**Maki Makoto Foundation**

Grant for International Research Exchange  
(For dispatch MA or Ph.D. students to 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) | | | |
| University: | | Department/Faculty: | | Category: (Circle one)  Master’s / Ph.D. | Major: | | Grade: | |
| University Address: 〒 　(Telephone: 　　　 ) | | | | | | | | |
| Home Address of the Applicant:  〒 (Telephone: 　　　 　) (Mobile:　　　 ) | | | | | | | | |
| E-mail: | | | | | | | | |
| Main Academic Advisor: | | | | | | | |
| Institution: | | | Job/Position title: | | | Name: | |

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

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| Name of the Conference: | | |
| Duration： From (Y)/ (M)/ (D) to (Y)/ (M)/ (D) ( days) | | |
| Requested Amount of Grant | Thousand JPY | (＝Page 3 field(A)) |
| Overview of the international research exchange which the grant is requested for:  (Please specify the details of the conference.) | | |

\*Please submit an itinerary and a conference program (copies are accepted) as the attachment.

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| 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.): |
| Past travel history: (Please write down the destination, objective and duration of any overseas research, overseas education, or attendance at international conferences.) |
| Research achievements:  (Optional: If you have any major books, articles or publications that has recently been published, please write down the publication title, publication date, volume number and page number.) |
| 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 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.  \*Please submit an itinerary and a conference program (copies are accepted) as the attachment.  \*For “Others”, please specify the use and purpose in the notes.  In case you have ever received any grant (for research, international research exchange, or publication) from our Foundation in the past:  ・Results and progress from the past grant: |

Please obtain permission from the chief of your institution.

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| 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) Chief of the institution shall be a dean, a director, or their equivalent of the institution.