[Individual Research Grant]   [Natural Sciences Division (English)]

Instructions for Filling out an Application for a 2021 Research Grant

Mishima Kaiun Memorial Foundation

1. General notes

(1) Register your basic information as an applicant in the Applicant Registration Screen on the website. After registering, you will be informed of your submission number on the Registration Complete Screen, so indicate your submission number in the top right field of your application.

(2) Application documents should be Word documents in English. The font size should be about 10–11 points, and print documents in black and white. The Selection Committee will be sent black and white copies.

(3) Use a paperclip to attach the original application (printed on one side only) and a copy, and mail those documents to the Foundation. When mailing those documents, omit the table of Codes for Areas of Research at the end of the application.

(4) Keep the format of application documents intact. To the extent possible, write briefly and concisely when filling out fields for entry. You can provide explanations in tables and figures.

2. Notes on specific items

1) Title of the research

(1) Concisely describe the specifics of your Research Topic in 30 words or less.

(2) When indicating your Area of Research, select the appropriate code, field, and branch from the table of Codes for Areas of Research appended to the end of the application documents.

(3) When submitting an application in the Natural Sciences Division, circle ◯ the appropriate field from among those listed in Relationship to Food Sciences. If you wish to select a field other than those listed, write it in parentheses ( ).

2) Use of the grant and corresponding amounts

Specify the following costs or expenses.

(i) (Equipment/apparatus costs)	The cost of equipment/apparatus specifically required to conduct the research.
(ii) (Cost of Consumables)	The cost of consumables such as reagents, laboratory animals, office materials.
(iii) (Travel/transportation expenses)	Expenses for conference attendance, transportation during the conduct of the research, and expenses for accommodations.
(iv) (Personnel costs)	Honoraria for outside collaborators and honoraria for temporary personnel, research assistants,

translators/interpreters, etc. who are needed to conduct the research.

Grant money cannot be used to pay for personnel at the institution with which the applicant is affiliated.

(v) (Expenses for materials)	Expenses for the purchase of books/materials
(vi) (Printing and copying costs)	Expenses to copy documents and materials and to print manuscripts
(vii) (Other expenses)	Conference attendance fees, translation fees, publishing and editing fees, fees for manuscript submission, communications fees

3) Purpose of the research

Clearly and specifically describe the background for your research, particular features of your research, the originality of your research, anticipated results, the significance of your research, etc.

4) Research plan/methodology

To the extent possible, describe in easy-to-understand wording a specific plan and way (methodology) to achieve the goals of your research and its advantages.

5) Relationship to Food Science

When submitting an application in the Natural Sciences Division, concisely describe how your research will contribute to food science.

6) Research achievements

List any papers on which you have collaborated/authored over the last 5 years that relate to the research in your application. Start with the most recent, and list the names of all authors, title, journal, volume, first and last pages, and publication year (list up to 10 papers published in the last 5 years)

7) Signature and seal

Mail the application, with the signature and seal of the applicant and his or her recommender, to the Foundation's offices.

3. Other notes

(1) Submitted applications will not be returned, so be sure to keep a copy for your records.

(2) Please refrain from appending materials, such as a list of references, to the application documents.