

## **APPLICATION FORM FOR THE JAPANESE CULTURAL GRANT AID**

Please fill out the following as precisely as possible

### **1. Applicant Organization**

(1) Name of applicant organization (in English)  
(in Spanish / in French)

(2) Address

(3) Phone number

(4) Fax number

(5) Person in charge of the proposed project

(name)

(title)

(6) Year of establishment of organization

(7) Number of staff  
(Attach organizational chart of applicant organization)

(8) History of applicant organization

(9) Main activities  
(If there is a specific document or booklet introducing your organization, please attach it to this form.)

(10) Annual budget

(11) Has your organization received any financial / technical assistance from foreign governments or international organizations?

(12) Has your organization had a connection with any Japanese organizations / institutes or universities?

\*Attach photos

(external view, location scheduled for construction, renovation and installation of equipment applied-for, existing equipment)

\*Please attach maps showing the project site / place where the equipment is supposed to be installed.

## **2. Name of the Project (in English)**

example: project for construction of National Judo Center

(in Spanish / in French)

## **3. Requested amount**

## **4. Background of the Project**

## **5. Objectives of the Project (itemize as concretely as possible.)**

(1) objectives / purpose of the project:

(2) overall goal / medium and long-term objectives:

## **6. Outline of the project and request (itemize as concretely as possible)**

(1) Outlines of requested facilities (such as the name and address of the project site, site-selecting criteria, supporting photographs, design drawings with dimensions and area, number of requested facilities, and desired materials to be used.)

(2) In the case that the project involve equipment supply,  
List of requested equipment (such as the name and address of the site to install the equipment, equipment-selecting criteria, name, specifications, quantity, unit, price, total amount, etc. of the equipment.)

(3) Methods to operate, manage, and maintain the facilities or equipment, expected number of persons to be secured, together with their technical levels, and prospect to secure necessary budget.

(4) Financial sources for management and maintenance after completion of the requested project.

Fully borne by the government;

Partially borne by beneficiaries;

Fully borne by beneficiaries (estimated amounts and number of persons)

(5) Breakdown of the amount of the facilities and equipment and supporting data

(6) Expected impact of the Project

(7) Estimated population that would be benefited by the Project

(8) Additional information

(a) Existing facilities:

No

Yes (Current situation of the existing facilities plans, specifications, supporting photographs, materials used, etc.)

(b) List of existing equipment covering the name, quantity, year purchased, country of origin of the equipment, together with the manufacturer's name and operating conditions (A = operable, B = partially operable, and C = not operable and the reason(s) for such inoperability.)

(c) Project site preparation (including expropriation)

Land:

Already secured

Name of the landowner:

Area:

Not yet secured

Name of the landowner:

Area:

In this case, specify the prospect to secure it, procedures and time needed for expropriating it.

(d) Related grant aid operation in the past

FY

Title:

Amount: ¥      million

Target area (specify the names of the provinces, cities, etc.):

Assessment on level of utilization of the project:

A (good)

B (possible)

C (bad)

D (not utilized)

(e) Request to other donors for the same project

If yes, please specify donors.

(f) Aid by third countries in the same or related fields

Name of Donor	Period	Type	Amount	Outline	Relationship with the present request

**7. In case this project is adopted, do you wish the tender in Japan (by the agent designated by the Japanese Government)?**

Yes / No

**8. In the case that the project is adopted, which involve equipment supply, do you wish longer technical guidance than usual about the use of provided equipment when it is installed? And if your answer is YES, what is the reason?**

**9. Other information with special remark**