be made in line with the following criteria:
 - a) Role and contents of Japanese language teacher training courses in the collaborating universities (Higher priority will be given to projects that allows student interns to obtain credits);
 - b) Training system for student interns in the collaborating universities;
 - c) Specific outcome expected;
 - d) Coalitions with host-institutions;
 - e) Proper budget plan, including share of expense by the applicant (the collaborating university and the interns);
 - f) Proper outline of the internship, including enough period of practice teaching;
 - g) Promotion and enhancement of cultural exchange between Japanese-language learners and interns; and
 - h) Plan for introduction of Japanese culture during the internship.

Number of Support (Reference)

228 from 34 universities for FY 2017 (Overseas Internship Program of Japanese-Language Education ("NIHONGO Partners in collaboration with Japanese Universities"))

Application Deadline

December 1, 2017

Notification of Results

Late April, 2018

2 Grant Program for Enhancing People-to-People Exchange

Application Form: **AC-PP**
Section in Charge: **Arts, Culture and Exchange Section II, Asia Center**

This program is designed to expand the bases for exchange and to promote understanding and friendship among the people in Japan and other Asian countries, particularly ASEAN countries. Grants will be provided to successful exchange projects at grassroots and regional levels.

Eligibility

- (1) Applicants must:
 - a. Be organizations based in Japan.
 - b. *Not* be grantees of the first-round of applications (i.e. Grantees of the first-round cannot apply for the second round of the same fiscal year.)

*Grant programs are offered by the Japan Foundation's overseas offices in ASEAN countries. Please contact our offices in Cambodia, Indonesia, Laos, Malaysia, the Philippines, Thailand, and Vietnam for more information.

Eligible Projects

- (1) Project contents
 - a. Exchange projects at grassroots and regional levels which are to be implemented in ASEAN countries or in Japan.
 - b. Projects that involve two or more countries must involve ASEAN and Japan as its majority participants.

(2) Project duration

Projects that take place between April 1, 2018 and March 31, 2019.

Grant Coverage

Portions of the following categories can be covered by the grant.

- (1) Travel expense (international and domestic travel)
- (2) Accommodation
- (3) Venue and equipment use

Number of Grants (Reference)

16 out of 36 applications (for 1st round of FY2017)

Selection Policy

- (1) See p. 3 for the selection policy shared by all programs.
- (2) In addition to (1), applications will be screened according but not limited to the following points:
 - a. Concrete elements of collaboration that cross national boundaries
 - b. Potential for the development into new projects
 - c. Pioneering elements in the project's themes and contents
 - d. Expansion of grassroots and regional exchange
 - e. Contribution in further developing the bases for international cultural exchange by nurturing those who can lead such programs among Asian countries, and also building networks between Japan and ASEAN

Application Deadlines

[First round]: No later than December 1, 2017 for projects that take place between April 1, 2018 and March 31, 2019.

[Second round]: No later than June 1, 2018 for projects that take place between October 1, 2018 and March 31, 2019.

Notification of Results

[First round]: April 2018

For projects that are scheduled to start in April 2018, please note that notification of results may only be sent after the project has already started.

[Second round]: September 2018

3 Grant Program for Promotion of Cultural Collaboration

Application Form: **AC-CC**
Section in Charge: **Arts, Culture and Exchange Section II, Asia Center**

This program is designed to generate new cultures together within Asia. Grants are provided to successful collaborative projects conducted by organizations and professionals in Japan and ASEAN countries.

Eligibility

Applicants must be organizations based in ASEAN countries or Japan.

Eligible Projects

(1) Project contents

Applications of collaborative projects –the majority of which involve ASEAN and Japan participants– as well as projects that plan to disseminate their achievements are accepted. These projects must work on human resources development, network construction, strengthening of the bases of exchange, co-production and joint research initiatives, in the fields of culture and arts, sports, or intellectual exchange.

