



Japan Business Association  
of Southern California

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August 2015

## 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 difference in students’ future.

You can apply for this grant in support of already existing activities, as well as new activities planned for the year starting September 2015.

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 “2015 Japan Enrichment Grant program guide” and fill out “2015 JBA Japan Enrichment Grant Application Form,” and mail the application form and other related documents to:

**Japan Business Association**  
**Attn: JBA Japan Enrichment Grant**  
1411 West 190<sup>th</sup> Street, Suite 220  
Gardena, CA 90248

**The deadline for this application is October. 31<sup>st</sup>, 2015 (post-marked).**

The result of the selection to be made by JBA in its sole discretion and will be communicated to the applicants no later than Nov. 30, 2015. The grant will be distributed to school(s)/class(es) in late 2015 or early 2016.

Should you have any question regarding this grant, please contact Ikumi Mori, JBA by email ([mori@jba.org](mailto:mori@jba.org)).

Sincerely,

Riki Maeda  
2015 JBA Education and Cultural Committee Chairman

Japan Business Association of Southern California  
2015 Japan Enrichment Grant Program Guide

**Project Considerations**

The purpose of the JBA Japan Enrichment Grant is to support Public and Private K-12 Schools, Colleges, Universities and Japanese Language Schools, that provide Japanese language and/or Japanese cultural education to students in Southern California.

- ① Eligible Items for Support (Examples)
  - Books about Japan and/or Japanese language to teach the Japanese language and/or culture
  - Realia for teaching the Japanese language and/or culture
  - Japanese musical instruments for Japanese cultural events
  - Japanese costumes for Japanese cultural events
  - Indispensable direct expense for the project (such as School bus transport to event locations)
- ② NON-eligible Items for Support
  - Capital improvements
  - Indirect costs
  - Overhead costs
  - Personal expenses, such as travel to workshops and conferences
  - Endowment campaigns
  - Stipends for teachers and subs
  - General school supplies
  - Incentives
  - Refreshments
  - Graduate study

NOTE: All technology equipment is eligible, but NOT a priority.

**Japanese Enrichment Grants are for one year only. Depending on the status of the project, an organization may resubmit a proposal for continued funding. Those organizations who apply for this grant consecutively must submit a new application and a document that explains achieved outcomes and successes/challenges.**

**Grant Amount**

Up to \$3,000 per project

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

**Eligibility**

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

**Proposal Deadline**

October 31<sup>st</sup>, 2015

(Award notification is scheduled to be made in November, 2015.)

**Selection Method**

Grant proposals will be selected based on the following seven criteria. Not all criteria need to be satisfied, but serve as a guideline for writing proposals.

- ① Improvement of student achievement in education about Japan and Japanese culture
  - a. Project's goals and objectives contribute to student achievement
  - b. Project directly links to teacher and/or student behaviors and achievements
  - c. The number of students/teachers affected by the project 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 expected outcomes
  - a. Project's goals and objectives are clearly defined and measurable where appropriate
  - b. Proposal includes a specific evaluation plan to assess goals and objectives
  - c. Evaluation plan includes formative and summative assessment
- ④ Achievable implementation
  - a. Timeline is realistic and includes a specific start and end date
  - b. Project will be evaluated within 60 days after the dead-line on **October 31<sup>st</sup>, 2015**.
  - c. Proposal identifies clear roles and responsibilities for each aspect of implementation
- 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 The JEG funds will be allocated
- ⑥ Dissemination
  - a. Proposal includes appropriate methods to identify what new ideas and effective practices were learned
  - b. Proposal includes a specific plan to disseminate the outcome results, the new ideas, and the effective practices from the project
- ⑦ Alignment
  - a. Proposal shows an alignment among the objectives, activities, evaluation, and dissemination plans
  - b. Proposal identifies alignment to state and district standards based on the particular grant category

Grant award will be made by the JEG committee based on the criteria set forth in the memorandum. 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 interpretation of award criteria.

### **Obligation**

Awarded applicant and his/her school must be able to:

- ① Visit JBA to receive a payment check. (If the applicant cannot visit JBA, he/she may send a representative.)
- ② Arrange JBA JEG committee's visit to the school and observe the project.
- ③ Acknowledge the funding came from JBA in some public form.
- ④ Submit an outcome of the project after its completion. (The form of the outcome may be in any form of medium, such as DVD, papers, and so on.)

### **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.