

# The Toyota Foundation Research Grant Program for Fiscal 2011 Application Form

## [Joint Research 2]

Value-creation research aimed at forging a new society

<p>Login ID (Application number)</p>	<p>Note: Please fill in your application number on the upper right space of Page 1-12.</p>
<p>Name of representative (family name, first name)</p>	
<p>Title of proposed project (The title must be within 30 words including any subtitles.)</p>	

## 1. Blueprint of project structure

Provide a concise summary of the project's issues, content, and new prospects by listing up to three points in each of the following sections

**Research issues** Describe the issues to be addressed by this project.

- ◆
- ◆
- ◆

**Content** Describe the project's content

- ◆
- ◆
- ◆

**New prospects** Explain what new prospects might be indicated through this project.

- ◆
- ◆
- ◆

Application number : \_\_\_\_\_

**2. Participating researchers** (List the project representative first.)

Name	Age	Affiliation/specialization	Role in the project
1.			Representative
2.			Contact person
3.			Accounts manager
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			
16.			
17.			
18.			
19.			
20.			

Note: If there are more than 20 project members please make a copy of this page.

Name of representative	
Representative's Address <input type="checkbox"/> Home <input type="checkbox"/> Organization (Place a check where appropriate.)	Street: City/state/province: Postal code: Phone number: Name of organization:  If you used your organization for your contact address, please include the organization name here.
Alternate phone number	(The phone may be a cellular/mobile phone.)
Email address	

**Note: Use only black ink and write clearly within the space provided. If using a computer, please set the font size to either 10.5 or 11.**

**3. Professional history and past activities of representative and principal members**

**Note: Use only black ink and write clearly within the space provided.  
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Application number : \_\_\_\_\_

**4. Research Issues** Describe the research issues to be addressed by this project.

**5. Previous and Related Research** Please describe previous research and the current situation for research on your topic.

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**6. Content** Describe the project's content and methodology.

<b>Content of Project</b>	<b>Methodology</b>

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**7. New prospects** Explain what new prospects might be indicated through this project.

**8. Core organizations** Provide information about any organization(s) that will be at the core of this project.

Name and year established:

Past grant publications (domestic and international):

Size (scale of financing, number of personnel, etc.):

Website URL:

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**9. Project schedule**

Year/month	Schedule	
2011/11	Start of grant period First funding disbursal	
12		
2012/1		
2		
3		
4	Second funding disbursal	
5		
6		
7		
8		
9		
10	End of grant period for one-year projects Third funding disbursal	

Only two-year projects need to provide the following information.

11		
12		
2013/1		
2		
3		
4	Fourth funding disbursal	
5		
6		
7		
8		
9		
10	End of grant period for two-year projects	

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**10. Project budget for first year (Refer to Table 1 on page 10.)**

	Item	Details	Amount requested (yen)
(1)	Information distribution, telecommunications		
(2)	Personnel expenses	Honoraria for project collaborators	
		Honoraria for project assistants	
(3)	Travel expenses	Domestic travel	
		Overseas travel	
(4)	Equipment, furniture, etc.		
(5)	Rental of property and effects		
(6)	Printing and binding		
(7)	Documents and materials/copying		
(8)	Other supplies		
(9)	Fees for commissioned work		
(10)	Meeting expenses		
(11)	Other expenses		
	<b>Total for first year</b>	*Base conversion rate: \$1=¥	¥

\*Please calculate in dollars for currencies other than Japanese yen.

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**Second year** (Two-year projects only.)

	Item		Details	Amount requested (yen)
(1)	Information distribution, telecommunications			
(2)	Personnel expenses	Honoraria for project collaborators		
		Honoraria for project assistants		
(3)	Travel expenses	Domestic travel		
		Overseas travel		
(4)	Equipment, furniture, etc.			
(5)	Rental of property and effects			
(6)	Printing and binding			
(7)	Documents and materials/copying			
(8)	Other supplies			
(9)	Fees for commissioned work			
(10)	Meeting expenses			
(11)	Other expenses			
	<b>Total for second year</b>		*Base conversion rate: \$1=¥	¥
	<b>Two-year total (grant request)</b>			¥

\*Please calculate in dollars for currencies other than Japanese yen.

