

Support Program for Organizations Providing Japanese-Language Education for Living and Working in Japan (Grants) Application Instructions

For Fiscal 2027-28 [JN-NK 2027]



1. Objectives

This grant program partially supports the costs of purchasing teaching materials, as well as the costs of printing and binding *IRODORI: Japanese for Life in Japan**, for organizations or groups that provide Japanese-language education necessary for people wishing to live and work in Japan, including those who plan to come to Japan under the status of residence of "Specified Skilled Worker" and "Employment for Skill Development".

*About *IRODORI: Japanese for Life in Japan*:

The Japanese-language coursebook *IRODORI: Japanese for Life in Japan* is a textbook designed to help foreign nationals acquire basic Japanese communication skills needed for daily life and work in Japan. It consists of four parts: Starter (A1), Elementary 1 (A2), Elementary 2 (A2), and Pre-Intermediate (A2/B1). It can be downloaded from the following websites for free.

Japanese : <https://www.irodori.jpf.go.jp/index.html>

English : <https://www.irodori.jpf.go.jp/en/index.html>

Editions in other languages : <https://www.irodori.jpf.go.jp/editions.html>

2. Eligible Countries

Mongolia, Bangladesh, Nepal, Sri Lanka, Pakistan and Uzbekistan

In principle, eligible countries are where the Japan Foundation Test for Basic Japanese (JFT-Basic) is conducted, but where there is no Japan Foundation (the "JF") overseas office.

3. Eligible Projects

- (1) Projects implemented during the period from April 1, 2027, to December 31, 2027.
- (2) Projects must fulfill all of the following requirements:
 - a. The project's objectives would be impossible or difficult to achieve without the provision of a grant.
 - b. The plan and implementation method must be appropriate and there must be sufficient expectation that the project will yield positive results.
 - c. Projects must not be used for religious or political purposes.

4. Eligible Applicants

- (1) Organizations or groups located in the eligible countries listed in Section 2 above and providing

Japanese-language education necessary for people wishing to live and work in Japan, including those who plan to come to Japan under the status of residence of "Specified Skilled Worker" and "Employment for Skill Development". Applications from individuals will not be accepted.

(2) In principle, the JF does not provide grants for:

- a. Japanese national government organs, local governments, incorporated administrative agencies, and local incorporated administrative agencies;
- b. Organizations, institutions, and facilities attached to or established by the organizations in "a." (excluding organizations with their own legal personalities such as incorporated associations or incorporated foundations);
- c. Foreign governments (including their administrative organs, embassies, and consulates-general, but excluding educational, research, or cultural institutes); and
- d. International organizations to which Japanese national government organs contribute.

(3) Applicants must fulfill the following requirements in order to be eligible:

- a. Applicants must have the capacity needed to implement the planned project(s);
- b. The receipt of grants or support from the JF must not violate any local laws, regulations, or ordinances (please confirm before applying); and
- c. In principle, applicants should have a bank account in the name of the applying organization or group to which the grant from the JF can be remitted, or should be able to open such an account by the time the grant is remitted. (However, if there are unavoidable reasons why the grant cannot be received in a bank account in the name of the applying organization or group, receipt of the grant by a third party may be permitted upon submission of a power of attorney.)

5. Program Description

(1) Project types and grant coverage

a. Grant for Purchase of Teaching Materials (I)

This grant partially covers the costs of purchasing teaching materials and supplementary materials used for Japanese-language education for the purpose of living and working in Japan.

b. Grant for Printing and Binding of *IRODORI: Japanese for Life in Japan* (II)

This grant partially covers the costs of printing and binding *IRODORI: Japanese for Life in Japan* used for Japanese-language education for the purpose of living and working in Japan.

* Applicants may apply for either a. or b. above, or for both.

* Transfer or paid rental to individuals (including teachers and students at the organization or group) or to other organizations or groups is not eligible for the grant.

