

**THE SUMITOMO FOUNDATION**  
**FISCAL 2015 GRANT FOR PROJECTS FOR**  
**THE PROTECTION, PRESERVATION & RESTORATION OF CULTURAL PROPERTIES**  
**OUTSIDE JAPAN**  
**Application Guide**

The Sumitomo Foundation offers this grant program so that cultural properties outside Japan, which are the common heritage of humankind, may be handed down to future generations.

**Subjects of Grant**

**1. Contents of Projects**

- (1) Projects for the protection, preservation & restoration of cultural properties (i.e., fine arts or historical monuments) outside Japan, which are tangible, old and artistically or academically valuable, and ought to be handed down to future generations.
- (2) Preliminary surveys immediately linked up with the projects as mentioned in 1(1) above.

Subjects of Grant for Fiscal 2014 are listed on Page 4.

**2. Qualifications of Applicants**

- (1) Applicants shall be the owners or administrators of the cultural properties or researchers who will actually conduct preliminary surveys.
- (2) The following are not eligible:
  - (i) profit-making corporations
  - (ii) individuals who own cultural properties for profit or whose cultural properties are for private use only.

**3. Applicable Expenses**

- (1) For 1(1) above; expenses directly required for the projects
- (2) For 1(2) above; expenses are applicable only to the extent that they fall under the items set forth in the table on page 3. Applicants should be reminded that the following are not applicable:
  - (i) Remuneration for services rendered by applicants and/or their collaborator(s). The term “collaborators” here refers to any researcher who conducts preliminary surveys in collaboration with applicants and may be considered co-author(s) in the event that the results of preliminary surveys are published.

(ii) Administrative expenses of universities, research institutes, or other organizations to which applicants and/or their collaborator(s) belong.

(iii) Expenses for procurement of any instrument, apparatus, or equipment for general use such as facsimile machines, copying machines, and the like.

Note: The submission of parallel applications for grants from The Sumitomo Foundation and from governments and/or other private organizations is acceptable.

**Outline of Grant Program**

**1. Grant Budget**

- (1) Total budget for fiscal 2015  
Approximately ¥35,000,000.-
- (2) Number of projects to be selected:  
Approximately 15

**2. Duration of Grant**

One (1) year, March 2016-March 2017

**3. Conditions of the Grant**

- (1) (i) Grantees are required to conclude an “Agreement” with The Sumitomo Foundation. In addition, after completion of the projects, grantees are requested to submit a “Project Completion Report” and a “Financial Report” to The Sumitomo Foundation.
- (ii) The results of the projects mentioned in Subjects of Grant 1 (1) above, shall also be reported in a “Restoration Report” by the restorer and/or conservator.

- (2) Concerning fine arts or historical monuments mentioned in 1(1) above, grantees are requested to announce to the public that the project has been funded by a grant received from The Sumitomo Foundation after the completion of the projects.
- (3) The results of preliminary surveys mentioned in 1 (2) above, shall also be published in the form of academic papers or by other means. It must be clearly indicated therein that preliminary survey has been supported with a grant received from The Sumitomo Foundation. In this case, please submit a copy of these papers, etc. to The Sumitomo Foundation.
- (4) In the case that governmental approval is required to receive the funds from this grant and/or to conduct the proposed projects, grantees shall complete all necessary formalities.

### **Selection Procedure**

Applications for this grant will be reviewed for selection by the Selection Committee of The Sumitomo Foundation. The Board of Directors of The Sumitomo Foundation, scheduled to meet in March 2016, will give the final approval in the selection of the projects eligible for this grant. Results of the selection will be reported to applicants by airmail. Please note that The Sumitomo Foundation is unable to respond to any inquiries regarding the reasons for selection. In some cases, The Sumitomo Foundation's staff may make inquiries in person, by E-mail or facsimile concerning applications during such review for selection.

### **Application Procedures**

#### **1. Application Deadline**

30<sup>th</sup> November, 2015

Applications shall reach The Sumitomo Foundation on or prior to the deadline.

