



THE JBA FOUNDATION

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June 1, 2018

Japanese Enrichment Grant (JEG) from JBA

Dear Sir/Madam,

Japan Business Association of Southern California (JBA) is pleased to announce the “**JBA Japanese Enrichment Grant (JBA JEG)**.” JBA is a nonprofit corporation whose mission is to develop and improve the business environment for Japanese companies in Southern California. It is comprised of approximately 500 Japanese companies engaged in diverse business activities throughout Southern California.

One of our goals is to contribute to our local community. To move toward this goal, in 2008, we established **JBA JEG** to support school(s)/class(es) which practice Japanese language/cultural activities. We believe that learning about different cultures makes a positive impact on students' futures.

You can apply for this grant in support of already existing activities, as well as new activities planned for the year starting June 2018.

Please note that we would like to differentiate this grant from other scholarship type funds which are directed to individual students. Also, we would like to support activities whose outcomes can later be presented to JBA.

To apply for this grant, please carefully read the enclosed “2018 Japan Enrichment Grant program guide” and fill out “2018 JBA Japan Enrichment Grant Application Form,” and email the application form and other related documents to: 2018JEG@jba.org

The deadline for this application is September 28, 2018.

The result of the selection to be made by JBA in its sole discretion and will be communicated to the applicants no later than November 30, 2018. The grant will be distributed to school(s)/class(es) in December 2018.

Should you have any question regarding this grant, please contact Christine Kitajima at JBA by email (kitajima@jba.org).

Sincerely,

Satoru Rokuta
2018 JBA Education and Cultural Committee Chair

Japan Business Association of Southern California 2018 Japan Enrichment Grant (JEG) Program Guide

The purpose of the JBA Japan Enrichment Grant is to support educators to provide Japanese language and/or Japanese cultural education to students in Southern California.

Eligible Organization

All educators who teach at Public and Private K-12 Schools, Colleges, Universities and Japanese Language Schools in Southern California

Eligible Expenses

- ① Eligible Items for Support (Examples)
 - Books about Japan and/or Japanese language
 - Realia used in classrooms or events
 - Japanese musical instruments
 - Japanese costumes
 - Direct expense for the project such as school bus to transport students to event locations)
- ② NON-eligible Items (Examples)
 - Personal expenses, such as travel to workshops and conferences
 - Expenses for endowment campaigns
 - Stipends for teachers and subs
 - General school supplies
 - Graduate study

Grant Amount

Up to \$3,000 per project

All grant payments will be made to each awarded school, not applicants or the PTA.

Project Duration

Japanese Enrichment Grants are for one year only. An organization may resubmit a proposal for continued funding in the following year. Those organizations who apply for this grant consecutively must submit a new application each year.

Proposal Deadline

September 28, 2018

Award Notification

End of November 2018.

Award Ceremony

December 12, 2018 (Scheduled)

Evaluation Method

Grant proposals will be evaluated using the following seven criteria.

- ① Project goals
 - a. Project's goals and objectives contribute to student achievements
 - b. Project directly links to teacher and/or student behaviors and achievements
 - c. Number of students/teachers receiving the benefit is appropriate

- ② Innovation and creativity
 - a. Project has a clear element of originality relative to the organization or the field of education
 - b. Project reflects creative or innovative use of practices, tools, personnel, and other resources
- ③ Assessment of achievement
 - a. Project's goals and objectives are clearly defined
 - b. Proposal includes a specific evaluation plan to assess the achievement of goals and objectives
- ④ Clarity
 - a. Proposal includes a specific start and end date
 - b. Proposal identifies clear roles and responsibilities for each participating educator
- ⑤ Cost effectiveness
 - a. Proposal reflects efficient use of existing organization resources in addition to the requested resources
 - b. Total grant request is commensurate with identified program requirements
 - c. Proposal indicates specifically how JEG funds will be used
- ⑥ Information sharing
 - a. Proposal includes a specific plan to share the outcome of the project with others
- ⑦ Alignment
 - a. Proposal shows an alignment among the objectives, activities, evaluation, and information sharing plans
 - b. Proposal identifies alignment to state and district standards based on the particular grant category

Grant award will be made by JEG committee based on the criteria set forth in this document. All award determinations will be within the sole discretion of the committee. By submission of an application, applicants expressly consent to submit to the committee's sole and absolute discretion regarding the interpretation of award criteria.

Obligation

Awarded applicant and his/her school must:

- ① Visit JBA to meet with JBA representatives and other award recipients, and receive a payment check. (If the applicant cannot visit JBA, he/she may send a representative.)
- ② Accommodate JBA JEG committee's requests to visit the school and observe the project.
- ③ Acknowledge the funding came from JBA in some public form.
- ④ Submit a report of the project after its completion. (The report may be in any form including a written summary, video, and student essay. Copies of expense receipts must be attached.)

Disclosure of Information

Information on supported projects such as the name of the applicant and project descriptions will be made public on JBA's website and other public relations materials.