

Support for Overseas Publication for Fiscal 2022 Information for Applicants

Suntory Foundation

1. Object

The aim of the Support for Overseas Publication program is to provide financial assistance for translation, editing and publication in English and other languages of works as follows.

- A. International dissemination of outstanding research works written in Japanese
- B. Books written about Japan that are conducive to promoting a deeper understanding of Japan and Japanese culture abroad.

2. Terms of Grant

The support is intended to cover the translation and/or publication costs of a work.

The upper limit of application amount is **50% of total cost, and ¥1,000,000**. However, to cover costs for **translation and publication in English**, the limited is **two-thirds of total cost, and ¥2,000,000** per work. (The maximum for works written in English is ¥1,000,000.)

- e.g. If the total cost for translation and publication in English is ¥2,400,000, the upper limit is ¥1,600,000.
- If the total cost for works written in English is ¥2,400,000, the upper limit is ¥1,000,000

3. Eligibility

- In principle, the subject books should be in the fields of humanities or social sciences, and consist of outstanding research works written in Japanese, or works written about Japan for which financial assistance would open the route to translation and publishing.
- They may be published in any language other than Japanese.
- Works considered for grants this year must be published during **the two-year period from April 1, 2023 to March 31, 2025**
- A guarantee of high quality translation and publication must be given, such as a letter of recommendation from a third party or written proof of an arrangement with a reliable publisher.
- Works in serial form must be applied for one by one.
- The following categories will not be considered:
 - (1) Works in the natural sciences
 - (2) Revised versions of translations issued in the past
 - (3) Reprints of previously published works
 - (4) Periodicals, guidebooks, pamphlets, etc.
 - (5) Works for which commercial publishing is sufficiently feasible
 - (6) Work without a publishing agreement from a reliable publisher
 - (7) Works for which the application does not indicate suitable channels for distribution

4. Selection Process

The screening committee shall first examine all the applications and select candidates by consensus. After that, the board of directors of the Suntory Foundation shall make the final approval.

5. Payment Procedures

The payment procedures are, in principle, as follows:

- (1) Upon completion of the project, the published work should be promptly submitted to the Foundation. The 80% of the grant will be remitted after that copy has been received by the Foundation. The remaining 20% will be remitted one year after the publication and only after the prescribed form of the report has been submitted.
- (2) The specified time limit for publication is two years from the date of approval.

6. Obligations of the Recipient

- (1) As demanded by the Foundation, the grant recipient must report the progress of the project. This is necessary to ensure the objective of this support is smoothly attained.
- (2) **Acknowledgement of the Foundation's financial support** must appear in an appropriate place in the work.
- (3) **5 complimentary copies of the published works** must be sent to the Foundation.

Support for Overseas Publication for Fiscal 2022

Application Procedures

Suntory Foundation

1. Application Instructions

- (1) Application forms can be obtained from the Foundation. All required information must be filled in (total of four pages).
- (2) Use a word processor or a typewriter. If using the application on the website (Word file) or reproducing the form yourself, please make sure to keep all the sections and to maintain the same system of page.
- (3) The application should be completed in Japanese or English. Applications in any other language will not be accepted
- (4) **The amount of grant-in-aid requested must be specified in Japanese yen. The actual amount of each grant shall be determined in Japanese yen.**
- (5) The total cost necessary for publishing the work includes items such as printing, binding, paper, editing, revising, translation, etc., but does not, as a rule, include the following:
 - a) Advertising expenses
 - b) Sales and business expenses
 - c) Communication expenses and durable supplies expenses
 - d) Investigation expenses and foreign travel expenses
 - e) Working expenses and management expenses
- (6) The requested amount must be itemized and grounds therefore explained in detail.
- (7) At the time of application, the possibility of simultaneous assistance does not disqualify an applicant. The application should, however, explain in detail the nature of assistance received and/or anticipated; for example, source, amount received or requested, date or scheduled date of approval, etc.
- (8) Applicants are requested to promptly notify the Foundation of any fundamental change in the information given in the application forms after submittal or approval; for example, change to content, format or price of the work, total production cost, etc. This notification should be prior to selection by the screening committee as well as prior to payment of the grant. If the work is published without notifying the Foundation of changes, that payment may be cancelled.
- (9) Please supply addresses outside of Japan in English.
- (10) Do not staple the documents together.

2. Additional Documents for Submittal

The application forms must be accompanied by the following documents. **If these documents are in any other language other than Japanese or English, they must be accompanied by translations.** Incomplete applications may not be given due consideration. Application forms and these documents shall become the property of the Foundation and shall not be returned.