The projects must:

- a. Be a collaboration or mutual exchange between two or more countries.
- b. Involve at least one Japanese organization or individual.
- c. Generate a tangible and concrete output of its achievement.
- d. Have secured at least 30 % or more of the total project budget from organizations other than the Asia Center.

(2) Project duration

[First round]: Projects that start between April 1, 2018 and September 30, 2018, and which are expected to be completed within 12 months.

[Second round]: Projects that start between October 1, 2018 and March 31, 2019, and which are expected to be completed within 12 months.

Grant coverage

The grant will be provided to cover a portion of the expense from a maximum of three categories chosen from below.

- (1) Traveling expense (international and long-distance domestic travel) and accommodation
- (2) Venue and equipment use

- (3) Translation, interpretation and honoraria for lecturers
- (4) Preparation of materials, reports, PR materials, etc.
- (5) Carriage (baggage / freight)

Number of Grantees (Reference)

18 out of 47 applications (for 1st round of FY2017)

Selection Policy

- (1) See p. 3 for the selection policy common to all programs.
- (2) In addition to (1), applications will be screened according but not limited to the following points:
 - a. Clarity in objectives and goals of the project
 - b. Concrete methods and scheduling of human resources development, networking construction etc. that cross national boundaries
 - c. Wide dissemination of the project's achievements
 - d. Potential for the development into new projects
 - e. Pioneering elements in the project's themes and contents
 - f. Outcomes that have a lasting significance within the relevant field, rather than being a one-time event
 - g. Appropriate role and/or financial support by the collaborator(s) or cooperator(s)
- (3) Priority may be lowered for applications with high involvement by professionals/organizations from outside ASEAN countries or Japan.

Application Deadlines

[First round]: No later than December 1, 2017 for projects that start between April 1, 2018 and September 30, 2018.

[Second round]: No later than June 1, 2018 for projects that start between October 1, 2018 and March 31, 2019.

Notification of Results

[First round]: April 2018

For projects that are scheduled to start in April, please note that notification of results may be sent after the project has already started.

[Second round]: September 2018

4 The Asia Center Fellowship Program

Application Form: **AC-FS**
Section in Charge: **Arts, Culture and Exchange Section II, Asia Center**

This fellowship program is designed to encourage joint or cooperative projects that cross national cultural borders among individuals in a wide variety of fields. The fellowships will be offered to successful individuals who plan to pursue their research and activities outside their home countries and who seek to further develop their field(s).

Eligibility

Applicants must be:

A resident of ASEAN countries or Japan, and hold a nationality, citizenship, or permanent residency of ASEAN countries or Japan.

Eligible Projects

- (1) Eligible Fields
Projects in the fields such as arts and culture, academic and intellectual exchange, sports (e.g. visual arts, performing arts, film, video arts, architecture, protection and utilization of cultural heritages, sports, academic research (humanities and social sciences), media and journalism, arts management, cultural policies, and civil society activities).
- (2) Eligible countries
 - a. ASEAN countries and Japan.
 - b. Projects can be conducted in two or more countries.
 - c. Applicants outside Japan must include Japan as one of their activities sites.
 - d. Note: Activities/Projects that take place where the applicant holds nationality, citizenship, or permanent residency, or where the applicant currently resides, or where s/he is based in, are *NOT* eligible.
- (3) Fellowship Period
[First round]: Projects that start between June 1, 2018 and November 30, 2018
[Second round]: Projects that start between December 1, 2018 and May 31, 2019

Duration Categories

- (1) Short term: 21 days to 59 days
- (2) Long term: 60 days to 6 months

Grant Coverage

The following will be provided:

- (1) International airfare(s) (discount economy class)
- (2) Stipend

Number of Fellows (Reference)

10 (for 1st round of FY 2017)

