Keizai Koho Center **Teacher Fellowships**



The Keizai Koho Center (Japan Institute for Social and Economic Affairs) in cooperation with the National Association of Japan-America Societies (NAJAS) will sponsor a two-week fellowship to Japan this summer for educators in the U.S. and Canada. The fellowship allows teachers to learn first hand about contemporary Japanese society and enhance their classroom teaching of global perspectives.

Fellowship Agenda

Fellowship Dates: June - July, 2005 (Dates TBD)

The two week itinerary in Japan will include time in Tokyo, Kyoto and other key cultural cities; meetings with government officials, educators, and business people; visits to elementary and secondary schools; discussions with educational authorities, teachers, and students; tours of major industrial and corporate facilities; meetings with key business leaders; and a home stay with a Japanese family.

Highlights

The fellowship covers air transportation from the fellow's home city to Japan and return, as well as, accommodations, transportation as called for by the itinerary, and some meals. Fellows have the opportunity to enjoy Japan's scenic beauty and cultural treasures while pursuing an understanding of the successes and concerns of contemporary Japanese society. Roundtable discussions between Japanese teachers and the participants, as well as, business leaders regarding educational issues will be a key feature of the fellowship. Educators will complete a project of curriculum materials or educational activities related to the theme of the fellowship to share with other educators. A sourcebook will be published on the Internet with contributions from each fellow.

Eligibility

This fellowship is only open to those who have never lived in Japan and have not visited Japan on a similar study tour. The demands of the itinerary are such that only individuals physically able to travel without special assistance should consider this fellowship. Special diets cannot be provided and a smoke-free environment cannot be assured. Due to the nature of the program and logistical requirements, there will be no provisions for spouses to accompany fellows. Applicants must have skills and experience in developing curriculum. The fellowship is open to:

- K-12 classroom teachers of social studies, history, and business.
- K-12 teachers of disciplines with a Japan component in their curriculum (limited availability).
- Supervisors, specialists, and school administrators at the district and state levels.
- Faculty associated with 4 year colleges who are directly concerned with the training of K-12 grade levels.

Application Procedures

All application materials must be submitted to the JAS in Pittsburgh, PA Applications must be postmarked no later than February 28, 2005. Faxed applications are not accepted. Fellows will be notified in writing by April 15, 2005 of their selection. For further information about eligibility or to request an application, please contact:

> Keizai Koho Fellowship Program Japan-America Society of Pennsylvania 600 Grant Street, Room 444 Pittsburgh, PA 15219-2703

Application Procedures (continued)

Email: kkcfellowships@us-japan.org Tel: 412-433-5021 or your local Japan-America Society

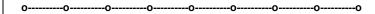
www.us-japan.org

A special committee will select each Fellow. Written applications submitted become the property of the Keizai Koho Center Fellowship Program and cannot be returned.

Applications

Applications must include the following information. Incomplete applications will not be considered. Faxed applications are not accepted. Applications should be mailed to: Keizai Koho Fellowship Program, Japan-America Society of Pennsylvania, 600 Grant Street, Room 444, Pittsburgh, PA 15219-2703. Applications must be postmarked no later than February 28, 2005.

- 1. Cover Sheet: Please include the applicant's full name, present work title, name and title of supervisor, home and work addresses, phone numbers and email address.
- 2. Individual Project: Applicants should submit a plan for the development of specific curriculum materials and/or educational activities related to Japan. The project should identify its focus or theme; how the materials will be used in the classroom, how the project will be shared with other educators; and why the KKC Fellowship is necessary for the development of the project.
- Timeline and Dissemination Plan: Applicants should provide a timeline of project-related activities scheduled from September 2005 through June 2006. For example, completion dates for print and/or multi-media materials, workshops planned, and other educational activities. Applicants are encouraged to disseminate information to audiences beyond individual schools such as district-wide teacher resource centers, and community or professional organizations. Local Japan-America Societies may be of assistance for community wide dissemination efforts. (www.us-japan.org)
- 4. Contribution to the Internet Sourcebook: Applicants will provide commentary related to their individual projects via the KKC Fellowship website in order to assist teachers in teaching about Japan.
- 5. Resume: Please list your current academic position, educational achievements, and professional activities. Provide details regarding previous curriculum and/or staff development experiences. In addition, note all foreign travel.
- **Employment**: Include a letter from one's employer which supports the proposed individual project, and attests to one's full time professional status for the 2005-2006 school year, or indicate that a sabbatical leave has been granted.
- 7. Letters of Recommendation: Applicants are invited to include letters of support for the proposed individual project and its dissemination from administrators and/or key individuals.
- 8. Reports: Applicants must agree to provide an interim report by January 15, 2006 and a final comprehensive written report by July 1, 2006. The report should describe how the knowledge and materials acquired during the visit to Japan has been utilized to further global understanding in U.S. or Canadian schools.



