

The Kubota Fund
Guidelines for Application for Grants 2014/2015 /

Founder: Yutaka Kubota (former Chairman of Nippon Koei Co., Ltd. ,
Trustee: Mizuho Trust & Banking Co., Ltd.
Authorized by: Ministry of Foreign Affairs, Japan, 1984

The Kubota Fund, which was established by Mr. Yutaka Kubota in 1984, was based on his conviction that economic development and social stability of developing countries ultimately depend upon self-reliance for which the training of engineers is crucial. The Fund provides grants to trainees from developing countries who are already studying or training with a company or organization in Japan.

The Fund invites applications for grants for 2014/2015 on the following terms:

1. Qualifications:

- a) Trainees must be nationals of developing countries in Asia, Africa, and the Middle East.
- b) Trainees preferably belong to a company or organization in the Kanto Region or in the Yamanashi, Nagano or Niigata Prefecture.
- c) Trainees must be studying a specific engineering development theme (preferably civil, electrical or agricultural engineering, or development economics).
- d) Trainees who are recommended by the company or organization to which the trainee belong.
- e) Trainees are not permitted to be in receipt of another scholarship in 2014 fiscal year.

2. Number of trainees and period of grants:

- a) The number of trainees will be 12, including those on renewed grants.
- b) The period of each grant is one year.
- c) The renewal of another one year of grants will be subject to qualifications.
 - ※ The grant will not be extended automatically. It's needed to reapply for the grant fund for next fiscal year.
- d) In principle, only one trainee will be accepted from each country or organization.

3.Amount of grants:

From Yen 80,000 to Yen120,000 per month.

(The amount of grants and number of trainees will be determined by the Managing Committee every year.)

4.Application:

Trainees wishing to apply for grants are requested to submit these documents.

- (1) "Grants Application"— in the attached format.
- (2) "Letter of Recommendation",— in the attached format.
- (3) "Certificate" which shows that trainees belong to a company or organization within Japan.
- (4) "Transcript of Bachelor or Master Course (for the final year)" of the college/university/graduate school in your mother country.

Applications and inquiries should be addressed to:

The Secretarial Office for the Managing Committee
The Kubota Fund,
c/o Nippon Koei Co., Ltd.
4, Kojimachi 5-chome, Chiyoda-ku,
Tokyo, Japan 102-8539
Tel:03(3238)8027 / Fax:03(3238)8326

5.Selection:

The Managing Committee will make a decision on the recommendation of the Selecting Committee after the examinations of all documents submitted. Those who receiving scholarship or financial support from any other institution, would be excluded from the selection.

6.Closing date for applications:

February 14, 2014. (Postmarked by February 14, 2014 are valid)

7.Notice of selection:

Notice of the result of the selection will be given, in writing, to the applicants by the late-March 2014 via the company or organization to which the trainee belongs.

8.Payment of grant amounts:

- a) Grant amounts for the period from April 2014 to September 2014 will be paid in July 2014.
- b) Grant amounts for the period from October 2014 to March 2015 will be paid in January 2015.
- c) If the period of the grant is less than six months, payment will be divided by monthly installments, to be paid at the above - mentioned dates.
- d) Grant amounts will be remitted to the account designated by the trainee.
- e) The period of the grant is within the validity of the trainee's stay permit or visa.

9.Termination of grants:

When the trainee is disqualified in accordance with the guidelines of the Fund, the grant will be terminated. Should false representation be found on Grant Application, the applicant obliges to refund the grant even it has already been spent.

10. Report on training or study:

Trainees who are selected are required to submit a report concerning their training or study every six month, during the period in which they are receiving the grant.

11.Contact Us

If you have any questions about this "Guidelines for Application for Grants 2014/2015", please contact us by e-mail.

【Contact】

E-mail : kubota-fund@bx.n-koei.co.jp

This guideline is subject to the terms and conditions expressed in the Japanese guideline of The Kubota Fund.

The Secretarial Office for the Managing Committee The Kubota Fund, c/o Nippon Koei Co., Ltd. 4, Kojimachi 5-chome, Chiyoda-ku, Tokyo, Japan 102-8539 Tel:03(3238)8027 / Fax:03(3238)8326

助成金申請書 Grant Application

公益信託 久保田豊基金

受託者 みずほ信託銀行株式会社 御中

Messrs. The Kubota Fund

Mizuho Trust & Banking Co., Ltd

氏 名 Name (Family name, First name, Middle name)		性別 Sex	写 真 Photograph (4cm×3cm)
		1. Female 2. Male	
生年月日 Date of Birth (D / M / Y)	国 籍 Nationality		
パスポート番号 Passport No.	来日 (予定) 日 Arrival Date (D / M / Y)	滞在期限 Stay Permit Until (D / M / Y)	
	/ /	/ / ~ / / (Extension expected ? 1. Yes 2. No)	
申請者住所・連絡先 Address of Applicant		所属機関および連絡先 Institutional Affiliation and Address	
〒		[所属機関名]	
TEL : e-mail :		〒 TEL :	
来日形態 Condition of Visit		来日目的 Purpose of Visit/chose as many as applying	
1. sent by local governments 2. private expense student 3. invited by Japanese organizations 4. others ()		1. acquire new technologies 2. build new theories 3. receive degrees 4. others ()	
研修・研究分野 Field of Research		研修・研究テーマ Theme of Research	
1. civil engineering 2. electrical engineering 3. agriculture and rural development 4. environmental science 5. development economics 6. others ()			
来日以降の経歴 Activities since Arrival in Japan			年 月 Year / Month

助成金受給予定年度の月額所得について Estimated Income per month for period of Grant and the Resources / chose as many as applying		助成金申請の理由 Reason for Applying	
¥ ----- 1. other Japanese scholarship except Kubota Fund 2. remittance from family 3. scholarship from mother country 4. part time job 5. others ()			
母国住所 Address in Home Country			
e-mail :			
母国での勤務先名住所 Office Address in Home Country			
最終学歴 Degree and Name of Institution		年 月 Year / Month	
母国での職歴 Professional Experience in Home Country		年 月 Year / Month	
帰国後の職業 Occupation / Job after study in Japan			
<input type="checkbox"/> 未定 not decided 希望する仕事を記入してください。 Please describe the job you hope to after study in Japan.			

来日の経緯・目的および来日後の状況について簡潔に記入してください。

Please briefly describe your purpose of visit and your activities since arrival in Japan.

研究テーマ・方法およびそれらを帰国後のキャリアプランにどのように活かすかについて記入してください。
(1,000 字以内)

Please describe theme and method of your research, and how you make use of it for your future career plans.
(700 words maximum)

本申請書の記載は事実に相違ありません。

I hereby declare that the statement given above is true.

申請者署名

日付

Signature

Date

添付書類を確認してください。 Please confirm the attachment.

- ☐ 1. 推薦書 Letter of recommendation
- ☐ 2. 在席証明書 Certificate of present institutional affiliation
- ☐ 3. 母国の大学・大学院での成績証明書（４年次または修士２年次のもの） Transcript of Bachelor or Master Course (for the final year)" of the college/university/graduate school in your mother country.

推薦書 Letter of Recommendation

公益信託久保田豊基金
受託者 みずほ信託銀行株式会社 御中

フリガナ 氏名			生年月日
研修テーマ			
滞在期間および 研修の場所			
日本語の習熟度	Speaking	Hearing	
推薦所見			

上記の者を、助成金給付対象者として推薦します。

日付 . .

企業名（団体）名

役職名

推薦者名

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