

Call for applications in 2026

p. 1	Research Grants (Categories A-E)
p. 10	Grant for Campus Activity (Category F)
p. 16	MIRAI Academic Field Creation Project Grant (Category G)

*Applications for "I. Research Grants" and "II. Grant for Campus Activity " will be accepted in March.

Section 3. MIRAI Academic Field Creation Project Grant (Category G)

This Research Grant covers a portion of the cost of education and research activities. Original receipts (addressed to Keio SFC Academic Society) in an amount equal to or greater than the grant amount will be required for reimbursement. Because this is a large grant, the number of applications is expected to be limited, so unlike A-F grants, you do not need to register your information using Google Form. Please read this application guideline carefully and submit your application by e-mail to: gakkai@sfc.keio.ac.jp.

Application documents must be submitted prior to the date of the activity (project) to be applied for. Please submit the application after the participants, fees, contents and details of the event have been decided. Applications submitted after the fact will not be accepted for any reason. The following are the deadlines for submitting applications for the fiscal year 2026.

Deadline: 4PM on Feb. 24, 2026

Additional applications may be accepted depending on the status of the application.

Applicants will be notified of the acceptance or rejection of their applications by e-mail within two weeks after the deadline.

3-1. Purpose of the grant

The Keio SFC Society has changed its name from the Shonan Fujisawa Society to the Keio SFC Society, effective April 2020. This change is in line with our desire to create a bright future through the revitalization of Keio SFC, which is home to various academic fields including humanities, social sciences, life sciences, health sciences, care science, design, music, etc. By taking advantage of these strengths and promoting the fusion and collaboration of academic fields, we hope to create a new intellectual community. By taking advantage of these strengths and promoting the fusion and collaboration of academic disciplines, it is hoped that space and opportunity will be led to the creation of new knowledge and the revitalization of SFC's overall educational programs. To this end, SFC has established the "Mirai Academic Field Creation Project Grant" to provide new learning opportunities for current and future students in the School of Policy Management, the School of Environment and Information Studies, and the School of Nursing and Medical Care, as well

as in the Graduate Schools of Media and Governance and Health Management.

MIRAI is a Japanese word and means a beautiful future. The grant will be awarded to activities that are expected to create educational programs on campus that students will perceive as a "MIRAI academic field". As described in the "3-3. Those eligible to apply" section below, applications must be submitted by three or more regular members of SFC, including members of both the Kamoike and Nursing campuses. The following are specific examples of "MIRAI Academic Field of Study," but the application is not limited to content that evokes a sense of creation beyond what is envisioned.

e.g.1 Experiential workshops with researchers from multiple academic disciplines

e.g.2 Programs that experiment with new educational approaches in line with the purpose of the grant

e.g.3 Programs that contribute to providing students with spaces and opportunities where new knowledge can be created from the fusion of diverse disciplines at SFC

In all cases, a report on the results of the project must be prepared and published after the project is completed. The main faculty member is required to make a presentation on the progress or final results of the project at the Annual Meeting of Keio SFC Academic Society (KEIO-SAS) in November of the relevant fiscal year.

3-2. Fundable items

Fundable items are Conference participation fees, the cost of goods necessary for activities (less than 50,000 yen), Gratuities (up to 44,500 yen per case, regardless of whether it is for an individual, group, organization, company, institution, facility, etc.), travel costs (transport and accommodation), Part-time work costs (limited to undergraduate and graduate students who are members of our Society), printing costs (Paper and ink costs are not printing costs but goods necessary for activities), mailing costs (Receipts must be based on official delivery by the post office or delivery office, and purchases with cash value, such as postage stamps, are not acceptable). If you have other special circumstances, please contact Keio SFC Academic Society office. For more details, please see the "Application Form Completion Instructions and Grant Calculation Rules."

3-3. Those eligible to apply

Applications must be made by at least three faculty members who are regular members of the Keio SFC Society. The Faculty of Policy Management, the Faculty of Environment and Information Studies, and the Graduate School of Media and Governance are collectively referred to as Group A. The Faculty of Nursing and Medical Care and the Graduate School of Health Management as Group B. At this time, faculty members from both Group A and Group B must be included.

3-4. Grant amounts

Applications are screened and approved or rejected by the Grant Screening Committee. For approved

applications, the cost of research activities is partially funded, in accordance with the grant calculation rules below. The maximum grant payable per application is ¥2,000,000.

3-5. Application deadlines

An application form must be submitted prior to the implementation of the activity (project) for which the application is being submitted. Therefore, please submit the application after the participants, fees, contents and details of the event have been decided. Applications submitted after the activity (project) will not be accepted for any reason.

All activities must be conducted and all documentation and procedures completed between April 2026 and the end of March 2027. Due to the nature of the budget, if the implementation date crosses a fiscal year, the grant is not eligible. If you have any questions, please consult with Keio SFC Academic Society office. Please also note the following.