The Keizai Koho Center (Japan Institute for Social and Economic Affairs) is a private, non-profit organization that works in cooperation with Nippon Keidanren (Japan Federation of Economic Organizations) to foster better understanding of the goals and the role of business in a free society.



2005 Keizai Koho Center Teacher Fellowships

Application Template

Application Procedures

- 1. This template is provided for applicant's use. However, it is also acceptable to submit applications in one's own format as long as it includes all the required information as outlined in the 'Applications' section at page 1.
- 2. All items on this application must be completed and typed. Use another sheet (blank paper) if you need more space for any section.
- 3. The following documents must be attached to this application:
 - Letter of Employment (required)
 - A letter from one's employer which supports the proposed individual project, and attests to one's full-time professional status for the 2005-2006 school year, or indicate that a sabbatical leave has been granted.
 - Letter(s) of Recommendation (not required but encouraged)
 Letter(s) of support for the proposed individual project and its dissemination from administrators and/or key individuals.
- 4. Applications are mailed to:

Keizai Koho Fellowship Program

Japan-America Society of Pennsylvania

600 Grant Street, Room 444 Pittsburgh, PA 15219-2703

- 5. Applications must be postmarked no later than February 28, 2005.
- 6. Incomplete applications will NOT be considered. Faxed applications are NOT accepted. Submitted applications can NOT be returned.
- 7. Selected fellows will be notified in writing by April 15, 2005, of their selection.

Section 1. Applicant Information (Cover Sheet)					
1. FIRST NAME	2. MIDDLE NAME		3. LAST NAME		
4. HOME ADDRESS					
4. HOWE ADDRESS					
Street	City			State	Zip
5. HOME PHONE		6. HOME EMAIL			
-					
7. EMPLOYER (NAME OF SCHOOL, COLLEGE,	OR ORGANIZATI	ON)			
8. JOB TITLE					
9. WORK ADDRESS					
9. WORK ADDRESS					
Street	City			State	Zip
10. WORK PHONE		11. WORK EMAIL			
-					
12. NAME OF SUPERVISOR		13. SUPERVISOR'S	JOB TITLE		

Section 2: Individual Project					
14. INDIVIDUAL PROJECT – Include a plan for the development of specific curriculum materials and/or educational activities related to Japan. The project should identify its focus or theme; how the materials will be used in the classroom; how the project will be shared with other educators; and why the KKC Fellowship is necessary for the development of the project.					

Section 3: Timeline and Dissemination Plan					
15. TIMELINE AND DISSEMINATION PLAN – Provide a timeline of project-related activities scheduled from September 2005 through June 2006. For example, completion dates for print and/or multimedia materials, workshops planned, and other educational activities. Applicants are encouraged to disseminate information to audiences beyond individual schools such as district-wide teacher resource centers, and community or professional organizations. Local Japan-America Societies may be of assistance for community wide dissemination efforts. (www.us-japan.org)					

Se	ection 4: Resume	
16. RESUME – List your current academic position, education previous curriculum and/or staff development experiences. Ir	nal achievements, and professional activities.	Provide details regarding

16. RESUME - continued		
	Section 5: Acceptance of Responsibilities	25
I,(Type your name	, hereby certify that the inform	ation on this sheet and all attached documents is
,	my knowledge. If the fellowship is granted, I agree to prov	vide an interim report by January 15, 2006, and a
final comprehensive written repo	ort by July 1, 2006. In those reports, I will describe how th	e knowledge and materials acquired during the
visit to Japan has been utilized to	to further global understanding in the U.S. or Canadian sci	hools. I further agree to provide commentary
related to my individual projects	during and after the fellowship via the KKC Fellowship we	ebsite in order to assist teachers in teaching
about Japan.	•	-
,		
PRINT NAME	SIGNATURE	DATE