

1. TITLE OF RESEARCH PROJECT/PROGRAM

2. APPLICANT

Name (Individual/Group leader)

Title: Mr ☐ Ms ☐ Dr ☐ Other:

Last : First: Middle:

Birth Date:

Organization (the applicant belongs to)

Name:

Applicant's position:

Address:

Country:

Telephone:

Mobile:

Facsimile:

E-mail:

Residence:

Address:

Telephone:

Address preferred for mailings: Organization ☐ Residence ☐

Contact Person (If different from the applicant)

Name: Last: First:

Title: Mr ☐ Ms ☐ Dr ☐ Other:

Organization (he/she belongs to):

Person's position:

Address:

Telephone: Mobile:

Facsimile: E-mail:

3. PROJECT DETAILS

◆Grant amount requested (in U.S. dollars or in Japanese yen)

*Maximum amount: 5million JPY

☐ US\$

☐ JPY

◆Project Summary (maximum 120 words)

◆Background and Reasons for Application

*Include achievements to date, if any, that you or the organization have made on this project.

◆Publication and Implementation Plan of Project Results

*Describe specifically when and how the project result(s) will be publicized (e.g. broadcasting published material, academic conference).

*Describe material(s) to be submitted to the JRF along with the Final Report.

Enter information inside the boxes. Do not alter the size of the boxes.

◆Project Activities and Methodology *Provide detailed information in consecutive order on how you will implement this project. Explain your methodology and concept by drawing a diagram if it makes the description more clarifying.

SAMPLE

Enter information inside the boxes. Do not alter the size of the boxes.

◆Project Schedule (April 2026 - March 2027) *Place each of the items provided in the "Project Activities and Methodology" into the appropriate month(s).

APR :
MAY :
JUN :
JUL :
AUG :
SEPT :
OCT :
NOV :
DEC :
JAN :
FEB :
MAR :

4. Applicant's Resume

◆Educational Background

(School)
(Major)
(Degree) (Year Obtained)

◆Professional experience

Term (MM/YYYY - MM/YYYY)	Organization / Position

◆Major Achievements (Books/Articles published, etc.)

◆Organization Profile

Name:
Year of foundation: Annual budget:
Major activities and achievements:

5. Collaborator(s)

Name	Organization / Position
[1]	
[2]	
[3]	
[4]	
[5]	

6. Collaborator's Resume

[1] Name :

◆ Educational Background

(School)	
(Major)	
(Degree)	(Year Obtained)

◆ Professional experience

Term (MM/YYYY - MM/YYYY)	Organization / Position

◆ Major Achievements (Books/Articles published, etc.)

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[2] Name:

◆ Educational Background

(School)	
(Major)	
(Degree)	(Year Obtained)

◆ Professional experience

Term (MM/YYYY - MM/YYYY)	Organization / Position

◆ Major Achievements (Books/Articles published, etc.)

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[3] Name:

◆ Educational Background

(School)	
(Major)	
(Degree)	(Year Obtained)

Enter information inside the boxes. Do not alter the size of the boxes.

◆Professional experience

Term (MM/YYYY - MM/YYYY)	Organization / Position

◆Major Achievements (Books/Articles published, etc.)

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[4] Name:

◆Educational Background

(School)	
(Major)	
(Degree)	(Year Obtained)

◆Professional experience

Term (MM/YYYY - MM/YYYY)	Organization / Position

◆Major Achievements (Books/Articles published, etc.)

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[5] Name:

◆Educational Background

(School)	
(Major)	
(Degree)	(Year Obtained)

◆Professional experience

Term (MM/YYYY - MM/YYYY)	Organization / Position

◆Major Achievements (Books/Articles published, etc.)

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Enter information inside the boxes. Do not alter the size of the boxes.

7. Financial Information and Budget

◆Financial Details of Amount Requested

*Describe basis for calculation on each item. With regard to "Honoraria" and "Travel" related expenses in particular, details such as date(s), purpose, venue, headcount, unit value must be provided.

Please refer to examples of expense categories on the next page.

Category	Detail Description	Amount US\$ <input type="checkbox"/> JPY <input type="checkbox"/>
Total (US\$ or JPY) *Equal to "Grant Requested" ⇒		

*Any fraction after the decimal point shall be rounded up

Examples of Expense Categories

Honoraria & Outsourcing

Expenses for: honoraria for examinees, honoraria for work assistants (part-timers), transcription/translation fee, honoraria to experts for proofreading and other support, research and result analysis, system construction, technical processing, production outsourced to a professional company/agency

*Personnel costs and salaries for the applicant and co-researchers are not eligible to be covered by the grant.

Travel

Expenses for domestic/international transportation and accommodation

Daily allowance and meals are not eligible to be covered by the grant.

Machinery/instrument/equipment, office supplies

Lease or Purchase expenses for: Personal computer, workstation, software, experimental equipment, IC recorder, SD card, USB flash drive, printer ink, stationery, etc.

Documents & Copying

Expenses for purchasing or copying of documents and reference materials

Printing & Bookbinding

Expenses for printing brochures/booklets/flyers, and for bookbinding

Communication and Transportation

Expenses for postage stamps, courier services, etc.

Venue

Cost to rent a venue for a conference, meeting, event, etc.

Other expenses

Conference registration fee, thesis submission fee, etc.

SAMPLE

◆Funds from Other Sources (for this project or related projects)

Funding already approved:

Project title and funding organization	Grant period	Amount approved(US\$/JPY)

Funding applied for (or scheduled to be applied for):

Project title and funding organization	Grant period	Amount approved(US\$/JPY)

*Also, if you have applied or are applying for any grant/scholarship program that cannot be received concurrently with the HBF Grant for this project, specify the details. Note that the HBF does NOT RESTRICT any financial assistance that the applicant may receive from other sources for this project.

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Applicant's Signature: _____

Month, Date, Year

SAMPLE