Selection Policy

- (1) See p. 3 for the selection policy shared by all programs.
- (2) In addition to (1), applications will be screened according but not limited to the following points:
 - a. Clarity in mission and goals of the project
 - b. Concrete elements of collaborations that cross national boundaries
 - c. Wide dissemination of the fellowship's achievements after its completion
 - d. Necessity of on-site residence according to the project plan
 - e. Specificity, reasonableness, and efficiency of the project plan and likelihood of achieving the goals within the period and schedules proposed in the application
 - f. Applicant's sufficient prior achievements in relevant fields and recognition that proposed activities are an extension of previous work and achievements
 - g. Potential for development into new projects in related field or theme
 - h. Contributions to the development and the building of platform(s) in the relevant fields through the achievements and networks gained from the Fellowship

Application Deadlines

[First round] No later than December 1, 2017 for projects that start between June 1, 2018 and November 30, 2018.

[Second round] No later than June 1, 2018 for projects that start between December 1, 2018 and May 31, 2019.

Notification of Results

[First round] April 2018

[Second round] September 2018

Other

1 Use of the Name of the Japan Foundation as a Supporter

Application Form: **IC-NS**Section in Charge: **The section most closely related to the contents of the proposed project (General inquiries: Japan Foundation Communication Center)**

The Japan Foundation supports cultural projects that contribute to the promotion of international cultural exchange, by granting the use of its name as a supporter. The projects should accord with the objectives of the Japan Foundation's activities. Application form (IC-NS) and attachments should be received at least four weeks prior to the beginning date of the proposed project.

2 Designated Donations Program

Section in Charge: **Budget and Finance Division**

The Japan Foundation receives donations to support an international cultural exchange project from domestic corporations and individuals, and then provides the amount as a grant for the designated project. Since the Japan Foundation is authorized as a Designated Public Benefit Organization or Tokutei Koeki Zoshin Hojin in Japanese tax laws, the corporations and individuals who make a donation to the Japan Foundation are eligible to receive tax benefits for their donations.

Note

(1) Donations, projects, donation proposal submitters, donors and grantees need to fulfill prescribed requirements.

※Please note that, from FY 2016, the lower limit of the amount of Designated Donation proposal is set and the certainty of receiving donation is checked at the time of proposal.

For details of this program including these requirements, please refer to the guidelines on our website (<http://www.jpf.go.jp/e/about/donation/program/index.html>), or the Budget and Finance Division can send details by post on request.

(2) After reading through the guidelines, please contact the Budget and Finance Division directly and confirm the eligibility, requirements, etc., prior to submitting a draft proposal.

(3) The acceptability of donations shall be decided after referring to the Screening Committee (consisting of outside specialists).

(4) The Japan Foundation does not raise donations for, nor introduce or mediate donors to, any specific project.

Deadlines of Draft Proposal, Final Proposal and Timing of Notices of Results

[1st screening round of FY 2018]

Deadline of Draft Proposal: April 2, 2018

Deadline of Final Proposal: May 1, 2018

Timing of notices of results: Late June 2018

[2nd screening round of FY 2018]

Deadline of Draft Proposal: September 3, 2018

Deadline of Final Proposal: October 1, 2018

Timing of notices of results: Late November 2018

*Please note that from FY 2016 the number of the screening rounds is reduced from 3 to 2.

*For detailed information about the application deadlines after FY 2019, please contact the Budget and Finance Division.

*Draft proposal must be submitted one month prior to the proposal deadlines.

The Japan Foundation Offices

◆The Japan Foundation Domestic Offices

(As of September 2017)

The Japan Foundation Headquarters

4-4-1 Yotsuya, Shinjuku-ku Tokyo 160-0004, Japan

<http://www.jpf.go.jp/e/> Tel: 81-3-5369-6075 Fax: 81-3-5369-6044 (Communication Center)