(2) Points to note

- a. In principle, grant funds must be expended within the grant period, which the JF will approve and notify based on the project schedule entered in the Application Form. Expenses paid outside the grant period (before the start of the grant period or after the end of the grant

period) are not eligible for the grant.

- b. Organizations or groups that have continually received support from the same project type for the past three (3) fiscal years will not be provided with grants unless the JF believes there is a compelling reason for them to continue receiving such support. If one does apply for a fourth consecutive fiscal year, low priority will be placed on such an application.
- c. The applicant cannot select more than one (1) grant program administered by the JF for the same project.
- d. Grant funds cannot be expended or diverted for items other than those approved by the JF. The maximum total grant amount shall, in principle, be one (1) million yen per organization, as the combined total for the Grant for Purchase of Teaching Materials and the Grant for Printing and Binding of *IRODORI: Japanese for Life in Japan*. The grant amount shall be determined within this upper limit after screening and consideration, according to the content and necessity of each project.
- e. Projects will not be fully funded by a grant. Self-financing or another funding source being available is a condition of applying.
- f. If unused funds remain after the completion of the project, the remaining funds shall be returned by a deadline to be set by the JF. Any bank charges relating to the return of grant funds are to be borne by the applying organization or group.
- g. Except when the applying organization or group requests direct remittance to a publishing company or bookstore in Japan for the Grant for Purchase of Teaching Materials (for details, see Application Documents Completion Guide, "2. How to Fill in the Application Documents," C-I. Project Sheet, 5(1) c. (p. 14)), the grant will be remitted in two (2) installments. The timing and amounts of each remittance are as follows:
 - 1st (around June 2027): Two-thirds (2/3) of the grant amount to be notified by the JF in late April 2027, based on the grant approval decision.
 - 2nd (after project completion): Based on the final report, if the confirmed grant amount—finalized after the JF reviews the project expenses—exceeds the first remittance, the difference between them. (If the confirmed grant amount is less than the first remittance, the second remittance will not be made, and the remaining balance must be refunded.)

6. Selection Policy

Successful projects will be selected after screening has been carried out based on the following criteria:

- (1) Necessity of support from the JF for the project(s);
- (2) Role of the applying organization or group in terms of Japanese-language education in the country concerned, including whether the organization or group is accredited by the government as a sending organization for the status of residence of "Specified Skilled Worker" or "Employment for Skill Development";
- (3) Specific expected outcomes;
- (4) Ripple effect in the country concerned for disseminating Japanese-language skills for the purpose of living and working in Japan;

- (5) Ability to procure funds from sources other than the JF, including its own funds;
- (6) Feasibility of the plan (project to be implemented, framework, schedule, etc.); and
- (7) Safety and security in the area where the project is to be implemented.

7. Application Procedures

- (1) Application deadline
December 1, 2026, 1 p.m. (Japan Standard Time)
- (2) How to apply
 - a. Download the application documents from the website below:
<https://www.jpf.go.jp/e/program/japanese.html>
 - b. Complete the application documents, following the Application Instructions and the Application Documents Completion Guide.
 - c. Upload the application documents to the Online Application Portal.
Online Application Portal: <https://www.apply.jpf.go.jp>
 - * Visit the website to view the manual for this procedure.
- (3) Notification of results
Late April 2027
- (4) Points to note
 - a. Applications sent by mail, fax, or e-mail directly to the JF or embassies/consulates-general of Japan cannot be accepted.
 - b. If any of the documents are missing, the application will be excluded from consideration due to deficiency in the documentation.
 - c. Applicants must promptly notify the JF if any of the information given on the application changes.
 - d. If the application is selected, the requested grant amount will be assessed in accordance with the JF's regulations, level of prices in the country concerned, and balance with other applied projects. The final grant amount may be much less than the amount requested as a result of the assessment.

8. Terms of Agreement

By applying to this program, the applicant will be deemed to have agreed to this statement:

- (1) Obligations
 - a. The Grantee shall carry out the Grant Project as described in the Application Form and, if there is any change in the Grant Project (except "minor changes"), shall promptly report to, and obtain approval from, the JF.
 - b. The Grantee shall acknowledge the JF's financial support when the Grantee publicizes the Grant Project.
 - c. Teaching materials and other items acquired through the grant must be appropriately managed and used in line with the project purposes, and be utilized efficiently according to the purpose of the grant even after the grant program ends.

- d. During the implementation of the Grant Project, if the JF considers it to be necessary, it may request the submission of a report from the Grantee concerning the status of implementation of the Grant Project and the use and management of teaching materials purchased with the grant. If it is recognized that the Grantee is not implementing the project in accordance with the details that were the basis for deciding to provide funding, or other attached conditions, the provision of the grant may be halted.
 - e. The Grantee shall submit the Final Report about activities and expenditures upon completion of the project. Based on the report, the JF will finalize the grant amount. If there is any remaining balance from the grant, the Grantee shall refund it to the JF according to its instructions. Fees or charges incurred for refunding shall be borne by the Grantee.
 - f. The Grantee shall prepare account books and documented evidence (receipts, etc.) pertaining to all revenues and expenditures relating to the Grant Project and retain them for five (5) years from the year after the year during which the Grant Project was completed.
 - g. The JF is intolerant of any fraudulent activity by applicants during the application process and throughout the grant period. Once a grant has been provided, committing any form of fraud with regard to the JF grant funds could result in penalty measures such as a revocation of the decision to provide a grant in whole or in part, the required return of the rescinded portions of the grant including additional charges, late payment charges, suspension of the applicant's eligibility to apply for a grant for a certain period of time, and/or other legal actions (Ref. "Act on Regulation of Execution of Budget Pertaining to Subsidies, etc." (Act No. 179 of 1955)).
 - h. The Grantee should comply with any other conditions that were appended at the time of the decision to provide a grant.
- (2) Disclosure of information on the project
- a. If the project is selected, the information such as the name of the organization or group and the outline of the project will be made public in the Detailed Annual Reports of the JF (*Kokusai Koryu Kikin Jigyo Jisseki*), the Annual Report, on the JF's website and in other public relations materials.
 - b. When the JF receives a request for disclosure of information in accordance with the "Act on Access to Information Held by Incorporated Administrative Agencies" (Act No. 140 of 2001), application forms submitted to the JF, except for non-disclosure information stipulated in such act, will be disclosed, in principle.
- (3) Handling of personal information
- a. Compliance with applicable laws
To the extent applicable, the JF will comply with the "Act on the Protection of Personal Information" (Act No. 57 of 2003) (the "Act"), related Cabinet Orders and Ministerial Orders, and various guidelines established by the Personal Information Protection Commission and any agencies authorized by the said Commission, the "EU General Data Protection Regulation (the "GDPR")," the Personal Information Protection Law of the People's Republic of China and related laws and regulations (the "Chinese Laws"), and other laws and regulations in relation to protection of personal information in relevant countries and regions, etc., and when handling any personal information, the JF will properly collect, use and control the same. For

more information on the JF's efforts to protect personal information (privacy policy), please visit the following websites:

(Related to the Act): (Japanese) <https://www.jpfb.go.jp/j/privacy/>

(English) <https://www.jpfb.go.jp/e/privacy/>

(Related to the GDPR): <https://www.jpfb.go.jp/e/privacy/index.html#gdpr>

(Related to the Chinese Laws): https://www.jpfbj.cn/jp/personal_information/

b. Acquisition of personal information

The JF may acquire the following personal information (the "Personal Information") from the applicants through the application forms, attachments, project reports, deliverables, etc. (the "Project Materials"). In addition, the JF may acquire the applicants' Personal Information through publicly available websites.

