

Annexe :

Les candidats doivent remplir les conditions suivantes :

- Etre un ressortissant d'un pays en développement, ou né et élevé dans une région en développement, dont le PIB annuel par habitant est inférieur à 7.000 USD ;
- Etre officiellement inscrit dans un institut de recherche/d'enseignement ou une entreprise située au Japon ;
- Etre (ou devra être) en train de poursuivre des études universitaires/mener des recherches sur un thème de développement d'ingénierie spécifique, de préférence :génie civil, électrique, mécanique, génie agricole, environnement, économie de l'énergie ou économie du développement ;
- Etre recommandé par un personnel permanent (titulaire /professionnel, qui détient une position d'évaluer adéquatement la capacité, les réalisations et le potentiel du candidat, ou de l'institution à laquelle appartient le candidat.

Les documents requis pour soumettre les candidatures sont indiqués comme suit :

- **Formulaire de candidature** à remplir (ci-joint) : il est important de s'assurer que (i.) la photo du candidat est jointe et (ii.) la signature est apposé dans la dernière colonne du formulaire de demande. Ce formulaire est téléchargeable sur : <https://www.kubota-fund.org/>
- **Lettre de recommandation** (à remplir) : formulaire joint au présent envoi ;
- **Attestation/certificat** qui affirme que les candidats appartiennent à un institut ou une entreprise d'enseignement /de recherche situé au Japon, pour la période de réception de la bourse ;
- Les candidats retenus doivent envoyer **une copie de la lettre d'admission** de l'institut/entreprise qui acceptera la personne en tant qu'étudiant/stagiaire/chercheur ;
- **Relevé de note du cursus** de licence ou de maîtrise/master du collège/université/écolesupérieure (pour la dernière année).Le candidat issu d'un collège/école technique est dispensé de soumettre ses relevés de notes.

Pour postuler, il est demandé aux intéressés de soumettre leurs dossiers de candidatures :

1. Par e-mail à l'adresse électronique suivant : **kubota-fund@bx.n-koei.co.jp**
2. Par voie postale : les dossiers de candidatures doivent etre envoyés à l'adresse ci-après :

助成金申請書 Grant Application (for April 2022 ~ March 2023)

公益信託 久保田豊基金

受託者 みずほ信託銀行株式会社 御中

Messrs. The Kubota Fund

Mizuho Trust & Banking Co., Ltd

氏名 / Name (Family name, First name, Middle name)		性別 / Gender	写真 Photograph (4cm×3cm)
		☐ Female ☐ Male	
生年月日 / Date of Birth (D / M / Y)		国籍 / Nationality	
/ /			
パスポート番号 / Passport No.	来日 (予定) 日 / Arrival Date (D / M / Y)	滞在期限 / Stay Permit Until (D / M / Y)	
	/ /	/ / ~ / / (Extension expected? ☐ Yes ☐ No)	
助成金申請期間 / Application Period for the Grant (最大 12 ヶ月間 / 12 months Maximum)			
/ / ~ / /		計 For	ヵ月間 months
申請者住所・連絡先 / Address of Applicant		所属機関および連絡先 / Institutional Affiliation and Address	
〒		所属機関名 / Name of the Institutional Affiliation	
e-mail : Phone :		〒 TEL :	
推薦者氏名 / Name of the recommender		推薦者所属 / Institutional affiliation of the recommender	
来日形態 / Condition of Visit			
☐ 1. 政府からの派遣 ☐ 2. 自費、個人負担 ☐ 3. 日本の団体からの招待		dispatched by the government private finance invited by Japanese organization(s)	

来日目的/Purpose of Visit

- ☐ 1. 技術の習得 acquire new technologies
☐ 2. 論文の作成 write thesis/ dissertation
☐ 3. 学位の取得 receive academic degree(s)
☐ 4. その他 others ()

研修・研究分野/Field of Research

- ☐ 1. 土木工学 civil engineering
☐ 2. 電気工学 electrical engineering
☐ 3. 機械工学 mechanical engineering
☐ 4. 農業・農村開発 agriculture and rural development
☐ 5. 環境科学 environmental science
☐ 6. 開発経済 development economics
☐ 7. その他 others ()

研修・研究テーマ/Theme of Research

高校卒業以降の経歴 Activities after Graduation from High School	年 月 Year / Month
	/ ~ /
	/ ~ /
	/ ~ /
	/ ~ /
	/ ~ /
	/ ~ /
	/ ~ /

最終学歴/Final Academic Degree

年 月 Year / Month

/

母国での住所/Permanent Address at Your Home Country

母国での勤務先名・住所/Name & Address of Office in Home Country (if employed/suspended working)

日本語に関する資格、学習予定があれば記入

/Japanese Language Qualification and Plan for studying Japanese, if any.