The Japan Foundation Japanese-Language Institute, Urawa

5-6-36 Kita-Urawa, Urawa-ku, Saitama City, Saitama 330-0074, Japan

<http://www.jpf.go.jp/e/urawa/> Tel: 81-48-834-1180 Fax: 81-48-834-1170

The Japan Foundation Japanese-Language Institute, Kansai

3-14 Rinku Port Kita, Tajiri-cho, Sennan-gun, Osaka 598-0093, Japan

http://www.jfk.jp/index_en Tel: 81-72-490-2600 Fax: 81-72-490-2800

Kyoto Office

3rd Floor, Kyoto International Community House 2-1, Torii-cho, Awataguchi, Sakyo-ku Kyoto, 606-8436, Japan

Tel: 81-75-762-1136 Fax: 81-75-762-1137

Contact Details (within Japan)

*Prospective applicants outside Japan should contact the nearest Japan Foundation office, or the nearest Embassy or Consulate-General of Japan when there is no regional Japan Foundation office in the country.

Arts and Cultural Exchange

Arts and Culture Dept.

Fax: 03-5369-6038

Planning and Coordination Section

Tel: 03-5369-6026

E-mail: arts@jpf.go.jp

Japanese-Language Education Overseas

Japanese Language Dept.

Fax: 03-5369-6040

Planning and Coordination Section

Tel: 03-5369-6066

E-mail: nihongo_info@jpf.go.jp

Teachers Training Section

Fax: 048-834-1170

E-mail: urawakenshu@jpf.go.jp

Japanese-Language Institute, Urawa

Tel: 048-834-1181~2

Educational Training Section

Fax: 072-490-2801

E-mail: jpf-kansai@jpf.go.jp

Japanese-Language Institute, Kansai

Tel: 072-490-2601~2

Japanese Studies Overseas and Intellectual Exchange

Japanese Studies and Intellectual Exchange Dept.

Fax: 03-5369-6041

Planning and Coordination/Americas Section

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E-mail: r_info@jpf.go.jp

Center for Global Partnership (CGP)

Fax: 03-5369-6042

E-mail: cgpinfo@jpf.go.jp

Tel: 03-5369-6072

Strengthening Cultural Exchange in Asia

Asia Center

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Japanese Language Program Section II

Tel: 03-5369-6136

E-mail: nihongopartners@jpf.go.jp

Arts, Culture and Exchange Section II

Tel: 03-5369-6025

E-mail: jfac-gf@jpf.go.jp

Other

Japan Foundation Communication Center

Fax: 03-5369-6044

E-mail: jf-toiawase@jpf.go.jp

Tel: 03-5369-6075

Financial Affairs Dept.