[Basic information of applicants]

Name, date of birth, nationality, permanent residence, gender, place of employment, job and work duties, home address, postal code, telephone number (including mobile phone number), fax number, e-mail address, photographs taken during or prior to the program, etc.

[Information on applicants' educational background, career history and abilities]

Resume (including educational background and career history), major achievements, foreign language proficiency, overseas residence history, overseas residence plan, contact information during the residence period, etc.

[Sensitive data on applicants]

Personal data such as bank account information

c. Purposes of use and period of personal information

(a) Based on the consent of the applicant, the JF will use the Personal Information acquired from the applicant for screening, notification of screening results, implementation of the project, post-evaluation, and for any and all other purposes for management of applicants (the "Purposes of Use").

(b) For the proper and smooth operation of the JF projects, any information such as the applicants' names, genders, jobs, titles, affiliations, project periods, project content, etc. will be: posted on published materials, such as the Detailed Annual Reports of the JF (*Kokusai Koryu Kikin Jigyo Jisseki*), the Annual Report and the JF's website; used for preparation of statistics materials; and used for formulation of future JF projects.

(c) In addition to the information specified in (b) above, the applicants' contact information (i.e., address, e-mail address and phone number) will be used to: request the applicants to answer questionnaires as follow-up to the project after completion thereof; provide a notice regarding other JF projects; request the applicants to provide information for formulation of future JF projects, and so on.

(d) The JF will handle the Personal Information of the applicants for the period necessary to achieve the Purposes of Use stated above.

d. Provision of personal information

(a) The JF may provide the Personal Information acquired from the applicants to the following organizations, to the minimum extent necessary. The JF will make sure that the

recipients take measures to ensure the security of the Personal Information.

- i. The Ministry of Foreign Affairs of Japan, Embassies or Consulates-General of Japan, etc. (for handling of security control, support for project implementation, etc.)
- ii. Evaluators such as outside experts, etc. (for screening, post-evaluation, etc.)
- iii. News media and other organizations (for public relations for the projects)
- iv. Other organizations and individuals who receive the information as needed for the projects
 - (b) The Personal Information acquired from the applicants may be used or provided for purposes other than those specified in the Purposes of Use, in accordance with Article 69, Paragraph 2 of the Act, such as providing such Personal Information for administrative organs, other incorporated administrative agencies, local public entities or local incorporated administrative agencies (the “Administrative Organs”) as long as the Administrative Organs use the same within the scope necessary to conduct the affairs or services prescribed by applicable laws and regulations and where there is a reasonable ground for such use.
- e. Cross-border transfer of personal information
 - (a) The JF may handle the Personal Information acquired from the applicants by transferring the same to the base located in Japan (including the JF headquarters) or other countries or regions for the Purposes of Use specified above. The JF shall appropriately control the Personal Information in such countries or regions.
 - (b) In addition to the case specified in the preceding paragraph, the JF may provide the Personal Information acquired from the applicants to necessary organizations or individuals in Japan or other countries or regions for the Purposes of Use specified above as needed for the projects, only when the conditions stipulated in laws and regulations are satisfied.
- f. Security control of personal information

The JF shall endeavor to prevent unauthorized access and leakage of the Personal Information of the applicants by way of taking appropriate security control measures and control means.
- g. Rights pertaining to personal information of applicant

The applicant has the right to access his/her Personal Information, correct inaccurate Personal Information, suspend the use of the Personal Information, etc., to the extent that the Act, the GDPR, the Chinese Laws and other laws pertaining to protection of the Personal Information in the relevant country or region apply.
- h. Filing of objections against handling of personal information

In the case where the applicant is dissatisfied with the handling of the Personal Information in the JF, such applicant may state his/her objections to the JF to the extent permitted by the applicable laws and regulations. In accordance with the applicable laws and regulations, the applicant may also file objections to the authority that has jurisdiction over protection of the Personal Information in the country to which the applicant belongs.
- i. Personal information of persons involved in the project