- #1 The grant will be awarded only if the applicant is a member of the Society at the time of submission of the application and on the date of implementation of the activity (project).
- #2 The activities (projects) to be funded must be carried out between April 2026 and March 2027. If the program is continued in the next fiscal year, activities from April to the following March may be included. We would be grateful for any other comments or requests from the members of the association.
- #3 Please submit your report no later than three weeks after the last day of the relevant activity (project).
- #4 Keio SFC Academic Society will make payment for the replacement payment within two weeks of the submission of the report. However, if the report is due in March, the payment will be made in a lump sum within the fiscal year.

Application Form Completion Instructions and Grant Calculation Rules for Category G
--

3-6. Application format

The application format varies according to the grant category. Please download the relevant forms from <http://gakkai.sfc.keio.ac.jp/foundation>.

3-7. Grant calculation rules

The grant amounts payable are calculated using formulas in accordance with the relevant rules. When entering grant amounts on the application form, please calculate the amount in accordance with the grant calculation rules for each grant category. On the “statement of activity costs,” please enter the actual costs (estimates permitted) incurred by the activity.

This scheme of grants to support research activities, in principle, “partially funds” the cost of relevant activities, with the intention of reducing the financial burden placed by the activity (plan) on applicants and students. Whatever the actual amount paid by the applicant, the amount of grant relating to transport and

accommodation costs payable is calculated using the grant calculation rules. Applicants are urged not to deliberately plan activities so that their costs stay just within the maximum amount that will be covered by the grant.

[Details of the grant calculation rules]

A) Cost of goods over 50,000 yen

For items costing 50,000 yen or more, a grant of up to 50,000 yen will be provided. The screening committee will decide whether or not to subsidize the item, so please clearly state the reason why the item is necessary. Also, please specify in the application how the items will be used after the activity is completed.

B) Cost of goods less than 50,000 yen

For items costing less than 50,000 yen, they will be fully subsidized by this grant. The screening committee will also decide whether or not to subsidize the item in this case, so please clearly state the reason why the item is necessary.

C) Student's part-time job

Part-time employment is limited to undergraduate and graduate students who are members of our Society. Part-time work rates must be calculated in accordance with the university's rules and regulations.

D) Travel expenses for invitees

In the case of invitees, the actual amount of travel expenses will be subsidized only if receipts are submitted (as a rule, travel expenses must include the day of the event to be covered).

E) Travel expenses for faculty participants

Accommodation fee is limited to a maximum of 10,000 yen/night per person (for a total of 50,000 yen). When faculty members or students who are members of the Society are required to travel for their activities, the Society will pay a flat rate for round-trip travel expenses in the amounts shown below upon submission of original receipts for transportation expenses for the relevant section of the trip. However, if the amount of the receipt is less than the amount shown below, it will be the amount of the receipt.

¥3000: Tokyo (excluding isolated islands), Kanagawa, Saitama, and Chiba prefectures

¥5000: Gunma, Tochigi, and Ibaraki prefectures

¥10,000: Yamanashi, Shizuoka, and Nagano prefectures

¥15,000: 7 prefectures in Tohoku, 4 prefectures in Hokuriku, 4 prefectures in Tokai, Kinki region, and remote islands of Tokyo

¥20,000: all prefectures in Hokkaido, Chugoku, Shikoku, Kyushu Regions, and Okinawa Prefecture

¥30,000: East Asia

¥40,000: Southeast Asia

¥50,000: Oceania

¥70,000: North America

¥80,000: Europe & Middle East

¥90,000: Africa/South America

F) Travel expenses for student participants

As same as E.

G) Travel expenses for general participants (travel expenses for those who do not fall under D-F)

As same as E. However, since the grant will be made to a person who is not a member of our Society in this case, it should be the minimum necessary.

H) Printing expenses

Assumes the cost of printing brochures, booklets, etc. from a vendor. Both payment by receipt and payment by invoice can be used. The cost of paper and ink can be paid for as supplies under the cost of goods, not as printing expenses (in this case, only payment by receipt is allowed).

I) Postage expenses

You may pay for postage by submitting an official delivery receipt from a post office or courier office (receipts that include stamps or possible receipts for postage are not acceptable) to the conference. If the mailing work is outsourced to a vendor, it is also possible to have the Society invoice the vendor for payment. Purchases of stamps and other highly redeemable items are not allowed. Envelopes, etc., may be paid for as supplies under the cost of goods (in this case, only payment by receipt is allowed).

J) Gratuities

Gratuities may be paid to the invitees and to the facilities, groups, companies, etc. that use them. The maximum amount for any individual, group, organization, company, medical institution, welfare facility, etc. is 44,500 yen, but please set the amount with reference to the general rules for expenditures within the university. For other special circumstances, please consult with the academic society.

K) Venue cost

We will pay the full cost of the venue used to conduct the event or activity. No limit will be set, but if the judges deem the amount to be unconscionable, you may be asked to change it or you may be disqualified.

3-8. Note on the submission of invoices at the time of reimbursement

Although all previous Keio SFC Society grants required the submission of receipts after the completion of activities, only for this grant it is possible for the Society to pay the grantee after an invoice has been submitted to the Society (payment by invoice). However, the following precautions must be observed

Regarding the timing of invoice submission. If the invoice is due by the end of February 2027, please pay it in advance and submit the receipt by the due date. If payment is to be made at a critical time, such as

the end of February, please consult with the secretariat in advance to facilitate the process.

