



Student Activities Fund

Ends on October 15, 2019

Thank you for your interest in the JICUF Student Activities Fund We are pleased to inform you that your inquiry was successful and you are now invited to submit a full proposal.

Please complete the following form as thoroughly as possible. The form must be completed **in English**. Applications submitted in Japanese will not be considered.

In addition to the online application, you will have to upload a completed **JICUF Grant Budget Form**. You can download the form here: <https://bit.ly/2lyYcdm>.

You must complete your application by **Tuesday, October 15th at 13:00 (Japan Time)**.

Should you have any questions or concerns, we encourage you to reach out to JICUF Program Manager, Fernando Rojas at frojas@jicuf.org.

Good luck!

I. PRIMARY APPLICANT INFORMATION

Primary Applicant - Full Name *

Name in Kanji (Japanese/Korean/Chinese) or Katakana (All Others) *

Primary Email *

Secondary Email

Student Type

- Undergraduate

- Graduate

If you selected **Undergraduate** as your **Student Type**, the following questions will appear.

Are you an April or September student?

- April

- September

What is your major or area of interest? *

If you selected **Graduate** as your **Student Type**, the following questions will appear.

Are you in a Master's or PhD program? *

- Master's

- PhD

What Master's or PhD program are you enrolled in? *

Graduation Date (Anticipated): *

MM/YYYY.

Please note that the primary applicant must be a full-time enrolled student for the entire project.

Who is the primary applicant's faculty advisor? *

What is his/her email? *

II. PROJECT INFORMATION

Project Title (100 characters max.) *

Tentative Start Date: *

(Date format: MM/DD/YYYY)

Is this an individual or a group project?

- Individual project

- Group project

If you indicated that your project is a **Group project**, the following question will appear.

If this is a group project, please indicate which student group, circle and/or students you will be working with. *

Does this project have a faculty advisor?

- Yes No

If you answer **Yes** to the questions above, the following question will appear.

Who is the project's faculty advisor? *

What is his/her email? *

Project Description (250 words max.) *

Describe the who, what, when, where, why and how of your project. Be sure to mention how you plan to use JICUF funds. Summarize your proposal, focusing on 1) the purpose of the program/event/conference, 2) the activities that you want funding for, and 3) the overall objective(s) of your project.

Limit: 250 words

Project Scope *

- International Christian University

Select which theme or themes this project focuses on. Check all that apply. You can read more about the themes at <https://www.jicuf.org/student-funds/>.

Project Scope - Explanation (500 words max.) *

Explain how your project touches upon the theme or themes you selected above.

Limit: 500 words

Project Activity and Implementation Plan (1500 words max.) *

In as much detail as possible, explain the nature of the activity or activities that you are seeking funding for. In general, this section should 1) identify the project's intended goals, 2) describe how the project will work and accomplish its goals, and 3) highlight individuals and partners you will work with in both planning and executing this project.

Limit: 1500 words

Detailed Activity Timetable (1000 words max.) *

Include an activity plan and timetable with as much details as possible. Be sure to include each part or phase of the project including planning an preparation, publicity and outreach, implementation, and assessing and reporting.

Limit: 1000 words

Outreach and Dissemination Plan (500 words max.) *

Explain your outreach and dissemination plan. Focus on how you will publicize your project before and after its completion.

III. PROJECT BUDGET

Be sure complete and upload the "JICUF Grant Budget Form." You can download the form here: <https://bit.ly/2lyYcdm>.

Requested JICUF Funding Amount (in Japanese Yen) *

JICUF Grant Budget Form

Acceptable file types: pdf, doc, docx, txt, rt, jpg, jpeg, gif, zip, tif, tiff, png, wfp, odt, wav, mov, xls, wpd, ppt, pptx, avi, mpg, xlsx, sib, mus, 3gp, flv, webm, psd, ai, mobi, epub, wmv, eps, key, ogg, sac, flac, aiff, wma, mkv, musx, ibooks, lba, tex, bbl, ltr, m4v, svg, fdx, dwg, vsd, vss, vst, vdx, vsx, vtx, mpp, mpx.

Upload a completed JICUF Grant Budget Form.

No files have been attached yet.

Choose Files

Have you secured and/or are you seeking support from non-JICUF funding sources for your project?

- Yes No

If you answer **Yes** to the question above, the following question will appear.

If Yes, please describe. *

What will happen to this project if you do not receive funding from JICUF?

19. Additional Comments

Feel free to share any additional comments about your project.

Limit: 500 words

20. Supplementary Materials

Acceptable file types: pdf, doc, docx, txt, rt, jpg, jpeg, gif, mp3, mp4, m4a, zip, tif, tiff, png, wfp, odt, wav, mov, xls, wpd, ppt, pptx, avi, mpg, xlsx, sib, mus, 3gp, flv, webm, psd, ai, mobi, epub, wmv, eps, key, ogg, sac, flac, aiff, wma, mkv, musx, ibooks, lba, tex, bbl, ltr, m4v, svg, fdx, dwg, vsd, vss, vst, vdx, vsx, vtx, mpp, mpx.

Feel free to upload any supplementary materials.

Select up to 5 files to attach. No files have been attached yet.

Choose Files

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