The Personal Information of persons involved in the project other than the applicant, which is submitted by the applicant to the JF, shall also be handled in the same manner as stipulated

in a. to h. above, and therefore, the applicants should provide explanations in advance to the persons involved in the project and obtain their consent.

j. Contact information

Please use the contact details specified in "9. Contact" for any opinions, questions, etc. regarding any matters specified in this "Handling of personal information" section.

k. Revocation of consent

The applicant has the right to revoke his/her consent to any matters specified in this "Handling of personal information" section at any time. The revocation of consent does not affect the legality of the handling of the Personal Information prior to the revocation. In addition, when the applicant does not provide his/her consent or revokes his/her consent, such applicant may not be able to receive necessary information and/or services from the JF.

- (4) Depending on the spread of infectious diseases, appropriate measures may be required when implementing a project in accordance with the regulations and instructions of the relevant authorities. Please understand that the JF may unavoidably revoke its grant decision, or change the substance of its grant or the conditions attached as a result of changes in circumstances that have occurred after the decision to provide the grant.

9. Contact

Planning and Development Section,
Japanese-Language Department II
The Japan Foundation (Headquarters)
YOTSUYA CRUCE 1-6-4 Yotsuya, Shinjuku-ku, Tokyo 160-0004, Japan
E-mail: nihongo_grant2@jpf.go.jp

- * The Application Instructions end here. The Application Documents Completion Guide follows.

Application Documents Completion Guide

1. List of Application Documents

(1) Grant for Purchase of Teaching Materials (I)

Document	Format	Required/ Optional
A. Application Form	Specified (PDF)	Required
B. Overview of the Applying Organization	Specified (Word)	Required
C-I. Project Sheet (Grant for Purchase of Teaching Materials)	Specified (Excel)	Required
Documents Confirming the Organizational Structure of the Applying Organization or Group (including a list of officers, organizational chart, articles of association and bylaws)	Free (PDF/Word/Excel)	Required
Project Plan for the Applied Project * As supplementary material for C-I. Project Sheet, please describe how the applied project—that is, the project in which the teaching materials to be purchased will be used—fits within the overall activities of the applying organization or group, as well as the project's background, necessity, and prospects. Detailed explanations of the information provided on the Project Sheet and any reference materials may also be included.	Free (PDF/Word/Excel)	Required
Budget Plan for the Applied Project * The applied project—that is, the project in which the teaching materials to be purchased will be used—must have self-financing or another funding source. Please describe the budget plan so that these funds can be confirmed.	Free (PDF/Word/Excel)	Required
Quotation (showing the estimated cost) * When requesting direct remittance to a publishing company or bookstore in Japan, please submit a quotation issued by that publishing company or bookstore.	Free (PDF)	Required
[For organizations or groups accredited as a sending organization] Documentary evidence of such accreditation (or a document confirming that the organization or group has applied to the government concerned for such accreditation)	Free (PDF)	Optional

[For organizations or groups participating in a Japanese-Language Teachers' Association] Documentary evidence confirming such membership	Free (PDF)	Optional
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(2) Grant for Printing and Binding of *IRODORI: Japanese for Life in Japan* (II)

Document	Format	Required/ Optional
A. Application Form	Specified (PDF)	Required
B. Overview of the Applying Organization	Specified (Word)	Required
C-II. Project Sheet (Grant for Printing and Binding of <i>IRODORI: Japanese for Life in Japan</i>)	Specified (Excel)	Required
Documents Confirming the Organizational Structure of the Applying Organization or Group (including a list of officers, organizational chart, articles of association and bylaws)	Free (PDF/Word/Excel)	Required
Project Plan for the Applied Project * As supplementary material for C-II. Project Sheet, please describe how the applied project—that is, the project in which the printed and bound <i>IRODORI</i> will be used—fits within the overall activities of the applying organization or group, as well as the project's background, necessity, and prospects. Detailed explanations of the information provided on the Project Sheet and any reference materials may also be included.	Free (PDF/Word/Excel)	Required
Budget Plan for the Applied Project * The applied project—that is, the project in which the printed and bound <i>IRODORI</i> will be used—must have self-financing or another funding source. Please describe the budget plan so that these funds can be confirmed.	Free (PDF/Word/Excel)	Required
Quotation (showing the estimated cost)	Free (PDF)	Required
[For organizations or groups accredited as a sending organization] Documentary evidence of such accreditation (or a document confirming that the organization has applied to the government concerned for such accreditation)	Free (PDF)	Optional
[For organizations or groups participating in a Japanese-Language Teachers' Association] Documentary evidence confirming such membership	Free (PDF)	Optional

