

# The Kubota Fund

## Application Guideline for Grant FY 2018 / 2019

Founder: Yutaka Kubota (Founder & former Chairman of Nippon Koei Co., Ltd. )  
Trustee: Mizuho Trust & Banking Co., Ltd.  
Authorized by: Ministry of Foreign Affairs, Japan, 1984

The Kubota Fund is based upon Mr. Kubota's conviction that (1) economic development and social stability of developing countries are ultimately produced by engineers' self-esteem and self-reliance, and (2) well-organized training programs are crucial to foster good engineers. The Fund presents grant for research analysts, trainees and students from developing countries who join in academic or training program(s) provided by research/educational institutes or private enterprises located in Japan.

The Fund invites applications for grants for FY 2018 / 2019 on the following terms:

### 1. **Qualifications:**

- a. Applicant must be a national of developing country or born & raised in a developing region whose annual GDP per capita is less than US\$7,000.<sup>-1</sup>.
- b. Applicant should be officially registered to a research/educational institute or business enterprise located in Japan.
- c. Applicant must be (or will have to be) pursuing academic degree(s)/conducting research project(s) on a specific engineering development theme (preferably civil, electrical, agricultural engineering, environment, energy or development economics).
- d. Applicant should be recommended by a permanent/professional staff, who holds capability/position to evaluate ability, achievements and potentiality of the applicant adequately, of the organization to which the applicant belong, such as his/her academic or managerial supervisor(s).

### 2. **Number of grantees and period of grant:**

- a. The number of grantees to be selected this year will be 12, including those who will be awarded renewed grant.
- b. The period of each grant is one year.
- c. The renewal of another one-year grant will be subject to qualifications.
  - ※ The grant will not be extended automatically. It is indispensable, if you try continuing your grantee status, to reapply to the Fund for the next fiscal year.

### 3. **Amount of grant:**

From Yen 80,000.- to Yen120,000.- per month.

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<sup>1</sup> Based upon the newest data provided by IMF, "World Economic Outlook Database"

(The amount of grant and number of grantees are annually reviewed and eventually determined by the Management Committee of the Fund.)

#### 4. **Application:**

The applicant who wishes applying for the grant is requested to submit the documents listed below. Registration of an application will be effective only when all the documents needed have reached the Secretarial Office of the Fund.

(1) “Grant Application”

(Download from the website: <http://www.kubota-fund.org> )

Submit the document by E-mail ( [kubota-fund@bx.n-koei.co.jp](mailto:kubota-fund@bx.n-koei.co.jp) ).

And also submit a signed original application document with your photograph by postal mail.

(2) “Letter of Recommendation”

(Download from the website: <http://www.kubota-fund.org>)

(3) “Certificate” which shows that the applicant has been officially registered to, or to be admitted to enter into, a specific enterprise or research/educational institute located in Japan, for the period of grant payment.

※ The grantee enrolled from the fiscal year 2017/18 who wishes “renewal” of his/her status as a grantee, please send a copy of qualification letter from the Fund issued in the previous year.

(4) “Transcript of Bachelor or Master Course (for the final year)” of the college/university/graduate school in your home country or previous institute.

※ Current technical college students are exempted from (4).

***Applications should be addressed to:***

The Secretarial Office for the Management Committee The Kubota Fund c/o Nippon Koei Co., Ltd. 1-14-6 Kudan-kita, Chiyoda-ku, Tokyo 102-8539, JAPAN E-mail: <a href="mailto:kubota-fund@bx.n-koei.co.jp">kubota-fund@bx.n-koei.co.jp</a>
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#### 5. **Closing date for applications:**

January 19, 2018. (Postmarked on January 19, 2018 is valid)

#### 6. **Selection:**

The Management Committee will make a decision on the recommendation announced by the Selection Committee after the examination.

#### 7. **Notice of selection:**

Notice of the result of the selection will be given, in written form, to the applicants by the end of March 2018.

(In case of success): The notice will be delivered via both e-mail to the applicant and postal mail to the recommender.

(In case of failure): The notice will be delivered via e-mail to the applicant.

**8. Payment of grant amounts:**

- a) Grant amounts for the period from April 2018 to September 2018 will be paid in July 2018.
- b) Grant amounts for the period from October 2018 to March 2019 will be paid in January 2019.
- c) If the period of the grant is less than six months, payment will be divided by monthly installments, to be paid at the above mentioned dates.
- d) Grant amounts will be remitted to the account designated by the grantee.
- e) The period of the grant is within the validity of the grantee's stay permit or visa.

**9. Termination of grant:**

If a grantee is disqualified in accordance with the guidelines of the Fund, the grant will be terminated. Should false representation be found on the Grant Application, the applicant is obliged to refund the grant even if it has already been spent.

**10. Report on training or study:**

Grantees are required to submit reports on their training or study every six months, during the period in which they are receiving the grant.

**11. Contact Us**

If you have any question about this "Guidelines for Application for Grants FY 2018 / 2019", please contact us.

The Secretarial Office for the Managing Committee  
The Kubota Fund c/o Nippon Koei Co., Ltd.  
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Tokyo, Japan 102-8539  
E-mail: [kubota-fund@bx.n-koei.co.jp](mailto:kubota-fund@bx.n-koei.co.jp)  
Phone: 03-3238-8030 / Fax: 03-5276-2656

*This "Application Guideline for Grant FY 2018 / 2019" is subject to the terms and conditions expressed in the Japanese guideline of The Kubota Fund.*