

# Frequently Asked Questions: Institutional Grant Programs in Japanese Studies

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## General FAQs

### Eligibility

- What fields of Japanese Studies does the Japan Foundation (JF) support?
  - JF supports the academic study of Japan in fields of the Humanities and Social Sciences.
  - JF is open to supporting interdisciplinary and/or comparative proposals, as long as a significant portion of the project is focused on Japan.
  
- What kinds of projects can JF support?
  - Academic events both in-person and online, such as symposia, workshops, guest lecture series; and institutional enrichment, such as library resources, student support and hiring new faculty.
  - Proposals may include project components in arts, culture and Japanese-language education, as long as there is a significant academic component. For example: a guest lecture for a film screening; a symposium on Japanese language pedagogy.
  - JF is open to projects not included in this list. Have a unique idea? Get in touch with us at [japanese\\_studies@jfnj.org](mailto:japanese_studies@jfnj.org)
  
- What kinds of projects can JF *not* support?
  - Projects focused solely on arts & culture, such as starting a Taiko drumming club;
  - Projects focused solely on Japanese language-education, such as hiring language instructors;
  - Projects in fields of medicine, manual training, or natural sciences;
  - Projects solely for individual research (see our [Fellowship](#) program);
  - Projects without a significant academic component, such as sightseeing trips to Japan or culture festivals.
  - JF may have other grant opportunities to support these kinds of projects. For more information, contact [info@jfnj.org](mailto:info@jfnj.org)
  
- Is my institution eligible to apply?
  - JF only supports institutions with tax-exempt status, which is most often but not always 501(c)(3). We can review IRS documentation that proves tax-exempt status at the state level, such as 170(c)(1). Sometimes this may be the University Foundation or Board of Regents.
  - Applicants are required to show proof of tax-exempt status, usually a copy of a letter from the Internal Revenue Service (IRS).
  - IPS applicants cannot apply to IPS-Small at the same time, but can concurrently receive a CGP grant as well as other JF grants for different projects.

- There may be only one Project Director who must be from the applying institution. In the case of a collaborative project, select only one institution as the applicant.
- All grantees are subject to JF's Terms & Conditions, which are non-negotiable.

## Funding Priorities

- What makes a strong proposal?
  - JF supports projects that:
    - Plan to reach a wide audience, across a department, institution or community;
    - Have a long-term vision for building or strengthening Japanese Studies at the applying institution, and a sustainability plan for the project outcomes;
    - Demonstrate institutional commitment to furthering Japanese Studies at the applying institution.
  - Successful proposals will include a:
    - Project narrative, justifying all expenses requested to JF;
    - Budget proposal with concrete line item requests and detailed breakdowns;
    - Project timeline;
    - Letter(s) of support from the applying institution, such as a dean, provost, or president; and collaborating institutions and individuals.
- Are matching funds required?
  - Matching funds are only required for the [Institutional Project Support \(IPS\) grant program](#). Cost-matching is required for new faculty hire salary/benefits. For details, please see the program [Guidelines](#).
  - Matching funds are not required for other grant programs. However, institutional contributions help demonstrate commitment to the project.

# Grant program FAQs

## Institutional Project Support (IPS) Grant Program

- [Institutional Project Support \(IPS\)](#) program overview
  - Up to \$150,000 per year, for projects up to 3 years
    - Provides seed funding for a new faculty hire in Japanese Studies, 50% salary and benefits for 3 years. Most successful IPS proposals include a new faculty line request.
    - Other requests may include student support, library acquisitions and research materials, conference, symposia, workshops, etc.
    - Matching funds required, either applicant funds or other funding sources.
  - Priority given to proposals that promote innovative and sustained growth of JS in the U.S.
  
- How can JF support a new faculty hire?
  - The IPS program can cover up to 50% of one or more new faculty hires' salary and benefits over a 3-year period.
  - JF will only support new hires, and cannot support promotion of existing faculty. JF typically supports incremental lines.
  - The proposed faculty line can be in Japanese Studies or another discipline, as long as the new hire's specialty is Japan. For example, JF supported a new faculty line in [Environmental Studies](#) filled by a Japan specialist.
  - Proposals may request multiple new faculty lines, but JF may decline to support more than one line. See an [example](#) of a successful proposal with multiple faculty lines.
  - JF's objective is to support long-term, sustained development of Japanese Studies in the U.S. Therefore, the applying institution must demonstrate commitment to continuing the line beyond the end of the grant period.

## Institutional Project Support - Small (IPS-Small) Grant Program

- [Institutional Project Support - Small \(IPS-Small\)](#) program overview
  - Up to \$25,000 for projects up to 12 months
    - Supports academic events, such as conference, symposia, and workshops; professional development; student support; etc.
  - Priority given to:
    - Institutions that face difficulties maintaining current levels of infrastructure for Japanese Studies;

- Projects that stimulate infrastructural interest in Japanese Studies at small or newer institutions without an established program of Japanese Studies or those that lack the personnel or resources;
- Proposals that promote innovative and sustained growth of Japanese Studies.

#### JFNY Grant for Japanese Studies

- [JFNY Grant for Japanese Studies](#) program overview
  - Up to \$5,000 for projects up to 12 months
    - Defrays costs for academic events, such as conferences, colloquia, symposia, presentations, lectures, etc.
  - Priority given to proposals in the mid to late planning stages, that enhance the presence of JS at the applying institution
  - Deadline: Rolling

#### JFNY Grant for Online Japanese Studies

- [JFNY Grant for Online Japanese Studies](#) program overview
  - Up to \$2,500 for online projects up to 12 months
    - Defrays costs for online programming, such as virtual symposium, seminars, and workshops; expansion of digital archives; creation of web contents; digital exhibitions, etc.
  - Deadline: Rolling

If your question is not addressed here or in Program Guidelines, please reach us at [japanese\\_studies@jfny.org](mailto:japanese_studies@jfny.org)