助成金受給予定年度の月額所得と収入源
Estimated amount of income per month (other than the Grant) for the period of Grant and its origin(s)

¥

- | | |
|---|---|
| ☐ 1. 久保田基金以外の奨学金など | other Japanese scholarship except Kubota Fund |
| ☐ 2. 家族からの送金 | remittance from family |
| ☐ 3. 母国からの奨学金 | scholarship from home country |
| ☐ 4. アルバイトなど | part time job |
| ☐ 5. その他 | others () |

助成金申請の理由 (500 文字以内) / Reason(s) for Grant Application (350 words maximum)

研修終了・卒業後の進路 (800 文字以内) / Job or career plan after the research/study in Japan (600 words maximum)

来日の経緯・目的および来日後の状況について記入してください。(500 文字以内)

Please describe your purpose of visit and your activities since arrival in Japan. (350 words maximum)

次項へ続く / Go to the next page

研究テーマ・方法、およびそれらを将来のキャリアプランにどのように活かすかについて記入してください。
(1,000 文字以内)

Please describe theme and method of your research, and how you plan to make use of it for your future career and ambitions. (700 words maximum)

本申請書の記載は事実と相違ありません。 / I hereby declare that the statement given above is true and correct.

日付 / Date

署名 / Signature

**The Kubota Fund
Application Guide for Grant
Academic Year 2022/2023**

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 domestic 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 the academic year 2022/2023 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.⁻¹
- 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, mechanical, 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 (from April 2022 to March 2023).
- 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 academic year.

¹ Based upon the newest data provided by IMF, "World Economic Outlook Database"

3. Amount of grant:

From Yen 80,000.- to Yen100,000.- per month.

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

4. Application:

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

(1) "Grant Application"

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

Submit the document by E-mail (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"

(Form to be downloaded 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 academic year 2021/22 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 and 1st-year undergraduate students in Japan are exempted from (4).

Applications should be addressed to:

The Secretarial Office for the Managing Committee
The Kubota Fund c/o Corporate Management Headquarters, Nippon Koei Co., Ltd.
5-4 Koujimachi, Chiyoda-ku,
Tokyo, 102-8539 JAPAN
E-mail: kubota-fund@bx.n-koei.co.jp

5. Closing date for applications:

Friday, January 14, 2022 (Postmarked before and on the date are valid).

6. Selection:

The Managing Committee will make the final 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 2022.

(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 2022 to September 2022 will be paid in July 2022.
- b) Grant amounts for the period from October 2022 to March 2023 will be paid in January 2023.
- 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 opened in Japan and 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 2022/2023," please contact us.

Please be noted, on the other hand, that any questions concerning the selection of grantees are basically not acceptable after the closing date of application until the notice of selection.

The Secretarial Office for the Managing Committee, The Kubota Fund
c/o Corporate Management Headquarters, Nippon Koei Co., Ltd.
5-4 Koujimachi, Chiyoda-ku,
Tokyo, 102-8539 Japan
E-mail: kubota-fund@bx.n-koei.co.jp
Phone: 03-5276-2454 / Fax: 03-5276-2656

This "Application Guideline for Grant FY 2022/2023" is subject to the terms and conditions expressed in the Japanese guideline of The Kubota Fund.

**The Secretarial Office for the Managing Committee, the Kubota Fund
c/o Corporate Management Headquarters, Nippon Koei Co., Ltd
5-4 Koujimachi, Chiyoda-ku
Tokyo, Japan 102-8539**

Téléphone : (+81)3-5276-2454/ fax : (+81)3-5276-2656 (aux fins utiles)

L'acceptation de candidatures ne sera effective que lorsque tous les documents requis seront parvenus au Secrétariat de ce Fonds. Les fichiers électroniques et les documents imprimés (formulaire) doivent être soumis.

Il est à noter que la date de clôture des candidatures est fixée pour le **14 janvier 2022** (les cachets de la poste avant et à la date sont valables).

Il est exigé également aux candidats de remplir le formulaire de candidature uniquement en anglais ou en japonais et doit être dactylographié. En revanche, les candidatures manuscrites ne seront pas acceptées.

Pour plus de détails, le candidat est invité à lire attentivement le **guide de candidature/Application guide** (annexé au présent envoi) dans son intégralité. S'il s'avère que la candidature de l'intéressé ne satisfait pas une des conditions indiquée dans le guide, la demande sera automatiquement rejetée du processus de sélection des bénéficiaires.

Pour ce qui est de la notification de la sélection officielle du candidat, un avis du résultat de la sélection sera remis, par écrit, aux candidats d'ici **la fin du mois de mars 2022**. Dans le cas où la bourse a été offerte, un avis sera remis à la fois par e-mail au candidat et par courrier postal à la partie/personne émettrice de lettre de recommandation. Dans le cas contraire, en revanche, l'avis sera envoyé par e-mail au candidat.