

Application Summary Form for The Nippon Foundation's Overseas Grant

Date / /

Project applications must be submitted for screening every year, even in the case of multi-year projects. So please fill in the following information on the activities for one year only.

Project Information			
Title of project			
Background and Purpose of the Project	<i>Please give a concise description of problems and issues the proposed project will address, and the purpose and goal of the project.</i>		
Expected Outcome	<i>Please give a concise description of the expected outcome of the project, including specific numbers where possible. (In itemized form)</i>		
Project Outline	<i>Please briefly explain the project outline; its contents, location, schedule of activities, targeted beneficiaries, and how the project will be conducted. (In itemized form)</i>		
Dissemination	<i>Please briefly explain how the outcome of the project will be disseminated; publication, media coverage, conference materials etc.</i>		
Project Location	<i>Village, Town, District, State or Province, Country etc.</i>		
Project Budget (for one year)	JPY/US\$/Euro	Project Time Frame	From mm/dd/yyyy
Funding Requested to The Nippon Foundation	JPY/US\$/Euro		To mm/dd/yyyy
Funding from Others	JPY/US\$/Euro	Desired Date of Grant Payment	mm/dd/yyyy

Implementation Schedule

Date	Location	Activities

Originality, Impact, and Evaluation of the Project

Please fill in the following section in terms of the entire project period, and not just the activities to be conducted this year.

<p>Innovative and Original Aspects of the Project</p>	
<p>Expected Impact and Long Term Effect of the Project</p>	
<p>Evaluation Methods and Means of Verification</p>	<p><i>Please explain how you will evaluate the outcome and impact of the project; including the method of evaluation, objectively verifiable indicators, and data that will be used as a measure of the project's success.</i></p>

Information for Multi-year project only

Project Period	Year(s) (from mm/dd/yyyy to mm/dd/yyyy)		
Total Project Budget	JPY/US\$/Euro	Funding Requested to The Nippon Foundation	JPY/US\$/Euro

Implementation Schedule

Project Activities	1 st year	2 nd year	3 rd year

Project Plan for (2nd) Year (mm/dd/yyyy - mm/dd/yyyy)

Project Budget	JPY/US\$/Euro	Funding Requested to The Nippon Foundation	JPY/US\$/Euro
Expected Outcome	<i>Please give a concise description of the expected outcome of the project, including specific numbers where possible. (In itemized form)</i>		
Project Outline	<i>Please briefly explain the project outline; its contents, location, schedule of activities, targeted beneficiaries, and how the project will be conducted. (In itemized form)</i>		
Project Location			

Project Plan for (3rd) Year (mm/dd/yyyy - mm/dd/yyyy)

Project Budget	JPY/US\$/Euro	Funding Requested to The Nippon Foundation	JPY/US\$/Euro
Expected Outcome	<i>Please give a concise description of the expected outcome of the project, including specific numbers where possible. (In itemized form)</i>		
Project Outline	<i>Please briefly explain the project outline; its contents, location, schedule of activities, targeted beneficiaries, and how the project will be conducted. (In itemized form)</i>		
Project Location			

Applicant Information			
Name of Organization			
Name, Title and Post of Representative	<i>As listed in the organization's bylaws.</i>		
Headquarter Address	<i>As listed in the organization's bylaws (PO Box is not acceptable).</i> Country:		
Mailing Address (if different from above)			
Telephone Number		Facsimile Number	
E-mail Address		Web Site URL	
Date of Establishment		Annual Expenditure	(FY)
Organization	Number of Office(s)		Number of Staff
	<i>If there is more than one office, please stipulate their locations, and the number of staff at each office.</i>		
Program Countries	<i>Please include all countries that your organization is active in. (Not limited to this particular project)</i>		
Type of Organization and Institutional Setting	<i>Please include the organization's legal and tax status.</i>		
Mission of Organization			
Main Activities and Major Achievements	<i>Please briefly describe the past activities and accomplishments of the organization. (In itemized form)</i>		
Contact Information			
Name, Title and Post of Project Director			
Address	<i>PO Box is not acceptable.</i> Country:		
Mailing Address (if different from above)	Country:		
Telephone Number		Facsimile Number	
E-mail Address			

Project Budget Form for The Nippon Foundation's Overseas Grant

Name of Organization:

Project Title:

Project Period:

1. Project Revenues

	Amount (JPY/US\$/Euro)
The Nippon Foundation	
Other Donors or Funding Sources	
Total	

2. Project Budget

Items	The Nippon Foundation		Others
	JPY/US\$/Euro	Local Currency	JPY/US\$/Euro
Operational Expenses (direct expenses for the project)			
Administrative Expenses (staff salaries, staff travel, office expenses)			
Total			
Project Total:			

Rate: 1JPY/US\$/Euro = _____ as of _____

*Although it is not mandatory, The Nippon Foundation recommends that applicants follow this format.

*Please provide us with a detailed breakdown of the expenses.

For multi-year projects, please fill in the following information:

	Project Budget	Funding Requested to The Nippon Foundation	Percentage of The Nippon Foundation Funding of Total Project Budget
1st year (mm/dd/yyyy)			
2nd year (mm/dd/yyyy)			
3rd year (mm/dd/yyyy)			
Total			

Date:

Financial Officer: