Letter of Inquiry Cover Sheet

Date: _____

I. Applicant Information

Name of Primary Contact/Title

Contact Tel. No. Email Address

Name of Organization

Address

City, State, Zip / Postal Code, Country

Check 1:

☐ My organization or I hold non-profit status. (Proof of non-profit status will be provided with full proposal.) Name of Authorized Representative with authority to sign "Grant Letter" or legal grant contract on behalf of your organization.

☐ I will be using a Financial Sponsor who holds non-profit status. The Financial Sponsor will have the authority to sign the Grant Letter and other financial grant-related documents on your behalf. (Full details of Financial Sponsor along with proof of non-profit status will be provided with full proposal.)

Name of Authorized Representative/Title or Name of Financial Sponsor/Title/Company Name Nationality (US/Japan)

Address

Telephone No./Email Address

II. Project Information

Project Title Project Duration

Total Project Budget (choose ¥ or $) Amount Requested from USJF (choose ¥ or $)

V. Brief Project Description: (Approx. 250 words or fewer)