

**REISCHAUER INSTITUTE
SUPPLEMENTARY RESEARCH GRANTS
FOR ACADEMIC YEAR 2017-18**

The Edwin O. Reischauer Institute of Japanese Studies will provide support to Harvard doctoral candidates who are in the dissertation research stage in any field of Japanese studies in the humanities or social sciences, when other sources of funding are insufficient. A limited number of Supplementary Research grants of up to \$28,000 will be available for the academic year. **Ordinarily, Supplementary Research grants are used to support study out of residence.** A student may receive this grant only once. *Students applying to the Reischauer Institute for support are required to apply elsewhere as well.*

APPLICATION PROCESS: The application process will be online via the application system CARAT. Please find detailed application requirements and the link to begin your application in CARAT below.

- 1) Visit the **Reischauer Institute Supplementary Research Grant instructions on the RI website** <http://rijs.fas.harvard.edu/> under "Fellowships"(Graduate) to see what items you will need to apply.
- 2) To begin your application in CARAT, go to **<https://apps2.registrar.fas.harvard.edu/carat/>** Select the Reischauer Institute of Japanese Studies Supplementary Research Dissertation Grants to apply. After entering your info for this application into CARAT, including uploading a created, itemized budget, you will *also* need to upload your Resume, an unofficial transcript & a Statement of Purpose. Your two recommendations may be uploaded directly into CARAT by faculty, via a proxy *or* emailed directly to <cglover@fas.harvard.edu> by the **deadline Feb. 10, 2017.**
- 3) When filling out the online CARAT application, it is essential that you have filled out your **G Year, Degree, Dept. and Nationality**. In addition, please make sure you fill out both the **Title and Synopsis of your Proposal** (even if it says optional). List the title of your research (even if tentative). Do not leave these fields blank.
- 4) **Create and Upload an ITEMIZED BUDGET** detailing your expenses for the period/project for which support is requested, and the specific amount requested from the Reischauer Institute (e.g. \$18,000 for 9 mos., July 2017 – March 2018 and include city/state or city/country). Separate sheet -- 1 page. **NOTE:** You must inform the Institute if you receive any other award for this proposal after you submit this application.
- 5) **Upload a CURRENT RESUMÉ/CV-** (Not to exceed 2 pages)
- 6) **Upload your HARVARD TRANSCRIPT (unofficial or official is fine)** For an unofficial version, please go to my.harvard to print a copy of your transcript. With an official transcript, open it to make the necessary copies.
- 7) **Upload your STATEMENT OF PURPOSE** This should not only outline the research to be conducted, schedule and research sites **but also address the intellectual project rationale** (i.e.: why your research matters). Also include, month and year of expected PhD. Proposal should be brief, c.2-4 pages.

[**NOTE:** In some cases, research projects involving living human subjects (for example, if the research topic is sensitive) must be approved by the University's Committee on the Use of Human Subjects in Research (CUHS). You are responsible for making sure that you conform to University guidelines. If your project requires approval from the CUHS, you will need to secure it and submit documentation to the Reischauer Institute before you can receive an award. For guidance, please see <http://cuhs.harvard.edu> and then consult with your faculty advisor. CUHS staff is also available to respond to your questions at <cuhs@fas.harvard.edu>, (617) 496-2847]

- 8) **TWO LETTERS OF RECOMMENDATION** Recommendation letters may be uploaded and submitted directly into CARAT by faculty, via a proxy *or* may be emailed directly to the RI Coordinator, <cglover@fas.harvard.edu> by the deadline. Make sure to have your recommender denote which specific fellowship you are applying for. **Advisor's letter should indicate the current stage of the dissertation.**
- 9) If you have received previous funding from the Reischauer Institute, state grant name, year, and dollar amount. **Be sure and fill this out on the CARAT Budget page.**

UPLOAD and SUBMIT YOUR COMPLETED CARAT APPLICATION ONLINE BY THE DEADLINE.

APPLICATION DEADLINE:

Must be uploaded by FEBRUARY 10, 2017 (FRI), 5:00pm. EST

Announcement of awards: April 2017

You may also find the Harvard GSAS Fellowships webpage helpful for other grant resources.

<https://gsas.harvard.edu/financial-support/fellowships>

For information: contact the Reischauer Institute, (617) 496-4812,

Attn: Catherine Glover <cglover@fas.harvard.edu>

<http://rijs.fas.harvard.edu/fellowships/graduate-grant.php>