Fax: 03-5369-6034

Budget and Finance Div

Tel: 03-5369-6054

E-mail: kifu@jpf.go.jp

◆ The Japan Foundation Overseas Offices

Korea	<p>The Japan Foundation, Seoul Office Bldg. 2F & 4F, Twin City Namsan, 366 Hangang-daero, Yongsan-gu, Seoul 04323 Korea http://www.jpf.or.kr/ Enquiry form: http://www.jpf.or.kr/index/s6/s6_5.php * The Japan Foundation, Seoul moved to this address in March 2017. Please confirm the address well in case of submitting applications.</p>	<p>(TEL) 82-2-397-2820 (FAX) 82-2-397-2830</p>
China	<p>The Japan Foundation, Beijing #301, 3F SK Tower Beijing, No. 6 Jia Jianguomenwai Avenue, Chaoyang District, Beijing, 100022, China http://www.jpfbj.cn/ E-mail: jpfbj@jpfbj.cn</p>	<p>(TEL) 86-10-8567-9511 (FAX) 86-10-8567-9075</p>
Indonesia	<p>The Japan Foundation, Jakarta Summitmas I, 2-3F Jalan Jenderal Sudirman, Kav. 61-62 Jakarta Selatan 12190, Indonesia http://www.jpf.or.id/ E-mail: pkj@jpf.or.id</p>	<p>(TEL) 62-21-520-1266 (FAX) 62-21-525-1750</p>
Thailand	<p>The Japan Foundation, Bangkok Serm-Mit Tower, 10F 159 Sukhumvit 21 (Asoke Road), Bangkok 10110, Thailand http://www.jfbkk.or.th/</p>	<p>(TEL) 66-2-260-8560~8564 (FAX) 66-2-260-8565</p>
Philippines	<p>The Japan Foundation, Manila 23F, Pacific Star Bldg., Sen. Gil. J. Puyat Avenue, corner Makati Avenue, Makati City, Metro Manila 1226, Philippines http://www.jfmo.org.ph/ E-mail: email@jfmo.org.ph</p>	<p>(TEL) 63-2-811-6155~6158 (FAX) 63-2-811-6153</p>
Vietnam	<p>The Japan Foundation Center for Cultural Exchange in Vietnam No. 27 Quang Trung Street, Hoan Kiem District, Hanoi, Vietnam http://www.jpf.org.vn/ E-mail: jpfhanoi@jpf.org.vn</p>	<p>(TEL) 84-4-3944-7419/7420 (FAX) 84-4-3944-7418</p>
Malaysia	<p>The Japan Foundation, Kuala Lumpur 18th Floor, Northpoint Block B, Mid-Valley City, No.1, Medan Syed Putra, 59200, Kuala Lumpur, Malaysia http://www.jfkl.org.my/ E-mail: jfcc@jfkl.org.my</p>	<p>(TEL) 60-3-2284-6228 (FAX) 60-3-2287-5859</p>
Cambodia	<p>The Japan Foundation Asia Center, Phnom Penh Liaison Office #22, Hotel Cambodiana, 313 Sisowath Quay, Phnom Penh, Kingdom of Cambodia E-mail: info@jfphn.org</p>	<p>(TEL) 855-23-21-4581 (FAX) 855-23-21-4582</p>
Laos	<p>The Japan Foundation Asia Center, Vientiane Liaison Office ANZ BANK Building 3rd Floor, 33 Lane Xang Avenue, Ban Hatsady, Chantabouly District, Vientiane, Lao PDR E-mail: info@jfacvt.la</p>	<p>(TEL) 856-21-240-280 (FAX) 856-21-240-281</p>
India	<p>The Japan Foundation, New Delhi 5-A, Ring Road, Lajpat Nagar-IV, New Delhi, 110024, India http://www.jfindia.org.in/ E-mail: query@jfindia.org.in</p>	<p>(TEL) 91-11-2644-2967/2968 (FAX) 91-11-2644-2973</p>
Australia	<p>The Japan Foundation, Sydney Level 4, Central Park 28 Broadway, Chippendale, NSW 2008, Australia http://www.jpf.org.au/</p>	<p>(TEL) 61-2-8239-0055</p>

