

**EDWIN O. REISCHAUER INSTITUTE OF JAPANESE STUDIES  
HARVARD UNIVERSITY**

**2020 Henry Rosovsky Undergraduate Summer Research Travel Grant**

The Edwin O. Reischauer Institute of Japanese Studies (RIJS) will award competitive summer research travel grants for Harvard undergraduates in the humanities or social sciences for research and/or fieldwork in Japan, **relating directly to a senior honors thesis in an area of Japanese studies**. Typically, the period of research is 2 months, but this may vary. Applicants must be in good academic standing and have completed at least two years of Japanese language study or have comparable proficiency; in the case of exceptionally strong projects, more limited language background may be considered. **It is important that applicants begin drafting research proposals early, in close consultation with their professor(s). Applicants should give their recommenders a copy of their proposal to read before letters of recommendation are written.** Grants up to \$5,000.

**Application Process:**

- 1) Apply using CARAT, Harvard's online application system: <https://carat.fas.harvard.edu/>  
After logging in with your Harvard credentials, select **“Reischauer Institute Henry Rosovsky Undergraduate Summer Research Travel Grant”** to start your application. This application requires:
  1. CARAT application
  2. Two letters of recommendation
  3. Proposal of 750 words or less
  4. Current one-page résumé
  5. Current unofficial transcript
- 2) Submit your completed application on CARAT by **Monday, February 3, 2020, 5 PM.**
- 3) Announcement of the awards will be made directly to the student by the end of second week of April.  
**Students have 1 week from the date of the acceptance letter to accept or decline the offer.**

**Application Instructions to the RIJS Henry Rosovsky Undergraduate Summer Research Travel Grant:**

- We do not expect the applicants to fill out “Project Description” and “Budget” portions of the CARAT application exactly. **For the “Budget” portion, however, applicants are expected to carefully research and estimate the costs from various online search engines** (e.g. Google flights, travel expense calculators, etc.) **for the duration of their travel.** There is no penalty for entering incorrect information, but **the committee is interested in knowing applicants’ travel budgeting skills, as well as their ability to research on traveling to Japan.** Applicants can fill out as much as they can and enter “N/A” in the required fields they are uncertain about.
- Application must be supported by **two letters of recommendation**. One must be from an instructor supervising or familiar with your research. Both recommenders should comment on the suitability of your project, as well as any relevant personal attributes. If requesting a recommendation from a Japanese language instructor, please provide the instructor with the “Language Instructor Reference” sheet (available on the [website](#)). Letters of recommendation must be uploaded to CARAT by the recommender or his/her proxy.

- In the 750-word proposal, applicants must describe the research in question, modes of analysis, degree of preparation for the project, types of resources to be used, research sites and contacts, and a tentative timeline/schedule of their research travel. **We do not have any specific formatting guidelines for proposal and résumé, but please keep the proposal to 750 words and résumé to one page.** The Office of Career Services (OCS) offers great resources on proposals and résumés, which can be accessed [here](#).
- **Research topics that involve living human subjects (including interviews) must be approved by the University's Committee on the use of Human Subjects in Research (CUHS).** Applicants are responsible for getting the approval. For guidance, please see <http://cuhs.harvard.edu/> and then consult with faculty advisor. CUHS staff is also available to respond to questions at [cuhs@fas.harvard.edu](mailto:cuhs@fas.harvard.edu), 617-496-2847.
- **Applicants are highly encouraged to apply for other funding sources,** but they must inform the RIJS if they have received other funding to support their participation in the program. Should an applicant receive funding from other sources that is greater or equal to our maximum funding amount, the applicant will no longer be considered for RIJS funding and the application will be withdrawn automatically. However, the applicant can still receive pre-departure and on-grounds support from the RIJS and partake in the summer activities organized by the RIJS.
- Any incomplete applications, or those that do not follow the instructions above, will not be considered.

**APPLICATION DEADLINE: Monday, February 3, 2020, by 5:00 PM on CARAT.**

For more information, please contact the RIJS Executive Director, Dr. Gavin Whitelaw ([whitelaw@fas.harvard.edu](mailto:whitelaw@fas.harvard.edu)).