

Local Project Support Programme 2008-2009 General Information

Description of the Programme

It is designed to give limited grant assistance to those who are planning Japan related projects/events in the UK during the financial year 2008-2009.

Who is eligible to apply?

Applications must be from organisations only and the Final Report must be completed and submitted by mid-March 2009. Individuals are not eligible to apply.

What kind of project/event is eligible?

Non profit-making projects/events in the Arts that help to promote a greater awareness of Japan in the UK (e.g. exhibition, performing arts, film screenings) as long as the content is wholly or for the most part related to Japan. Or non profit-making projects in Japanese studies and Intellectual Exchange - those activities which deepen Japan's relationship with other countries while promoting global intellectual exchange - (e.g. lecture, research project, library resources development)

What is the size of the grant?

Our budget is limited and demand on it is high. This means that the amount we can allocate per project can be no more than £1,000, depending on the size and scale of the individual project.

What expenditure items does the grant cover?

Only specific items such as travel expenses, honoraria, cost to cover hire of venue, printing/publicity costs etc. We cannot fund preliminary project research or development. Please contact a member of staff to discuss what items our grant can cover.

Is there an application form?

Yes. It can be obtained from this office at the address below. Please talk through the project and your eligibility with a member of staff before making a formal application.

Is there an application deadline?

No, but applications must reach this office at least two months before the start of the project.

What other information/documents are needed?

You will be asked to provide a full budget proposal with the application form and information about your organisation.

When and how is the grant paid?

The grant is paid by cheque to applying organisation's bank account in the UK, only upon project completion and upon receipt by the Japan Foundation of a Final Report, (this should include a Financial Report, and a Project Report) along with receipts for expenditure covered by the Japan Foundation grant.

Are there any other conditions attached to the grant?

Full Terms and Conditions are sent to successful applicants. An essential condition of the grant is that Japan Foundation support must be acknowledged in all project publicity and printed materials.