

The Kubota Fund
Guidelines for Application for Grants 2014/2015

Founder: Yutaka Kubota (former Chairman of Nippon Koei Co., Ltd.)
Trustee: Mizuho Trust & Banking Co., Ltd.
Authorized by: Ministry of Foreign Affairs, Japan, 1984

The Kubota Fund, which was established by Mr. Yutaka Kubota in 1984, was based on his conviction that economic development and social stability of developing countries ultimately depend upon self-reliance for which the training of engineers is crucial. The Fund provides grants to trainees from developing countries who are already studying or training with a company or organization in Japan.

The Fund invites applications for grants for 2014/2015 on the following terms:

1. Qualifications:

- a) Trainees must be nationals of developing countries in Asia, Africa, and the Middle East.
- b) Trainees preferably belong to a company or organization in the Kanto Region or in the Yamanashi, Nagano or Niigata Prefecture.
- c) Trainees must be studying a specific engineering development theme (preferably civil, electrical or agricultural engineering, or development economics).
- d) Trainees who are recommended by the company or organization to which the trainee belong.
- e) Trainees are not permitted to be in receipt of another scholarship in 2014 fiscal year.

2. Number of trainees and period of grants:

- a) The number of trainees will be 12, including those on renewed grants.
- b) The period of each grant is one year.
- c) The renewal of another one year of grants will be subject to qualifications.
 - ※ The grant will not be extended automatically. It's needed to reapply for the grant fund for next fiscal year.
- d) In principle, only one trainee will be accepted from each country or organization.

3.Amount of grants:

From Yen 80,000 to Yen120,000 per month.

(The amount of grants and number of trainees will be determined by the Managing Committee every year.)

4.Application:

Trainees wishing to apply for grants are requested to submit these documents.

- (1) "Grants Application" – in the attached format.
- (2) "Letter of Recommendation", – in the attached format.
- (3) "Certificate" which shows that trainees belong to a company or organization within Japan.
- (4) "Transcript of Bachelor or Master Course (for the final year)" of the college/university/graduate school in your mother country.

Applications and inquiries should be addressed to:

The Secretarial Office for the Managing Committee
The Kubota Fund,
c/o Nippon Koei Co., Ltd.
4, Kojimachi 5-chome, Chiyoda-ku,
Tokyo, Japan 102-8539
Tel:03(3238)8027 / Fax:03(3238)8326

5.Selection:

The Managing Committee will make a decision on the recommendation of the Selecting Committee after the examinations of all documents submitted. Those who receiving scholarship or financial support from any other institution, would be excluded from the selection.

6.Closing date for applications:

February 14, 2014. (Postmarked by February 14, 2014 are valid)

7.Notice of selection:

Notice of the result of the selection will be given, in writing, to the applicants by the late-March 2014 via the company or organization to which the trainee belongs.

8.Payment of grant amounts:

- a) Grant amounts for the period from April 2014 to September 2014 will be paid in July 2014.
- b) Grant amounts for the period from October 2014 to March 2015 will be paid in January 2015.
- c) If the period of the grant is less than six months, payment will be divided by monthly installments, to be paid at the above - mentioned dates.
- d) Grant amounts will be remitted to the account designated by the trainee.
- e) The period of the grant is within the validity of the trainee's stay permit or visa.

9.Termination of grants:

When the trainee is disqualified in accordance with the guidelines of the Fund, the grant will be terminated. Should false representation be found on Grant Application, the applicant obliges to refund the grant even it has already been spent.

10. Report on training or study:

Trainees who are selected are required to submit a report concerning their training or study every six month, during the period in which they are receiving the grant.

11.Contact Us

If you have any questions about this "Guidelines for Application for Grants 2014/2015", please contact us by e-mail.

【Contact】

E-mail : kubota-fund@bx.n-koei.co.jp

This guideline is subject to the terms and conditions expressed in the Japanese guideline of The Kubota Fund.

The Secretarial Office for the Managing Committee The Kubota Fund, c/o Nippon Koei Co., Ltd. 4, Kojimachi 5-chome, Chiyoda-ku, Tokyo, Japan 102-8539 Tel:03(3238)8027 / Fax:03(3238)8326

Personal Information Protection Policy

Private Banking Planning Department

Mizuho Trust & Banking Co., Ltd.

Mizuho Trust & Banking Co., Ltd. (Mizuho Trust), declares to comply with the Personal Information Protection Law and make efforts at all times to ensure protection of our customers' personal information and proper use of such information.

Mizuho Trust will use customers' personal information that is necessary to conduct its business and to accomplish business objectives specified below, and will not make use of such information beyond the purposes regulated by laws and regulations without the prior consent of the principal individual.

Scope of Business Operations

- **Banking:**
Deposits/withdrawals, domestic exchange, loans, foreign currency exchange, sale of investment trusts, insurance subscription, intermediation of securities trading, and other relevant operations.
- **Trusts:**
Money trust, money in trusts other than money trusts, pensions trust, group trust, asset formation trust, charity trust, testamentary/inheritance trust, securities trust, employees stock ownership trust, trust for money obligations, real estate trust and other asset trusts.

(Trust related operations)

Intermediation and sale of trust products and trust certificates, securities transfer, inheritance and will services, audit of accounting, intermediation of acquisition/disposal/lease of assets, paying agent of principal/interests/dividends from bonds and stocks, collection of loans, execution of obligations, brokering/sale/appraisal/management of real estate, and other relevant operations that the trust banks are authorized to perform by applicable laws.