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### 11. Other funding sources (for this project or related projects)

Funding already decided:

Project title and funding organization	Period of funding	Amount approved (yen)

Funding applied for (or scheduled to be applied for) this fiscal year:

Project title and funding organization	Period of funding	Amount of funding (yen)

**Table 1: Explanation of expenses**

Item		Explanation
(1)	Information distribution, telecommunications	Mail, telephone calls, facsimiles, etc.
(2)	Personnel expenses	Honoraria for project collaborators Remuneration for support and assistance from researchers, field workers, technicians, and other specialists other than participating researchers.
		Honoraria for project assistants Remuneration for support personnel, such as secretaries, field workers, and statisticians.
	*Personnel expenses may account for no more than 30% of the total budget request. *Routine personnel expenses for the project's representative and members are not allowed in principle. In certain cases, however, minimum living expenses may be provided only to postgraduate students, research students, researchers from outside the establishment, and others unable to earn a stable income, depending on the situation in each particular country. These expenses should be entered in "Honoraria for project collaborators."	
(3)	Travel expenses	Domestic travel Fares, accommodations, meals, and other expenses in the participant's country of residence for travel to conduct surveys or attend meetings.
		Overseas travel International travel, local transportation in destination country, accommodations, meals, and other expenses for travel from the participant's country of residence to conduct surveys or attend meetings.
(4)	Equipment, furniture, etc.	Purchase of equipment costing ¥100,000 or more per item.
(5)	Rental of property and effects	Rental of real estate (offices, experiment sites, etc.) and equipment (facilities for experiments, hardware, aircrafts and vehicles for fieldwork, etc.) during the project.
(6)	Printing and binding	Printing and binding of documents and other written materials.
(7)	Documents and materials/copying	Purchase of books, documents, microfilm, photos, etc.; copying of documents and other written materials.
(8)	Other supplies	Supplies costing less than ¥100,000 per item, for example, general office supplies and reagents and materials for experiments.
(9)	Fees for commissioned work	Contracting out all or part of questionnaire surveys, experiments, etc.
(10)	Meeting expenses	Meeting room rental, refreshment, meal, etc.
(11)	Other expenses	Expenses not covered in (1) to (10).

Note: The grant does not cover the indirect costs of the organization to which the recipient is affiliated or general administrative costs ("overhead").

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## Questionnaire

We ask that you please provide the following information in order to assist us with future grant activities.

(1). When did you first become aware of this grant program?

(Check one of the boxes below.)

Recently (In 2011)    One year ago (In 2010)    Prior to 2010

(2). How did you become aware of this program?

(Check the appropriate boxes below and enter details in the spaces provided.)

1: From an article or advertisement    1-1: Newspaper [name: \_\_\_\_\_ ]  
 1-2: Notice posted at a posting area  
 1-3: Direct mail from the Toyota Foundation  
 1-4: Thesis or scholarly journal [name: \_\_\_\_\_ ]  
 1-5: Other [ \_\_\_\_\_ ]

2: From an acquaintance    2-1: A present or past grant recipient  
 2-2: Someone else familiar with the Toyota Foundation  
 2-3: Someone at the Toyota Foundation  
 2-4: Other [ \_\_\_\_\_ ]

3: From the Internet    3-1: The Toyota Foundation website  
 3-2: The Toyota Foundation electronic newsletter  
 3-3: Another website [ \_\_\_\_\_ ]

4: From an explanatory meeting

5: Other [ \_\_\_\_\_ ]

(3). Are you familiar with the Japan Foundation Center or this center's publication, the *Directory of Grant-making Foundations*?

Yes    No

(4). If you have any comments on this program's Information for Applicants, please state them in the space below.

(5). If you have any issues (project themes) that you think should be addressed by the Foundation in the future, please indicate them in the space below.

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Application number : \_\_\_\_\_

## Change of Address Form

The Toyota Foundation directs notification of selection results to the contact person. Please be sure to notify the Toyota Foundation of any changes in the contact person's information by filling out and mailing this form.

Name of contact person	
Address	Street City/state/province Postal code Country
Phone number	(The phone may be a cellular/mobile phone.)
E-mail address	
Reason:	
*If the contact person will be unavailable for a certain period owing to a business trip or other circumstances, please list the relevant dates below and provide the address for an alternative individual. From (month/day/year):     /   /2011     to:   /   /2011	

\*Please enter the application number received after submitting your application in the upper right-hand space.

**Mail to the following address:**

Research Grant Program  
The Toyota Foundation  
Box 236, Shinjuku Mitsui Building 37F  
2-1-1 Nishi-Shinjuku, Shinjuku-ku  
Tokyo 163-0437  
JAPAN

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