Canada	<p>The Japan Foundation, Toronto 2 Bloor Street East, Suite 300, PO Box 130, Toronto, Ontario, M4W 1A8, Canada http://www.jftor.org/ E-mail: info@jftor.org</p>	(TEL) 1-416-966-1600 (FAX) 1-416-966-9773
U.S.A.	<p>The Japan Foundation, New York 1700 Broadway, 15th Floor, New York, New York 10019, U.S.A. http://www.jfny.org/ E-mail: info@jfny.org</p> <p>The Japan Foundation Center for Global Partnership NY 1700 Broadway, 15th Floor, New York, New York 10019, U.S.A. http://www.cgp.org/</p> <p>The Japan Foundation, Los Angeles 5700 Wilshire Boulevard, Suite 100, Los Angeles, CA 90036, U.S.A. http://www.jflalc.org/ E-mail: jflainfo@jflalc.org</p>	(TEL) 1-212-489-0299 (FAX) 1-212-489-0409 (TEL) 1-212-489-1255 (FAX) 1-212-489-1344 (TEL) 1-323-761-7510 (FAX) 1-323-761-7517
Mexico	<p>The Japan Foundation, Mexico Av. Ejército Nacional No. 418, Int. 207, Col. Polanco V sección, C.P. 11560, CDMX, México http://www.fjmex.org/ E-mail: fundacionjapon@fjmex.org</p>	(TEL) 52-55-5254-8506 (FAX) 52-55-5254-8521
Brazil	<p>The Japan Foundation, São Paulo Avenida Paulista 52, 3º andar Paraíso CEP 01310-900, São Paulo, SP, Brasil http://www.fjisp.org.br/ E-mail: jpn@fjisp.org.br * The Japan Foundation, São Paulo moved to this address in April 2017. Please confirm the address well in case of submitting applications.</p>	(TEL) 55-11-3141-0843/0110 (FAX) 55-11-3266-3562
Italy	<p>Istituto Giapponese di Cultura (The Japan Cultural Institute in Rome (The Japan Foundation)) Via Antonio Gramsci 74, 00197 Roma, Italy http://www.jfroma.it/ E-mail: info@jfroma.it</p>	(TEL) 39-06-322-4754/4794 (FAX) 39-06-322-2165
U.K.	<p>The Japan Foundation, London 1st floor Lion Court, 25 Procter Street, London, WC1V 6NY United Kingdom http://www.jpof.org.uk/ E-mail: info@jpof.org.uk</p>	(TEL) 44-20-3102-5020/5021 (FAX) 44-20-3102-5022
Spain	<p>Fundación Japón, Madrid (The Japan Foundation, Madrid) 2a planta del Palacio Cañete, Calle Mayor, 69 28013 Madrid, Spain http://www.fundacionjapon.es/ E-mail: info@fundacionjapon.es * The Japan Foundation, Madrid moved to this address in February 2016. Please confirm the address well in case of submitting applications.</p>	(TEL) 34-91-310-1538 (FAX) 34-91-308-7314
Germany	<p>Japanisches Kulturinstitut Köln (The Japan Cultural Institute in Cologne (The Japan Foundation)) Universitätsstrasse 98, 50674 Köln, Germany http://www.jki.de/ E-mail: jfco@jki.de</p>	(TEL) 49-221-9405580 (FAX) 49-221-9405589

France	Maison de la culture du Japon à Paris (The Japan Cultural Institute in Paris (The Japan Foundation)) 101 bis, quai Branly, 75740 Paris Cedex 15, France http://www.mcjp.fr/ E-mail: contact@mcjp.asso.fr	(TEL) 33-1-4437-9500 (FAX) 33-1-4437-9515
Hungary	The Japan Foundation, Budapest Oktogon Ház 2F, 1062 Budapest, Aradi utca 8-10, Hungary http://www.japanalapitvany.hu/en/home E-mail: info@japanalapitvany.hu	(TEL) 36-1-214-0775/0776 (FAX) 36-1-214-0778
Russia	The Japanese Culture Department "Japan Foundation" of the All-Russia State Library for Foreign Literature 4th Floor, Nikoloyamskaya Street, 1, Moscow, Russian Federation, 109189 http://www.jpfmw.ru/ E-mail: info@jpfmw.org	(TEL) 7-495-626-5583/5585 (FAX) 7-495-626-5568
Egypt	The Japan Foundation, Cairo 5th Floor, Cairo Center Building, 106 Kasr Al-Aini Street, Garden City, Cairo, Arab Republic of Egypt http://www.jfcairo.org/ E-mail: info@jfcairo.org	(TEL) 20-2-2794-9431/9719 (FAX) 20-2-2794-9085

Japan-Taiwan Exchange Association, Japan

Tokyo Headquarters	7th Floor, Aobaroppongi Bldg., 3-16-33, Roppongi, Minato-ku, Tokyo 106-0032 http://www.koryu.or.jp/ E-mail: iaj_center@koryu.or.jp	(TEL) 81-3-5573-2600 (FAX) 81-3-5573-2601
Taipei office	Tung Tai BLD., 28 Ching Cheng st., Taipei 10547 http://www.koryu.or.jp/taipei/ E-mail: info@mail.japan-taipei.org.tw	(TEL) 886-2-2713-8000 (FAX) 886-2-2713-8787

