

REISCHAUER INSTITUTE WINTERSESSION GRADUATE RESEARCH GRANT

The Edwin O. Reischauer Institute of Japanese Studies (RIJS) will offer a limited number of Wintersession Graduate Research Grants to **Harvard graduate students in the humanities or social sciences whose work focuses on Japan and who have already done preliminary research on their topic.** *Preference will be given to GSAS students in Japanese studies. Applicants should explain why wintersession research is preferable to summer research. This should be addressed in the proposal and supported by the letter of reference.* In principle, applicants should have completed at least three years of Japanese language study or have comparable proficiency in the language. Wintersession research grants are intended to cover travel *from* Harvard to Japan and *return*. *Please note:* Students receiving a wintersession grant may be less likely to receive RIJS summer funding. Up to \$3,000 in support may be requested and research must be a minimum of two weeks.

(1) APPLICATION PROCESS: The application process will be online via the application system CARAT. Please follow the CARAT instructions for the Reischauer Institute Graduate Wintersession Research Grants, as well as, the specific Reischauer Institute instructions below. The link to begin your application in CARAT <https://carat.fas.harvard.edu/>

This application requires:

- CARAT application form including the CARAT budget sheet (filled out in in itemized detail)
- Current resume/CV (not to exceed 2 pages)
- Current unofficial Transcript from my.harvard.edu; (official transcript uploaded is fine too)
- Statement of purpose (1-2 pages)
- One recommendation The one recommendation should be from your current faculty/thesis advisor in the Japan field

In addition, please note these instructions specific to the Reischauer Institute application and CARAT:

- (2) 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 the **Title of your Proposal** (even if it says optional). List the title of your research (even if tentative). Do not leave blanks for these fields.
- 3) On the **ITEMIZED BUDGET** page on CARAT, in addition to detailed expenses related to your wintersession research, indicate other sources of support including other grants for which you have applied and amount. Specify total amount requested from the Reischauer Institute & the duration. (i.e., \$2,500 for 3 weeks in January & include what city/country). **NOTE: You must inform the Institute if you receive any other award for this proposal after you submit this application.**
- 4) **UPLOAD YOUR CURRENT RESUME/CV-** Not to exceed 2 pages

- 5) UPLOAD your **TRANSCRIPT (unofficial or official is fine)** For an unofficial version, please go to my.harvard to print a copy of your transcript, scan it as a PDF, and then upload.
- 6) UPLOAD your **STATEMENT OF PURPOSE**- This should outline the research to be conducted, schedule, and research sites. Proposal should be brief, c. 1-2 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@harvard.edu, (617) 496-2847

- 7) **ONE LETTER OF RECOMMENDATION** Your *recommendation letter may be uploaded and submitted directly into CARAT by faculty, via a proxy or emailed directly to the RIJS Coordinator, cglover@fas.harvard.edu by the deadline.* Make sure to have your recommender denote which specific fellowship you are applying for. **The recommendation should be from your current faculty/thesis advisor in the Japan field. Your recommender should clearly explain why a wintersession research grant is needed rather than a summer research grant.**
- 8) If you have received previous funding from the Reischauer Institute, state grant name, year & dollar amount. Be sure and fill this field out on the CARAT Budget page.

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

No paper copies are necessary.

APPLICATION DEADLINE:

Must be uploaded by October 18, 2019 (FRIDAY), by 5:00 pm. EST

Announcement of awards: November 2019

You may also find the [Harvard GSAS Fellowships webpage](#) helpful for other grant resources.

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

Attn: Catherine Glover cglover@fas.harvard.edu,

<http://rijs.fas.harvard.edu/>