**Maki Makoto Foundation**

Grant for International Research Exchange   
(Dispatch for presentations at conferences)  
Application Form

To Maki Makoto Foundation:

Date (Y/M/D): / /

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Applicant Name | | (Firstname/Familyname) | | Date of Birth (Western Calendar):  (Y)/ (M)/ (D)  (Age: ) | | | |
| (Signature or Seal) | |
| Institution and Job Title: | | | | | | | |
| Address of Institution: 〒 　 (Telephone: 　　　 ) | | | | | | | |
| Home Address of the Applicant:  〒 (Telephone: 　　　 　) (Mobile:　　 ) | | | | | | | |
| E-mail | | | | | | | |
| Co-presenters | Name | | Most Recent Education and Major | | Age | Institution, Job Title, and Degree(s) |
|  | |  | |  |  |
|  | |  | |  |  |
|  | |  | |  |  |

I hereby apply for a grant for international research exchange by Maki Makoto Foundation as follows:

|  |  |  |
| --- | --- | --- |
| Subject: | | |
| Duration： From (Y)/ (M)/ (D) to (Y)/ (M)/ (D)( days) | | |
| Requested Amount of Grant | Thousand JPY | (＝Page 4, field (Ａ)) |
| Overview of the international research exchange which the grant is requested for: (Please also write down the details of the conference, and the subject and contents of the presentation.  If two or more people will be presenting at the conference, please specify them at the “co-presenters” section, and write down the roles of all the co-presenters.) | | |

\*To apply for the “presentations at conferences”, an English manuscript is mandatory. For details, please refer to the Application Guide.

\*Please submit a letter of invitation, a letter of acceptance, a conference program, and a presentation manuscript as the attachment (duplicates are accepted for all of them).

|  |
| --- |
| Reason(s) why the international research exchange which the grant is requested for is needed: |
| Plan(s) of the international research exchange (Please write down specifically.): |

Please obtain permission from the chief of your institution.

|  |
| --- |
| Letter of Permission  I hereby agree to dispatch the applicant in case the application above is approved.  Date(Y/M/D):  Chief of the Institution Job Title/Name    　(Signature or Seal) |

(Note) The chief of the institution shall be a dean, a director, or their equivalent of the institution.

About the applicant:

|  |  |  |
| --- | --- | --- |
| (The name of school, department, and faculty the applicant graduated from, and year of graduation:) | | |
| Degree | (Degree type) (Acquired at) (Acquisition date) | |
| Major |  | |
| Research achievements:  (Please specify the major books or articles that have recently been published, and their published journal, publication date, volume number and page number.) | | |
| Past travel history: (Please write down the destination, objective and duration of any overseas research, overseas education, and attendance at international conferences.) | | |
| Overview of the costs required for the international research exchange which the grant is requested for:  (Please write down specifically according to the categories of use.)   |  |  |  | | --- | --- | --- | |  | Amount | Notes | | Flight tickets | Thousand JPY |  | | Other transportation expenses (Transportation costs for airport transfer in Japan, and transportation costs on site) | Thousand JPY |  | | Living expenses (Accommodation and daily allowance) | Thousand JPY |  | | Conference registration fee | Thousand JPY |  | | Others | Thousand JPY |  | | (1) Subtotal | Thousand JPY |  | | (2) Overhead Expenses (Overhead expenses of research institutions) | Thousand JPY | If applicable | | (A) Grand Total ((1)+(2)) | Thousand JPY | ←The requested amount |   　　　\*The grant funding includes overhead expenses incurred at the research institutions.  　　　\*For “Others”, please specify the use and purpose in the notes.  In case you have received any grant (for research, international research exchange, or publication) from our Foundation in the past:   1. Results and progress from the past grant: 2. Its relevance with this applied project: | | |
| Others (Please write down any additional notes here.): | | |
| Application to  other grant agencies:  □Already applied  □Application planned  □Will not apply | | Name of the grant agency and the grant: |
|  |
| Requested Amount of Grant: Thousand JPY |
| Scheduled date of result announcement (Y)/ (M)/ (D) |