



NOTICE OF GRANT OPPORTUNITY

WANTED: Classrooms Interested in Japanese Culture!

The Foundation is open to diverse methodologies for engaging teachers and students in the study of Japan and the United States that range from history, art, and music to science and society. The Foundation also proactively leads efforts to develop educational programs and projects when a significant need is discerned.

GRANT OPPORTUNITY: Grades K-12 apply for "Pre-College Educational" Grants
Please review awarded grants showing diversity of projects! <http://us-jf.org/programs/grants-awarded/>

GRANT OVERVIEW: The United States-Japan Foundation (US-JF) supports innovative education projects that help young Americans and Japanese learn about each other's society, culture, and country as well as learn to work together on issues of common concern. The Foundation focuses on K-12 education and throughout its history has been at the forefront of supporting teacher professional development projects that train US teachers to teach about Japan and Japanese teachers to teach about the United States. Open to diverse methodologies for engaging teachers and students in the study of Japan and the United States that range from history, art, and music to science and society. The Foundation also proactively leads efforts to develop educational programs and projects when a significant need is discerned.

DEADLINE(S): **Letter of Inquiry:** due by DECEMBER 15 (only 3-4 pages!!) Full Proposals BY INVITE ONLY due by January 31 deadline
April Funding Cycle:

- -By December 15: Suggested submission date for Letters of Inquiry.
- -December 15 - December 31: Letters of Inquiry will be reviewed and responses sent as soon as possible.
- -January 31: Deadline for receipt of Full Proposal (only invited full proposals will be considered)
- -February/March: Internal/External review of Full Proposals
- -April: USJF Board of Trustees meet to review Full Proposals, make funding decisions
- -May: Funding decisions announced

LETTER OF INQUIRY SUBMISSION: Please submit a Letter of Inquiry of 3-4 pages in English or Japanese. This should include (1) a brief description of the proposed project and its objectives, (2) any necessary background information on the project and applicant, (3) a brief budget estimate. Letters of Inquiry may be written in either Japanese or English. The Foundation welcomes the opportunity to discuss projects with prospective grantees. Email questions: programs@us-jf.org

BY INVITATION ONLY PROPSALS: Requirements:

- One page US-JF Cover Sheet with (1) applicant information, (2) Project Information listing project title, duration, budget, amount requested, (3) brief description. This form is located on their website.
- One brief paragraph explaining who, what, where, when, how, and why of the project.
- Project Description: Please describe what your project would look like if carried out as planned. Be as specific as possible, elaborating on words like study, explore, and examine. Detail who will be involved and how the proposed project will contribute to improved US-Japan relations. Explain why this project is needed at this particular time and provide details on the state of the field (e.g., what, if any other, similar projects have been or are being conducted on this topic or a similar topic), and elaborate on what is distinct or unique about your project. If your project is a multi-faceted one, please place the emphasis on the portion of the project that is being considered for the grant, rather than on the description of the entire project. (Approx. 1,500 words)
- Objectives/Outcomes: Please state the specific objectives that your project will achieve. Who will your project impact in the short term and long-term? How will these objectives impact the field a whole? (Approx. 250 words)
- Budget; Tax Exempt Status.
- Two copies, written in English – Narrative portion emailed also

RESTRICTIONS: NO undergraduate education, sports exchanges, individuals, for-profit organizations

FINAL REPORTING: As a grant recipient, school agrees:

- Updates on status to continue to receive payments: send USJF a letter requesting next payment and a short update on progress.
- Grant Final Reports within 90 days of completion: (1) Final Narrative summarizing full view of project and project team's experiences, (2) Final Expenditure Report (suggested format on website)

ADDITIONAL INFORMATION: Informational Page: <http://us-jf.org/programs/grants/pre-college-education/>
Application / Letter of Inquiry Page: <http://us-jf.org/guidelines/application-process/>