

## Student Research and Creative Funding at TUJ

The Research department at TUJ provides funding for students to develop their original research/creative work. Students may apply for up to ¥50,000 to be used for a project or its presentation, and meet with Mariko Nagai, Research Director, during the semester to discuss the process.

Funding may be used for registration fees, transportation, conference lodging, or other requests on a case-by-case basis. Applications are processed on a rolling basis, and are reviewed by the Research Director.

### Eligibility

- Must be full-time undergraduate students, with at least one full-time semester after the project (i.e., you can't receive funding right before you graduate).
- The maximum available funding for a project is ¥50,000 (approximately \$500 USD).
- Equipment costs, durable goods (i.e., anything you would keep after the project), and tuition costs are not covered by this award.
- Supplies normally provided by the student's school/college/department are not covered by this award.
- Funds will not be awarded retroactively (i.e., you can't apply for a project you've already finished).
- Funds must be used within the academic year.

### Process

**Step 1.** Apply by filling out this form and emailing to [tujresearch@tuj.temple.edu](mailto:tujresearch@tuj.temple.edu). Please apply **one month in advance** of when you intend to use the funds.

**Step 2.** Research committee reviews the application. Applicants are notified within two weeks.

**Step 3.** Meet with the Research dept. to discuss your project. For approved expenses, Research can pay certain invoices directly, or students can receive partial funding up-front. Payment timing and other details will be agreed on at the time of the meeting.

**Step 4.** Do your project or presentation.

**Step 5.** Show us your work! Complete a summary form and submit to [tujresearch@tuj.temple.edu](mailto:tujresearch@tuj.temple.edu) describing the project or presentation.

**Step 6.** Meet with Research dept. For approved reimbursable expenses, students provide receipts and receive remaining funding. Steps 5 & 6 should take place one month after the project or presentation date.

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Questions? Contact: [tujresearch@tuj.temple.edu](mailto:tujresearch@tuj.temple.edu).

## Student Research and Creative Funding Application

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

TU ID: \_\_\_\_\_ TUJ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Major: \_\_\_\_\_ Planned date of graduation: \_\_\_\_\_

Project title: \_\_\_\_\_

Approximate project start date: \_\_\_\_\_ Approximate project end date: \_\_\_\_\_

Does this project involve travel? If yes, where? \_\_\_\_\_

### **PROJECT ABSTRACT** (100-300 words)

Please describe your research/creative project, including the proposed outcome or deliverable (i.e. paper, exhibit, film, etc.), indicate the coursework or experiences that have prepared you for this project, its specific focus and scope, and its significance to your undergraduate course of study and/or professional development.

### **BUDGET PROPOSAL**

Please list the costs for which you are requesting funding. If you're not sure if something is reimbursable, list it and we'll let you know. Please add more lines as needed.

Description	Amount
Ex: Round trip train transportation from Tokyo-Nagoya	¥ 22,180
Total Amount:	

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_