2. How to Fill in the Application Documents

A. Application Form [JN-NK 2027 A]

- * Please use Adobe Acrobat Reader to complete this form. Other applications may cause incompatibility issues.

1 Application Summary:

- Name of the applying organization:
Please fill in the official name of the applying organization in Japanese, English, and the original language, and select the country where it is located.
- Grant project(s):
Please select the project type and fill in the project schedule for each project.
 - * It is possible to apply for up to two (2) projects. The projects should be written in order of priority.
 - * In principle, grant funds must be expended within the grant period, which the JF will approve and notify based on the project schedule entered in the Application Form. Expenses paid outside the grant period (before the start of the grant period or after the end of the grant period) are not eligible for the grant. Please keep this in mind when setting the project schedule.

2 Applying Organization Information:

- Applying organization:
Please fill in the educational level, legal status, address, telephone number, and URL that will enable the JF to find the organization's or group's information.
- Implementing department:
Please fill in the name of the department, faculty, division, section, center, research institute, etc. that will actually carry out the project at the applying organization or group.
- Authorized representative:
The authorized representative is the person responsible for managing the applying organization or group (such as a school principal).
- Project director:
The project director is the person responsible for implementing the project.
- Bursar:
The bursar is the person responsible for preparing the project budget and managing grant expenditures.
 - * The same person may not hold two (2) or more of the following positions: authorized representative, project director, and bursar. If these sections are not completed, the application cannot be accepted.
 - * Please enter all names exactly as they appear on the passport. If any person listed in the application does not have a passport, please use the name as shown on an official identification document in their country of residence, such as a driver's license.
- Previous JF grants:

If the applying organization has received grants from the JF in the past five (5) years, please provide the name of the grant program and the fiscal year.

B. Overview of the Applying Organization [JN-NK 2027 B]

- 1 Overview of the History and the Current Status of Japanese-language Education within the Applying Organization:
Please note the applying organization's founding year, history, main activities, total number of students, number of students taking Japanese-language courses, total number of teachers, number of Japanese-language teachers, overview of Japanese language courses, overview of students in the courses, teaching materials currently used, experience in Japanese language education activities, and participation in seminars and training programs for Japanese language teachers conducted by the JF.
- 2 Required Documents Checklist:
Please check the documents to be submitted.

C-I. Project Sheet (Grant for Purchase of Teaching Materials) [JN-NK 2027 C-I]

- 1 Content of Application:
 - (1) Outline of Application:
Please fill in the total amount (the total for the cost of purchasing teaching materials, including shipping costs, etc.), currency, and total quantity of teaching materials to be purchased.
 - * In principle, the maximum grant amount is one (1) million yen in total per organization, as the combined total for the Grant for Purchase of Teaching Materials and the Grant for Printing and Binding of *IRODORI: Japanese for Life in Japan*.
 - (2) List of Materials to be Purchased:
For each teaching material to be purchased, please fill in the item name, publisher or manufacturer, unit price, quantity, and amount in order of priority. Please also enter the actual payment currency using its three-letter currency code (e.g., USD). If shipping costs, etc., including packaging fees, will be incurred, they can be included.
 - * A combination of books, audio-visual materials (CDs, DVDs), and/or other materials (e.g., origami, yukata) can be applied for. ICT equipment (computers, interactive whiteboards, speakers, etc.) is not eligible.
- 2 Reason for Application:
 - (1) Teaching Materials Currently Owned:
Please fill in the item names and quantities of printed materials, audio-visual materials (CDs, DVDs), and other materials (e.g., origami, yukata) that the applying organization currently owns and that can be used for Japanese-language education for the purpose of living and working in Japan.
 - (2) Current Condition of Teaching Materials:

