



Kyushu University EU Centre
JMCoE-Q Support Fund for Conference on the EU 2025
CALL FOR APPLICATIONS

1. Purpose

In order to foster human resources who will contribute to the development of research on the EU and Europe and to create a network among researchers, Kyushu University EU Centre provides financial assistance for travel and accommodation expenses, registration fees (including for online programmes), and a portion of the overseas study abroad insurance premiums for those who make oral or poster presentations of their research results (joint research projects also acceptable) at “international conferences on the EU”.

2. Eligibility

Those who make presentations of their research results at “international conferences on the EU”, or those who will contribute to the development of research on the EU and Europe and to create a network among researchers. Applicants must be a full-time student of Kyushu University or an assistant professor or equivalent (including academic researchers, etc.) affiliated with Kyushu University under the age of 35 at the time of participation in the international conference. In addition, the applicant must present a paper at an international conference between 1 December 2024 and 30 November 2025. (*Retroactive application is possible.) In the case of students, priority will be given to those enrolled on the EU Study Diploma Programmes (EU-DPs) in the event that there are too many applicants for the grant.

3. Number of grants, amount of support, and use of funds

(1) Number of adopted cases: a few

(2) Amount of support: Up to the amount shown in the table below, depending on the location of the international conference, between 50,000 yen and 200,000 yen per conference.

(*1) Indonesia, Cambodia, Singapore, Thailand, Philippines, Brunei, Vietnam, Malaysia, Myanmar, Timor-Leste

Category	Amount of support (JPY)	Venue
A	¥50,000	Japan, Taiwan, Republic of Korea
B	¥75,000	People’s Republic of China, Southeast Asia (*1)
C	¥100,000	North America (Hawaii), Pacific Islands, Mongolia, Russia (Far East) South Asia (*2)
D	¥150,000	Oceania
E	¥200,000	North America (excluding Hawaii), Europe, Russia, Middle East, Central America, South America, Africa
F	Actual conference registration fee	Online

(*2) India, Bangladesh, Sri Lanka, Bhutan, Nepal, Maldives, Pakistan



* If the host country does not be included any of the above categories, please inquire.

(3) Eligible for support: Travel expenses (including domestic and international airfare, passenger service facility charge, and visa fees), accommodation, registration fee (including online programmes), and, in the case of students, the cost of purchasing GAKKENSAI overseas study abroad insurance.

*The number of applicants and the amount of support may be adjusted according to budget conditions and other factors.

4. Application Procedures and Submission Deadlines

The following application documents must be submitted electronically to the EU Centre Office by the due date by uploading to the URL below. Please download the application documents from the EU Centre (JMCoE-Q) website (<https://eu.kyushu-u.ac.jp/en/>).

<URL for file upload>

https://archive.iii.kyushu-u.ac.jp/public/yHpdQbQI_c3NT4YQoJgNiPSqjB-5jp3tBPd6ZJFtL9kp

*File name should be edited as follows. e.g.: "(Your Name) ConferenceOnTheEU"

[Application Documents]

- (1) Application form (Form 1)
 - (2) Statement of Motivation (Form 2)
 - (3) A copy of the conference programme (in principle: (i) the cover page, (ii) the page showing the outline and schedule of the conference, and (iii) the page showing the applicant's name. The total number of pages from (1) to (3) should not exceed 10 and should be edited for clarity by indicating the applicant's name with a marker pen.).
 - (4) A document that confirms the presentation of the paper or application for presentation of the paper at the conference (e.g., notification of the results of peer review). If documents confirming the application cannot be submitted, e.g., because it is before the start of entry to the conference, documents confirming the reason for the application should be submitted.
- * Submission after acceptance : For applicants before participation, students are required to submit proof of GAKKENSAI overseas study abroad insurance (if overseas), and researchers are required to submit proof of overseas travel insurance (if overseas).

[Submission Deadlines]

Application Submission Deadline to EU Centre	Fri. 15 August at 5 pm, 2025
Eligible Period	<u>1 December 2024 – 30 November 2025</u> (*Retroactive application is possible.)



5. Selection Criteria/Methods and Notification of Results

The Selection Committee for the "Support Fund for Conference on the EU" will decide on the candidates and the amount of support based on a comprehensive assessment of the following criteria. The recipients will then be determined. In the case of students, priority will be given to those enrolled in the EU Studies Diploma Programmes.

- (1) Details of research in the past
- (2) Purpose of this participation
- (3) Expected results

[Notification of Results] Early-September, 2025

The results of the selection will be notified to the applicant by e-mail as soon as possible after the selection.

6. Submission of Reports

After the conference, or after the decision to adopt the support fund, a report should be submitted to EU Centre within two weeks. (Form 3)

7. Payment of Support Funds

For applicants before participation, after confirmation of participation in the conference, and for post-participation applicants, after confirming the submission of the reports, the support is transferred to the beneficiary's own bank account, etc., as specified by the beneficiary. In the following cases, the support shall be refunded even after the payment has been made.

[Refund Policy]

- (i) When the scheduled international conference does not take place.
- (ii) When an entry is made but not accepted.
- (iii) When the project was accepted but could not be reported.

8. Others

- (1) The names of the selected applicants will be published on the website. Please agree to the Kyushu University EU Centre Privacy Policy before submitting your application. (Refer to Application Form (Form 1))
- (2) Concurrent applications with other scholarships, etc. are permitted.

[Contact and Apply] Kyushu University EU Centre (Jean Monnet CoE Kyushu)

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