

THE SUMITOMO FOUNDATION
FY2024 GRANT FOR
JAPAN-RELATED RESEARCH PROJECTS
Application Guide

The Sumitomo Foundation is proud to solicit applications for FY2024 Grant for Japan-Related Research Projects in accordance with the following terms and conditions:

I . Purpose of the Program:

The program aims at enhancing **mutual understanding** between Asian countries and Japan through promoting research projects in the field of the social sciences or humanities that are related to Japan.

II . Eligible Projects

1. Areas of Research

Any research project that is related to Japan, mainly in the field of social sciences or humanities.

Notes:

(1) The following projects are not eligible:

-Research projects for profit making or those conceivably conducive to profit making.

-Contracted research projects for a third party.

-Research projects which have been already substantially completed

(2) This grant is not a scholarship, a fellowship or a grant for publication of research results alone.

2. Type of Research

Individual or collaborative research.

3. Qualifications of Applicant

The applicant must:

(1) be a researcher of Asian (non-Japanese) nationality

(2) be living outside Japan during the grant period. (Please do not apply if you intend to stay in Japan for more than six months during the grant period as a student, visiting professor, etc.)

(3) take personal responsibilities for conducting the proposed research project.

4. Applicable Expenses

Direct expenses for the proposed research (See the list of “Categories for Applicable Expenses” on “Procedure & Instruction for Application”).

Please note that the following expenses are **not applicable**:

(1) Remuneration for services rendered by the applicant and/or collaborator(s)
(The term “collaborator(s)” here refers to any

researcher(s) who carries(y) out the proposed research in collaboration with the applicant and be considered co-author(s) when the results of said research are published.)

- (2) Administrative expenses of universities, research institutes, or other organizations to which the applicant and/or collaborator(s) belong
- (3) Expenses for procurement of any instrument, apparatus or equipment for general use such as PC, Server, Printer, Camera and so on
- (4) Food and Beverage

III. Outline of this Grant

1. Budget Total: JPY50 million

2. Grant Currency: JPY or USD

3. Grant Amount for Each Project: Maximum JPY2.0 million
(in case of USD, equivalent to JPY2.0 million)

4. Number of Projects: Approximately 70

5. Grant Period:

One year (April 2025 through March 2026), **but can be extended to total two years maximum** if required with specific reason after starting research subject to the approval of The Sumitomo Foundation.

6. Duties of Applicants (as Grantees):

The applicant is required to agree on and follow the provisions stipulated in The Sumitomo Foundation’s standard “Memorandum of Understanding” once their application for the grant is approved by the Board of Directors of The Sumitomo Foundation.

The summary of provisions is as follows:

- (1) Memorandum of Understanding should be concluded between The Applicant and The Sumitomo Foundation.
- (2) Any approval necessary for receiving funds from this grant and conducting the proposed research (e.g. permission for the applicant to depart from its country and enter and stay in Japan) should be obtained from the applicant’s and other applicable governments.
- (3) The funds from this grant shall only be spent for the items listed in “Categories for Applicable Expenses”.
- (4) Written reports on research results and on a final accounting of funds spent shall be submitted to The Sumitomo Foundation when the grant period has expired.

- (5) When a thesis or any similar document is to be published based on the results of proposed research, it is required to clearly mention on such published material that the research was made possible by this grant from The Sumitomo Foundation. One set of photocopies of the material needs to be submitted to The Sumitomo Foundation.
- (6) Any grantee of this grant shall agree that The Sumitomo Foundation may, at its discretion, reprint any of the material described above.

IV. Selection and Approval of Eligible Projects

Applications for this grant will be evaluated for selection by the Selection Committee of The Sumitomo Foundation. The Board of Directors of The Sumitomo Foundation, scheduled to meet in March 2025, will give the final approval to the selection of the projects eligible for this grant. Results of the selection will be notified to the applicants by email.

[Main Evaluation Criteria]

Eligibility (If criterion of mutual understanding is met), Feasibility, Suitability etc.

Notes:

- (1) The amount of grant applied for may be reduced as a result of the evaluation by the Selection Committee.
- (2) The Sumitomo Foundation may not reply to any inquiries regarding the reasons for selection/rejection of the proposals.
- (3) The Sumitomo Foundation's staff may make inquiries to applicants concerning the applications during the evaluation process, if necessary.

V. Procedure for Application

1. The application procedure will be on the website system. Applicants should access to the website of The Sumitomo Foundation, referring to "Procedure & Instruction for Application" for the procedure of registration.

The following application documents shall be submitted through the website.

- (1) Application Form (download from the website)
- (2) Letter of Recommendation, free-form, in Japanese or English from a person who knows well the applicant, with an academic background regarding the proposed research, the applicant

*Letter of Recommendation shall be signed or sealed, using the letter head of the organization which the recommender belongs to.

Letter of Recommendation issued by the collaborator involved in this application shall not be acceptable.

After receipt of the application documents, the registration number is informed to the applicant through email.

Notes:

- (1) The personal information provided in the application is to be used strictly for the purposes of selection as well as notification of the results of evaluation to the applicants. The applicants will be asked to show their consent on the website to The Foundation's policy of the protection of personal information. Please note, however, that the name of grantees (successful applicants), their affiliation, title, theme of research project and grant amount will be announced to the public in due course.
- (2) Neither the application document nor other material submitted will be returned to the applicant.
- (3) Unless the applicant receives the registration number within one day after the application sent through online, the applicant has to inquire to The Sumitomo Foundation by email, or the registration would be regarded as failed.
- (4) The Sumitomo Foundation does not assume any responsibility for non-delivered applications.

VI. Deadline

The application must be sent through the website **no later than 17:00 (JST) October 31 (Thursday), 2024.**

Other details of the application shall be followed "Procedure & Instruction for Application"

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