Validity of invoices. All of the following #1-7 conditions must be met at the stage of submitting the invoice to the academic society.

- #1 The invoice must be addressed to the Keio SFC Society.
- #2 The date of issue must be between April 1, 2026 and the end of February 2027.
- #3 The name of the issuer must be clearly indicated.
- #4 The address with postal code and contact telephone number of the publisher must be clearly indicated.
- #5 The invoice number to be used for inquiries must be clearly indicated.
- #6 The invoice must be in accordance with the contents of the application form.
- #7 The invoice amount must be in accordance with the application guidelines.
- #8 The name of the account to which the payment is to be made must be clearly indicated.
- #9 The payment due date must be more than one month before the due date.

3-9. Note on submission of receipts at the time of reimbursement

1) Timing of Settlement

Reimbursement will be made after all reports and required receipts have been submitted.

2) Transportation expenses

Only public transportation is covered. Receipts for cab, rental car, gasoline, toll road, etc. are not acceptable.

3) Need for original receipts

At the time of reimbursement, please be sure to submit original receipts for expenses related to the grant amount or more; for online purchases such as Amazon, a PDF (electronic receipt) containing the receipt may be used as an original. For paper receipts, please submit the paper version. In the case of an electronic receipt, please be sure to submit the receipt in PDF format (please do not issue a duplicate electronic receipt, as this may be considered a crime, such as forgery of a signed private document).

4) How to fill out a receipt

- #1 Please follow the instructions below for the original receipts.
- #2 In principle, the receipt should be addressed to "Keio SFC Academic Society."
- #3 The proviso on the receipt should clearly state the contents of the receipt. Receipts with unclear information, such as "fee for goods," will not be accepted.
- #4 If the payment is made outside Japan, the exchange rate at the time of payment should be indicated on the statement of expenditure, and a copy of the exchange rate table or credit card statement showing the amount settled in Japanese yen should be attached.
- #5 If you use points or frequent flyer miles, they are not eligible for the subsidy. Charge payments are also

not acceptable.

3-10. Documents required for this category

Please submit the following four items in PDF format to gakkai@sfc.keio.jp, with title "Mirai Grant - Your Name". If the PDF file is heavier than 5 MB, please use a compression site to make it light enough to submit.

#1 Grant Application Form: Please fill in the actual amount and the amount you wish to subsidize according to the rules for calculating subsidies. Please specify the location of the event and whether or not permission for use is granted, and attach documents showing the details of the event. If permission has not been granted, please indicate the date when permission is expected to be granted, and send the documents to the secretariat (gakkai@sfc.keio.ac.jp) when permission is granted. If you do not need a permit, please state that you do not need a permit.

#2 Activity Plan: If the activity will involve the purchase of goods worth 50,000 yen or more, please specify how the goods will be used after the activity.

#3 Activity Schedule: Please prepare a schedule that clearly shows when, where, who, and what will be done.

#4 Usage Statement Form: Please list the actual (estimated) costs of the activity, not the grant amount.

Note. #2, 3, and 4 are stored in the same file as #1.

3-11. Documents required for this category

The following documents must be submitted within 3 weeks from the date of the event (the last day of the event period). Please note that if they are not submitted by the due date, grant payment will not be made. Details will be included in the notification of acceptance or rejection.

#1 Report of Results: A report of results (PDF) of no more than 2 pages of A4 paper. Please be sure to include how the results of your activities will be used in future research and education.

#2 Statement of use (attach receipts): Be sure to attach the original receipt (addressed to "Keio SFC Society"). If the original receipt is not attached, the grant will not be paid.

#3 Documentation of the event: Posters or other materials showing the details of the event.

#4 List of participants: Please download the "Statement of Use" and "List of Participants" from the link below. Due to the accounting system, all documents must be submitted and procedures completed by the end of the fiscal year (by the end of March 2027). If you have any questions after carefully reading the above rules, please contact the secretariat.

<http://gakkai.sfc.keio.ac.jp/foundation>

3-12. Other Important Information

If selected, the primary applicant or a faculty member of the subapplicant will be asked to give an poster presentation on the content and progress of the activity at KEIO-SAS to be held in November of the current fiscal year. If no presentations are made, the Board of Directors will review the situation and may forbid

further payments.

Keio SFC Academic Society is not in charge of coordinating with the relevant department for the use of on-campus facilities. The applicant is responsible for coordinating with the department in charge of the use of on-campus facilities.

Currently, we do not know whether this grant will be implemented in FY2027 and beyond (the Board of Directors will review this grant based on the results of FY2026). If it does, we will require sufficient novelty when reviewing applications to continue applying for this grant beyond the next fiscal year, or for applications that are considered to be from the same applicant or similar activities.

The grant recipients are required to follow the instructions of the institution that manages the grant site and to take all necessary safety measures and infection control measures to ensure the safety of the grant recipients.

If you have an idea, please consult with a regular member. If you have an idea, please consult with a regular member and apply for it with the regular member acting as the applicant.

Students: As a student member, you are not eligible to apply for this program. If you have an idea, please consult with a regular member and have the regular member act as the applicant.