- **Other operations:**
Any other operations that Mizuho Trust is permitted to perform under applicable laws including those likely to be authorized in future.

Purpose of Use

Customers' personal information will be used for the following purposes in offering the customers various financial products and services by Mizuho Trust, our affiliated and allied companies and the companies belonging to the Mizuho Financial Group (Note*).

- To open new accounts and to deal with applications for new transactions for financial, trust products and services.
- To confirm the identity of customers in accordance with the laws and to determine their eligibility for utilizing our financial and trust services.
- To manage ongoing transactions including the specific dates relating to deposits, loans, trusts, securities and any other financial products.
- To make credit assessments over loan applications (credit facilities) and other continuous transactions.
- To determine appropriateness of the financial products and services based on the principle of suitability.
- To disclose personal information to third parties such as the private credit companies to the extent necessary for the conduct of proper business relating to providing credit.
- To conduct in an appropriate manner the operations relating to personal data processing that are consigned to us in all or in part by other business entities.
- To execute obligations and to exercise the rights in accordance with the laws and the agreements with the customers.
- To develop new financial/trust products and services by analyzing the results of market research and data.
- To give information on financial and trust products and services to the customers by means of such as sending direct mails.
- To give information to the customers on financial products and services of the allied companies.
- To terminate transactions and to deal with the follow-up administrative work of the terminated transactions.
- To monitor and control various risks, and to carry out transactions (including trust contracts and consignment contracts) smoothly and appropriately with the customers.

(Note)* Refers to the companies belonging to the Mizuho Financial Group, the

consolidated subsidiaries and the companies under the application of the equity method whose names are listed on the financial statements of the Group. The latest list of the companies can be viewed on Mizuho Financial Group website (<http://www.mizuho-fg.co.jp>)

Sensitive Information

We will not use and disclose the following sensitive information of customers to any third parties in accordance with the Enforcement Regulations of the Banking Law concerning protection of personal information except as set forth in the guidelines.

- Personal information regarding our customers' ability to repay loans except for the purpose of making our own investigations for their eligibility to borrow.
- Sensitive information regarding such as race, religious beliefs and creeds, family origin, location where family register is kept, medical and criminal records to any third parties except for the purposes that are necessary for the proper conduct of the business

If you do not wish to receive any direct mails from us, please contact your branch personnel.

個人情報保護法について（補足）

（本『お客さまの個人情報の取扱いに係る利用目的』は、日本語を正本とし、英文は参考訳にすぎず日本語と英文の解釈が異なる場合、日本語の解釈によるものとする旨を追記する）

The English language translation of our Personal Information Protection Policy is provided for the convenience of our customers only. Should confusion arise in the interpretation in the English translation with respect to any and all terms therein, the Japanese original version will always govern the meaning and interpretation. To the extent translation has been included, Mizuho Trust shall have no liability or responsibility to the customer or entity with respect to any claim, loss, liability, or damage caused or likely to be caused directly or indirectly by the translation.

助成金申請書 Grant Application

公益信託 久保田豊基金

受託者 みずほ信託銀行株式会社 御中

Messrs. The Kubota Fund

Mizuho Trust & Banking Co., Ltd

氏名 Name (Family name, First name, Middle name)		性別 Sex	写 真 Photograph (4cm×3cm)
		1. Female 2. Male	
生年月日 Date of Birth (D/M/Y)	国籍 Nationality		
パスポート番号 Passport No.	来日 (予定) 日 Arrival Date (D/M/Y)	滞在期限 Stay Permit Until (D/M/Y)	
	/ /	/ / ~ / / (Extension expected? 1. Yes 2. No)	
申請者住所・連絡先 Address of Applicant		所属機関および連絡先 Institutional Affiliation and Address	
〒 TEL : e-mail :		[所属機関名]	
		〒 TEL :	
来日形態 Condition of Visit		来日目的 Purpose of Visit/chose as many as applying	
1. sent by local governments 2. private expense student 3. invited by Japanese organizations 4. others ()		1. acquire new technologies 2. build new theories 3. receive degrees 4. others ()	
研修・研究分野 Field of Research		研修・研究テーマ Theme of Research	
1. civil engineering 2. electrical engineering 3. agriculture and rural development 4. environmental science 5. development economics 6. others ()			
来日以降の経歴 Activities since Arrival in Japan			年 月 Year / Month

来日の経緯・目的および来日後の状況について簡潔に記入してください。

Please briefly describe your purpose of visit and your activities since arrival in Japan.

研究テーマ・方法およびそれらを帰国後のキャリアプランにどのように活かすかについて記入してください。
(1,000字以内)

Please describe theme and method of your research, and how you make use of it for your future career plans.
(700 words maximum)

本申請書の記載は事実に相違ありません。

I hereby declare that the statement given above is true.

申請者署名

日付

Signature

Date

添付書類を確認してください。 Please confirm the attachment.

- 1. 推薦書 Letter of recommendation
- 2. 在席証明書 Certificate of present institutional affiliation
- 3. 母国の大学・大学院での成績証明書(4年次または修士2年次のもの) Transcript of Bachelor or Master Course (for the final year) of the college/university/graduate school in your mother country.

推 薦 書 Letter of Recommendation

公益信託久保田豊基金

受託者 みずほ信託銀行株式会社 御中

フリガナ 氏 名		生年月日
研修テーマ		
滞在期間および 研修の場所		
日本語の習熟度	Speaking	Hearing
推薦所見		

上記の者を、助成金給付対象者として推薦します。

日付 _____

企業名（団体）名 _____

役職名 _____

推薦者名 _____ 印