- (1) An abstract providing a concrete outline of the content and summarizing the main points of the work and the significance of publishing it in that language.
(A4 x 1page)
- (2) A publisher's guarantee that certifies the translation or the publication if and when the grant is given. (Copies are acceptable, but it is preferred that the publisher's letterhead be used.)
◆This must be submitted when applying only for financial assistance for translation.
- (3) A formal estimate, presented by a pertinent company, of the cost of printing, paper, binding, and other itemized details.
◆Both an estimate of translation fees as well as overall costs must be submitted when applying only for financial assistance for translation.
- (4) In the case of translation: The original text in Japanese. (Selected copies are acceptable.)
In the case of new literature written in languages other than Japanese: A table of contents of the work.
In the case of joint authorship: A list of collaborators.
- (5) A letter of recommendation from a third party. (A4 x 1page)

3. Payment Procedures

Remittance will be made in Japanese yen within Japan. Remittance may be made in other currencies outside of Japan, at the request of a successful applicant. The exchange rate between Japanese yen and the requested currency shall be the current rate at the time the Foundation makes payment.

4. Application Deadline

All documents should be sent by registered mail, and must be postmarked no later than November 30, 2022. The application forms (PDF file) should be sent also by e-mail. The subject of the e-mail is “Application for Overseas Publication 2022”.

Send applications and inquiries to:

Department of Support for Overseas Publication
Suntory Foundation
Suntory Annex 9F, 2-1-5, Dojima, Kita-ku, Osaka, Japan, 530-8204
sfnd@suntory-foundation.or.jp

5. Approval and Notification

Decisions will be announced in March 2023 individually to each applicant in writing. Successful applicants should submit the publishing schedule to the Foundation promptly after receiving notice. If not submitted, the Foundation may withdraw support for the project.

Support for Overseas Publication for Fiscal 2022 Application Form

To: Mr. Shingo Torii
President, Suntory Foundation

Date.

Applicant's name		Age
	Title:	
Institution/ Organization, Position		

I, the above-listed applicant, do hereby apply for Support for Overseas Publication offered by the Suntory Foundation. The details of my application are as follows.

Title of the book	Target language	
	Japanese	Language used in the newly publishing book :
Publisher		Anticipated Date of Publication

Amount requested (a) of page 2	JPY
Total cost (b) of page 2	JPY

The upper limit of the application amount is 50% of total cost, and 1,000,000 yen. In case of translation and publication in English, the limit is two-thirds, and 2,000,000 yen.

1. Author or Editor

Name	
Institution/ Organization, Position	
Academic/Professional background:	

2. Significance of Publication

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3. Publishing Plan

Format	<input type="checkbox"/> Hardcover
	<input type="checkbox"/> Paperback
	<input type="checkbox"/> eBook
	<input type="checkbox"/> Other, please specify ()
Number of copies	
Number of pages	
Price	
Anticipated date of completion manuscript (translation)	
Anticipated date of release	
details of the transfer or authorization of the copyright	
Plan for distribution of the work (NB: If an eBook, write the store or other distribution channel.)	

4. Total Cost Necessary for Publishing the Work and Amount Requested

Amount requested (a)	JPY	Exchange rate	Currency
		1 _____ = JPY	
Proposed use for financial support, grounds for application for support (Advertising and business expenses excluded.)			
Itemized account in detail (Advertising and business expenses excluded.) *Printing *Binding *Paper *Editing & Revising *Translating *Other (in detail)			
Total cost (b)	JPY		

5. Applications for assistance from other financial sources

Source	
Date or scheduled date of approval	
Amount requested or amount approved	JPY

6. Publisher

Name of Publisher	
Representative	
Person in charge of this project	
Address	
TEL	
e-mail	
Average number of publications per year*	
Annual sales	
Principal field of publication	

*If the publisher is Japanese, include the number of foreign-language works published annually and the number of works published annually in the language used in the work for which this application is being made.

7. Translator

Name		Age
Institution/ Organization, Position		
Career		
Previous major translations		

8. Applicant (If outside Japan, supply address in English)

Address	Institution/ Organization	
		TEL
	Home	
		TEL
Preferred point of contact by telephone and mail: 1. Institution/Organization 2. Home (circle one)		
E-mail		
Career		

Check List: This application form must be accompanied by the following documents.
(Incomplete applications may not be given due consideration.)

- An abstract providing a concrete outline of the content and summarizing the main points of the work and the significance of publishing it in that language. (A4 x 1 page)
- A publisher's guarantee that certifies the translation or the publication if and when the grant is given. (Copies are acceptable.)
 This must be submitted when applying only for financial assistance for translation.
 NB: Those written in languages other than English or Japanese must be accompanied by an English or Japanese translation.
- A formal estimate, presented by a pertinent company, of the cost of printing, paper, binding, and other itemized details. (Copies are acceptable.)
 Both an estimate of translation fees as well as overall costs must be submitted when applying only for financial assistance for translation.
 NB: Those written in languages other than English or Japanese must be accompanied by an English or Japanese translation.
- In the case of translation: The original text in Japanese. (Selected copies pages are acceptable.)
- In the case of new literature written in languages other than Japanese: A table of contents of the work.
- In the case of joint authorship: A list of collaborators.
- A letter of recommendation from a third party. (A4 x 1page)
- Submit all documents by registered post, and submit a PDF copy of the application form by email.

If you don't mind, please tell us where you found out about this program.