

JFIPP Research Fellowship

Application Documents Completion Guide

1. List of Application Documents

<input checked="" type="checkbox"/>	Document	Format Specified/Free	Required/ Optional
	Application Form (Form A)	Specified (PDF)	Required
	Project Information (Form B)	Specified (Word)	Required
	Applicant CV/Résumé	Free (PDF/Word)	Required

2. List of Documents to be Submitted by Concerned Persons

<input checked="" type="checkbox"/>	Document	Format Specified/Free	Required/ Optional
	Reference Form (Form C) **	Specified (Word)	Required

***Please complete all the documents in English**

****Two forms by two individuals**

3. Application Form (Form A)

(1) "1. Personal Information"

- a. Prefix, First Name, Middle Name, Family Name
Give the applicant's name as shown on their passport, using the Latin alphabet.
- b. Date of Birth
Give the applicant's date of birth according to the Gregorian calendar.
- c. Nationality/Citizenship/Legal Permanent Residency
List all Nationalities, Citizenships, and Residencies the applicant has.
- d. Home Address
Give the applicant's home address (not a temporary or short-term lodging), including country or region, in English. Please provide the preferred Email address and phone (home and/or mobile) of the applicant as well.
- e. Current Position
Give the information (address, Email address, phone number) of the institution with which the applicant is currently affiliated and their job title there.
- f. Fields of Expertise
Give the applicant's Primary (and Secondary, if applicable) fields of expertise.
- g. Research/Professional Activity base
Select an applicable answer whether the applicant has five or more years' research/professional experience in Japan, the U.S., Australia, or India.

(2) "2. Education"

Indicate the Highest Academic Degree Received; include the institution, discipline, type of degree and date it was received.

(3) "3. Project Information "

a. Project Title

Give the title of proposed project.

b. Project Summary

Summarize the proposed project (500 words maximum).

c. Policy Relevance with the Indo-Pacific Region (200 words maximum)

Explain the policy relevance and possible policy implications of the project to the Indo-Pacific region.

(4) "4. Fellowship Period"

In principle, the "Start Date" of the Fellowship is the arrival date in the first destination city/country and the "End Date" of the Fellowship is the departure date from the last destination city/country.

a. Start Date (mm/dd/yyyy)

The Start Date of the fellowship must fall between January 1, 2024 and December 31, 2024.

b. End Date (mm/dd/yyyy)

The End Date must be within 15 months of the start of the fellowship.

c. Does your fellowship period need to be divided into two (A and B) blocks?

Select an applicable answer about the applicant's fellowship period.

(5) "5. Schedule "

If the Fellowship period is not divided into two blocks, fill out "Fellowship Period A Block" only. If the applicant plans to divide the Fellowship into two blocks, fill out both "Fellowship Period A Block and B Block".

If the applicant needs more space to show the research activity schedule, continue the schedule chart in the Project Information Form (Form B).

● Fellowship Period A/B Block

a. City/Country

Fill the destination Cities and Countries. If the applicant plans to visit multiple cities in the same country, please use one row per country.

b. From/To (mm/dd/yyyy)

Give the dates of the stay at each destination.

c. Outline of Research Activities, Justification for Requested Duration and Research Site

Give the outline of Research Activities. If the applicant needs more space to show the research activity schedule, please continue the schedule chart in the Project Information Form (Form B).

(6) "6. Collaborators "

If the Fellowship period is not divided into two blocks, please fill out "Fellowship Period A Block" only. If the applicant plans to divide the Fellowship into two blocks, fill out both "Fellowship Period A Block and B Block".

Please give the Collaborator's name, institution, and Email. For "Status of Request", Select an

applicable answer (Confirmed/ In negotiation/ Not decided) to indicate the status of request.

(7) "7. References "

Give the name, institution, job title, E-mail, and phone number for both Referees. *The reference form should be filled out by the referee/recommender and be submitted by them directly to JFIPP_research@jpf.go.jp by August 18, 2023 (Fri) noon (Japan Time).

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(8) "8. Accompanying of Dependent(s) "

Select an applicable answer and give information about any dependent family member(s) who will be accompanying the applicant for 3 or more continuous months.

(9) "9. Application for Other Fellowships "

Select an applicable answer. Please provide information on the other fellowships with the same project as this Fellowship that the applicant has applied to or has plans to apply for. Include the fellowship period and notification date of results.

(10) "10. Previous JF Fellowships/Grants"

If the applicant has received fellowships or grants from the Japan Foundation in the past, list the program, project name, and year.

4. Project Information (Form B)

(1) "1. Project Statement (5-pages maximum)"

Describe the proposed project with the following information;

- a) Purpose and significance of the project;
- b) Originality of the project, compared with existing research/work;
- c) Methodology, plan, and name of partners/collaborators;
- d) Expected results from the project, and further prospects in the future, in particular, the potential impact on the field; and
- e) Plans for dissemination (e.g. Publications, Presentations at Conferences, etc.).

(2) "2. Major/Relevant Achievements "

List works/publications or other achievements relevant to the applying project.

5. Applicant CV/Résumé (Freeform)

Attach the data file of the applicant's CV/Résumé.

6. Documents to be Submitted by Concerned Persons (Reference Letters : Form C)

"Reference Form" (specified, two forms by two individuals)

- a. Applicants should ask two individuals, who are willing and able to judge the applicant's ability to carry out their proposal, to submit Reference Letters.
- b. Each referee/recommender should assess the applicant's ability to carry out their proposal, as well as the importance and impact of the project, and describe the relationship between themselves and the applicant in the specialized field. Fill out the specified form in English, sign it (an electronic signature or scanned data is acceptable), and send the form to JFIPP_research@jpf.go.jp August 18,

2023 (Fri) noon (Japan Time).