Please describe the current usage, deterioration, and shortage of teaching materials the applying organization currently owns.

(3) Need for purchasing teaching materials:

Please describe the need to purchase teaching materials in line with the applying organization or group's plan for Japanese-language education for the purpose of living and working in Japan.

3 Implementation Plan:

Please provide the (1) expected period of purchasing teaching materials, (2) expected number of users, (3) utilization plan for teaching materials (period, activities, names of teaching materials to be used, number of users, purpose of use), and (4) method of storing and managing the materials.

* Transfer or paid rental to individuals (including teachers and students at the organization or group) or to other organizations or groups is not eligible for the grant.

4 Project Evaluation:

(1) Expected outcomes and effects:

Please describe specifically how this project is expected to motivate Japanese-language learners who wish to work in Japan, and how it will contribute to improving the Japanese-language proficiency of learners and the teaching skills of teachers, as well as to the development of Japanese-language education, at the applying organization or group and in the country concerned. Please use specific figures wherever possible. (e.g., expected increase in the number of students wishing to work in Japan, the number of successful examinees in the Japan Foundation Test for Basic Japanese (JFT-Basic) or the Japanese-Language Proficiency Test (JLPT), etc.)

(2) Method of evaluating outcomes and effects:

Please describe the specific methods that will be used to evaluate the outcomes and effects after the project has been implemented. (e.g., conducting mock tests, collecting questionnaires, evaluation by program evaluators, etc.)

(3) Method of sharing and disseminating outcomes and effects:

Please describe specifically how the applying organization will share and disseminate the outcomes and effects after the project has been implemented to students and teachers at the applying organization or group and in the country concerned. (e.g., publishing on a website, distributing reports, etc.)

* The grantee will be asked to evaluate the project in the final report based on sections (1) to (3).

5 Method of Receiving the Grant:

(1) Bank Account for Receiving the Grant:

Please select the applicable option from a. to c. below and fill in the required information.

a. "We would like to receive the grant in a bank account in the name of our organization".

b. "We do not have a bank account in the name of our organization that can receive the

grant; therefore, we would like the grant to be remitted to an account held by a related organization or other authorized third party".

- c. "We would like the entire grant amount to be remitted directly to a publishing company or bookstore in Japan".

* Remittance is limited to one (1) destination.

* After the grant is approved, the applying organization must submit a power of attorney to delegate the receipt of the grant to the publishing company or bookstore.

- * The grant will be remitted in two (2) installments (except when requesting direct remittance to a publishing company or bookstore in Japan). The timing and amount of each remittance are as follows:

- 1st (around June 2027): Two-thirds (2/3) of the grant amount to be notified by the JF in late April 2027, based on the grant approval decision.
- 2nd (after project completion): Based on the final report, if the confirmed grant amount—finalized after the JF reviews the project expenses—exceeds the first remittance, the difference between them. (If the confirmed grant amount is less than the first remittance, the second remittance will not be made, and the remaining balance must be refunded.)

(2) Preferred Currency for Remittance:

The grant will be remitted in Japanese Yen (JPY) or US Dollars (USD) in principle. Please confirm that the bank account to be used can receive the preferred currency, then select the currency for remittance.

- * Not required if requesting direct remittance to a publishing company or bookstore in Japan.

- * Be sure to keep all supporting documents for the project's revenues and expenditures for five (5) years and promptly submit them upon request from the JF.