Table: List of Applicable Areas and Countries in the Japan Foundation Programs (as of September 2017)

East Asia	People's Republic of China, Hong Kong, Japan, Republic of Korea, Macau, Mongolia, Taiwan
Southeast Asia	Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, Philippines, Singapore, Thailand, Timor-Leste, Vietnam
South Asia	Bangladesh, Bhutan, India, Maldives, Nepal, Pakistan, Sri Lanka
Oceania	Australia, Cook Islands, Fiji, Kiribati, Marshall, Micronesia, Nauru, New Zealand, Niue, Palau, Papua New Guinea, Samoa, Solomon, Tonga, Tuvalu, Vanuatu
North America	Canada, United States of America
Central America	Antigua and Barbuda, The Bahamas, Barbados, Belize, Costa Rica, Cuba, Dominica, Dominican Republic, El Salvador, Grenada, Guatemala, Haiti, Honduras, Jamaica, Mexico, Nicaragua, Panama, Saint Christopher and Nevis, Saint Lucia, Saint Vincent and the Grenadines, Trinidad and Tobago
South America	Argentina, Bolivia, Brazil, Chile, Colombia, Ecuador, Guyana, Paraguay, Peru, Suriname, Uruguay, Venezuela
Western Europe	Andorra, Austria, Belgium, Cyprus, Denmark, Finland, France, Germany, Greece, Iceland, Ireland, Italy, Liechtenstein, Luxembourg, Malta, Monaco, Netherlands, Norway, Portugal, San Marino, Spain, Sweden, Switzerland, United Kingdom, Vatican
Eastern Europe	Albania, Armenia, Azerbaijan, Belarus, Bosnia and Herzegovina, Bulgaria, Croatia, Czech Republic, Estonia, Georgia, Hungary, Kazakhstan, Kyrgyz Republic, Kosovo, Latvia, Lithuania, Former Yugoslav Republic of Macedonia, Moldova, Montenegro, Poland, Romania, Russia, Serbia, Slovakia, Slovenia, Tajikistan, Turkmenistan, Ukraine, Uzbekistan
Middle East	Afghanistan, Bahrain, Iran, Iraq, Israel, Jordan, Kuwait, Lebanon, Oman, Palestinian Interim Self-Government Authority, Qatar, Saudi Arabia, Syria, Turkey, United Arab Emirates, Yemen
North Africa	Algeria, Egypt, Libya, Morocco, Sudan, Tunisia
Africa	Angola, Benin, Botswana, Burkina Faso, Burundi, Cameroon, Cape Verde, Central Africa, Chad, Comoros, Democratic Republic of the Congo, Republic of Congo, Cote d'Ivoire, Djibouti, Equatorial Guinea, Eritrea, Ethiopia, Gabon, The Gambia, Ghana, Guinea, Guinea-Bissau, Kenya, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mauritius, Mozambique, Namibia, Niger, Nigeria, Rwanda, Sao Tome and Principe, Senegal, Seychelles, Sierra Leone, Somalia, Republic of South Africa, South Sudan, Swaziland, Tanzania, Togo, Uganda, Zambia, Zimbabwe

The country and area where the Japan Foundation will provide round-trip air tickets, airport tax, foreign travel tax and set amount of in-kind allowances, in "Program for Specialists in Cultural and Academic Fields." (p. 24-26):

The country and area where the Japan Foundation will provide round-trip air tickets, airport tax, foreign travel tax and set amount of in-kind allowances, in "Training Program for Teachers of the Japanese-Language (Long-Term/Short-Term/Specific Theme/Project-based)." (p. 16-22): and

The Japan Foundation

Program Guidelines

Fiscal Year 2018

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The Japan Foundation

4-4-1 Yotsuya, Shinjuku-ku, Tokyo 160-0004, Japan



國際交流基金