

# The 50th Anniversary Grant Program Project Proposal Form for Individual Research Project

(Fill out information inside the boxes using a font size larger than 10. Do not add a new page.)

## 1. Career History and Achievements

Describe your career history and achievements in research and other activities.

Sample

## 2. Research Background and Objectives

Please discuss how your research project envisions what human society will be like 50 years ahead based on a hypothesis and research question formed through relevant existing research or previous cases, and describe in detail the research background and objectives of your research, including its uniqueness.

Sample

## 2. Research Background and Objectives (continued)

Sample

### 3. Project Implementation and Methods

Explain in concrete terms the content and methods of your research project over the course of the grant period in achieving the research objectives you have laid out.

Sample

**3. Project Implementation and Methods (continued)**

Sample

**4. Expected Research Outputs and Impacts**

Sample

## 5. Schedule

Please write down your schedule according to the period of your project implementation (1 year or 2 years).

(Year/Month)	(Notes)	Schedule
2025/5	Start of grant period 1st disbursal	
6		
7		
8		
9		
10		
11	2nd disbursal	
12		
2026/1		
2		
3		
4	End of 1-year grant period	
5	3rd disbursal	
6		
7		
8		
9		
10		
11	4th disbursal	
12		
2027/1		
2		
3		
4	End of 2-year grant period	

## 6. Project Budget Plans

Describe expense details that show the basis of estimation (unit: 10,000 yen)

Item	Expense details	Amount
1 Personnel expenses		
2 Honoraria		
3 Fees for commissioned work Payments to outside firms		
4 Travel expenses		
5 Communication & delivery		
6 Devices, equipment, & machinery ¥200,000 or more per item		
7 Miscellaneous items Less than ¥200,000 per item		
8 Documents & copying		
9 Printing & binding		
10 Rent & utilities		
11 Other expenses		
Total		

## 7. Other grants/subsidies

Be sure to specify below if you plan to use other grants or subsidies alongside this Toyota Foundation grant or if you plan to conduct related research by using other grants or subsidies.

Other grants/subsidies			
Confirmed grants/subsidy	Research title & source of grant/subsidy	Period	Amount
Applications submitted or planned	Research title & source of grant/subsidy	Period	Amount

output

### Example

Other grants/subsidies			
Confirmed grants/subsidy	Research title & source of grant/subsidy	Period	Amount
	"Research on XX" XX University Science Promotion Fund	October 2024 to September 2025	2 million yen (confirmed)
Application submitted or planned	Research title & source of grant/subsidy	Period	Amount
	"Comprehensive Research on XX" (XX Foundation Research Grant)	October 2025 to September 2026	1 million yen (application submitted, to be announced in XX)

## List of Expenses

### **1 Personnel expenses**

Personnel costs for the grant recipient as well as those engaged in tasks needed for implementing the project. However, personnel costs for those professional researchers, such as full-time university faculty members or institutional researchers, cannot be reported as an expense.

### **2 Honoraria**

Payments made to those who provided assistance for the project (honorarium to research subjects, lecturers and outside experts), including travel and accommodation expenses. Other expenses for administrative work done by non-project team members, such as accounting and assistance, and for event management.

### **3 Fees for commissioned work**

Expenses for commissioning highly specialized operations, which cannot be easily performed by the grant recipient, to outside organizations or institutions when conducting surveys, data calculations, or system building.

### **4 Travel expenses**

Domestic and overseas travel expenses (transportation and accommodation). The grant does not cover miscellaneous expenses such as per diem allowances or food expenses.

### **5 Communication and delivery expenses**

Bills for phone and internet services, postage, delivery services, etc.

### **6 Devices, equipment, & machinery**

Purchases of devices, equipment, machinery, documents/materials and other items with a tax-inclusive price of ¥200,000 or more per item.

\* Devices, equipment, machinery, documents/materials and other items with a tax-inclusive price of ¥200,000 or more per item shall not remain the property of an individual and be donated to an institution or organization affiliated with or involved in the project after the end of the grant period.

### **7 Miscellaneous items**

Expenses for purchasing supplies and other miscellaneous items with a tax-inclusive price of less than ¥200,000 per item.

### **8 Documents and copying**

Expenses for purchasing documents/materials (with a tax-inclusive price of less than ¥200,000 per item) or copying documents/materials.

### **9 Printing and binding**

Printing, binding, and other expenses for pamphlets, flyers, booklets, etc.

### **10 Rent and utilities**

Rent and utilities for properties (offices, conference rooms, and laboratories) as well as expenses for leasing moveable properties (equipment for experiments, vehicles used for conducting surveys)

### **11 Other expenses**

Expenses not covered in 1 to 10.

\* Annual membership fees paid regularly to academic associations are not categorized as direct expenses and are basically not approved as such.