C-II. Project Sheet (Grant for Printing and Binding of *IRODORI: Japanese for Life in Japan*) [JN-NK]

2027 C-II]

1 Content of Application:

(1) Outline of Application:

Please fill in the total amount, currency, and total number of copies to be printed.

- * In principle, the maximum grant amount is one (1) million yen in total per organization, as the combined total for the Grant for Purchase of Teaching Materials and the Grant for Printing and Binding of *IRODORI: Japanese for Life in Japan*.

(2) Details of the printing and binding of *IRODORI*:

For each level of *IRODORI*—Starter, Elementary 1, Elementary 2, and Pre-Intermediate—please fill in the unit price, number of copies to be printed, and amount. Please also enter the actual payment currency using its three-letter currency code (e.g., USD). If shipping costs, etc., including packaging fees, will be incurred, they can be included.

2 Reason for Application:

(1) Current usage of *IRODORI*:

Please select the applicable option that describes how the applying organization or group currently uses, or does not use, *IRODORI*.

(2) Need for printing and binding:

Please describe the need to print and bind *IRODORI* in line with the applying organization or group's plan for Japanese-language education for the purpose of living and working in Japan.

3 Implementation Plan:

Please provide the (1) expected period of printing and binding, (2) expected number of users, (3) utilization plan for *IRODORI* (period, activities, level of *IRODORI* to be used, number of users, and purpose of use), and (4) method of storing and managing the printed and bound *IRODORI*.

* Transfer or paid rental to individuals (including teachers and students at the organization or group) or to other organizations or groups is not eligible for the grant.

4 Project Evaluation:

(1) Expected outcomes and effects:

Please describe specifically how the project is expected to motivate Japanese-language learners who wish to work in Japan, and how it will contribute to improving the Japanese-language proficiency of learners and the teaching skills of teachers, as well as to the development of Japanese-language education, at the applying organization or group and in the country concerned. Please use specific figures wherever possible. (e.g., expected increase in the number of students wishing to work in Japan, the number of successful examinees in the Japan Foundation Test for Basic Japanese (JFT-Basic) or the Japanese-Language Proficiency Test (JLPT), etc.)

(2) Method of evaluating outcomes and effects:

Please describe the specific methods that will be used to evaluate the outcomes and effects after the project has been implemented. (e.g., conducting mock tests, collecting questionnaires, or evaluation by program evaluators, etc.)

(3) Method of sharing and disseminating outcomes and effects:

Please describe specifically how the applying organization will share and disseminate the outcomes and effects after the project has been implemented to students and teachers at the applying organization or group and in the country concerned. (e.g., publishing on a website, distributing reports, etc.)

* The grantee will be asked to evaluate the project in the final report based on sections (1) to (3).

5 Method of Receiving the Grant:

(1) Bank Account for Receiving the Grant:

Please select either a. or b. below and fill in the required information.

- a. "We would like to receive the grant in a bank account in the name of our organization".
- b. "We do not have a bank account in the name of our organization that can receive the grant; therefore, we would like the grant to be remitted to an account held by a related organization, or other authorized third party".

* The grant will be remitted in two (2) installments. The timing and amount of each remittance are as follows:

- 1st (around June 2027): Two-thirds (2/3) of the grant amount to be notified by the JF in late April 2027, based on the grant approval decision.
- 2nd (after project completion): Based on the final report, if the confirmed grant amount—finalized after the JF reviews the project expenses—exceeds the first remittance, the difference between them. (If the confirmed grant amount is less than the first remittance, the second remittance will not be made, and the remaining balance must be refunded.)

(2) Preferred Currency for Remittance:

The grant will be remitted in Japanese Yen (JPY) or US Dollars (USD) in principle. Please confirm that the bank account to be used can receive the preferred currency, then select the currency for remittance.

- * Be sure to keep all supporting documents for the project's revenues and expenditures for five (5) years and promptly submit them upon request from the JF.