Please attach a recent

photograph (taken within six month) here

For Office Use Only

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**GEN FOUNDATION**

**APPLICATION FORM 2020**

**Please read the notes on page 5 before completing this form**

**Personal Details**

|  |  |
| --- | --- |
| Title (Mr/Ms/Mrs/Miss/ Other) |  |
| First name |  |
| Surname |  |
| Date of birth (dd/mm/yy) |  |
| Nationality |  |
| Address for all correspondence |  |
| Town |  |
| County |  |
| Post code (Zip code) |  |
| Country |  |
| Home telephone no. |  |
| Fax no. |  |
| Mobile no. |  |
| E-mail address |  |

**Project Details \*Please check the appropriate box**

|  |  |  |
| --- | --- | --- |
| Natural Science | Biological |  |
|  | Food Sciences/Technology |  |
|  | Chemical |  |
|  | Botanical |  |
|  | Others |  |

|  |  |  |  |
| --- | --- | --- | --- |
| Institution name |  | | |
| Country |  | | |
| Start date (mm/yy) |  | Expected completion date (mm/yy) |  |
| Level (PhD, MA, etc) |  | | |
| Full time/Part time |  | | |
| Project/ Research title |  | | |

|  |
| --- |
| **Please provide a summary of your proposed project/course**  word limit: 100 words |
| \*Please write a brief summary of your proposed project/course that maybe understood by non-specialists in your field. |

|  |
| --- |
| **Please provide details of your proposed project/course**  word limit: 600 words |
| \*Please state why you decided to undertake the project, outline your objectives and give details of the topic. |

|  |  |
| --- | --- |
| **Total request amount from the Gen Foundation** | **GBP** |

|  |
| --- |
| **Please provide a brief outline of your budget** |
| \*Please include the amount requested from the Gen Foundation, an estimate of total costs, the date the award would be required and a description of how the award would be used. Please note all awards are discretionary. |

|  |
| --- |
| **Please explain why you are applying to the Gen Foundation**  word limit: 50 words |
| \*Please give details of any link with Japan if you have. |

**Supporting Documents**

|  |  |
| --- | --- |
| I have enclosed 2 letters of reference **(original & signed)** |  |
| I have enclosed a recent copy of my CV/resume |  |
| I have enclosed an official letter of acceptance from the organisation/institution confirming my place or equivalent |  |
| Please make a note of any additional materials which you will attach to your application | |
|  | |
| Please make a note of any documents that will be submitted at a later date and when you expect to submit them. | |
|  | |

**Other Information**

|  |  |
| --- | --- |
| **How did you hear of the Gen Foundation?** | |
| Internet search engine |  |
| Word of mouth |  |
| Successful candidate (please specify) |  |
| Grants directory (please specify) |  |
| Other (please specify) |  |

**Declaration**

I declare that I have read and understood the application requirements, that the statements in the application and all supporting materials submitted are true to the best of my knowledge, and, if successful I will abide by the terms and conditions of the Gen Foundation.

|  |  |
| --- | --- |
| Signature |  |
| Date (dd/mm/yy) |  |

Notes

- Applications should be downloaded, completed and **arrive no later than 28th of February 2020.**

Send to:

The Administrator

The Gen Foundation

33 Cornhill

London EC3V 3ND

UK

\*(It is highly recommended that all applications should be sent by recorded delivery)

- Application forms should be completed in **English** only.

- References and letters from universities/institutions/organisations may be submitted

in English or Japanese, and should be attached to the application form.

- References must be **signed originals**, and written/typed on headed paper where

possible. Photocopied references will not be accepted.

- All applications must be fully completed. E-mailed or handwritten applications will not

be considered.

- Any materials submitted to the Gen Foundation may not be returned.

Terms and conditions

* Successful candidates will be required to submit a report one year after the award is received. Details will be given to successful candidates.
* The GF should be notified of any change of address during the application period and up until the date that the report is submitted if successful.
* The GF should be notified if a successful candidate changes his/her course/project after the award is received.

We will collect and process your personal data you provide to us during the registration and screening process in accordance with the requirements of the Data Protection Act 1998.

We undertake to use your personal information only for the purposes of assessing your suitability for an award, and you agree to supplyus with accurate information. We will not make this information available to third parties without first seeking your prior consent.

However, we may disclose information collected from you when we believe in good faith that the law requires it, or when it is necessary to do so to protect the rights or property of the Gen Foundation or others.