#### **2. Application Documentation**

The following documentation shall be submitted by registered mail to The Sumitomo Foundation:

- (1) The application form prescribed by The Sumitomo Foundation filled out by the applicant:  
-----One original copy
- (2) A letter of recommendation regarding the proposed project and the cultural property to be preserved and/or restored in any format from a person of high academic standing:  
-----One original copy

- (3) Color prints and digital images stored in CD-ROM that show the state of the cultural property or areas of the surveys:  
--- Two or more copies (at least one overall and one close-up view)

#### **3. Request for Application Form**

Please write to the address mentioned below. Application Form is also available in PDF & Word format and can be downloaded at The Sumitomo Foundation website.  
(<http://www.sumitomo.or.jp/e/index.htm>)

### **Notes**

- (1) The personal information provided in the application is to be used strictly for the purpose of selection as well as notification of the results of selection to the applicants. Please note, however, that the name of grantees (successful applicants), his/her affiliation, title, project name and grant amount will be announced to the public in due course.
- (2) The Application and letter of recommendation shall be written in English and/or Japanese.
- (3) The amount applied for shall be in Japanese yen or in U.S. Dollars. (The grant will be transmitted to your account either in Japanese yen or U.S. Dollars as applied for.)
- (4) None of the application documentations or other materials submitted will be returned to applicants.
- (5) After receipt of applications by The Sumitomo Foundation, confirmation letters or E-mails will be sent to applicants. To confirm safe receipt, please contact The Sumitomo Foundation.

#### **Mailing Address:**

##### **The Sumitomo Foundation**

1-12-16 Shibadaimon  
Minato-ku, Tokyo 105-0012  
JAPAN

Phone: 81-3-5473-0161

Fax: 81-3-5473-8471

E-mail: [sumitomo-found@msj.biglobe.ne.jp](mailto:sumitomo-found@msj.biglobe.ne.jp)

URL <http://www.sumitomo.or.jp/e/>

### Applicable Expenses

Applicable Expenses	Remarks
Transportation	Transportation for business trips (*)
Accommodation	Accommodation for business trips
Communication & Transportation	① Communication (e.g., telephone, mail) ② Transportation (e.g., couriers)
Rentals	Rental of: ① Instruments/apparatus/equipment (including lease/ rental of computer hardware, licensing of computer software use, data handling, etc.) (**) ② Materials (e.g., books, databases)
Procurements	Procurement of: ① Consumables and special purpose instruments/apparatus/ equipment (e.g., stationery, facsimile paper, copier paper, custom-made goods) (**) ② Materials (e.g., books, databases)
Remuneration: ① Survey Cooperators ② Survey Assistants ③ Other Third Parties	Remuneration for: ① Cooperation/advice rendered by third parties other than Applicants and their collaborator(s) ② Assistant work rendered by temporarily-employed third parties ③ Other services rendered by third parties contracted for non-essential parts of the preliminary surveys for Applicants or their collaborator(s) (e.g., interpretation, translation, stenographing, filling-in of prescribed questionnaires)
Printing and Dissemination	Printing, including copying services, and publication of survey results
Meetings	Rental fee and refreshments for meetings
Other Expenses	Admission fees for research symposia and other expenses, which are to be specified

(\*) Limited to round-trip economy-class actual fare for shortest routes between nearest airports.

(\*\*) May include expenses for upkeep of equipment and goods, if any.

### List of Fiscal 2014 Subjects of Grant

Subjects of Grant	Amounts of Grants
Three-year project to conserve a set of three mid-seventeenth-century Japanese scrolls (Tawara Toda monogatari emaki) from the collections of the Chester Beatty Library, Dublin	¥2,590,000
Nehan-zu Project: "Conservation-In-Action" a collaboration with Freer/Sackler at Museum of Fine Arts, Boston	\$19,200
Conservation of a pair of six-panel folding screens by Kano Ujinobu in the Collection of Asian Art Museum, San Francisco (in progress)	\$26,000
Conservation of Sesshu Scroll from the collections of The Smith College Museum of Art, Northampton USA	\$22,400
Project to Conserve 6-panel Screen by Kano Seisen'in Osanobu from the collections of Bryn Mawr College, Bryn Mawr USA	\$20,000
Preservation of a pair of 18th century Japanese Screens "Landscape" by Sakaki Hyakusen in the collection of Berkeley Art Museum and Pacific Film Archive (in progress)	\$29,100
Conservation of the 12th century illuminated Winchester Bible (in progress)	\$10,000
Collaborative Project for the Conservation of Japanese Paintings in the British Museum (in progress)	¥2,400,000
Conservation of Japanese handscroll painting by Furuyama Moromasa in Central Library, Edinburgh (in progress)	¥3,066,000
Restoration and Matting of 36 Nishikie Prints Belonging to the Chiossone Museum of Japanese Art, Genova, Italy	\$10,000
The conservation of the wall paintings on the central altar in the church of Sant'Ippolito d'Asciano (Italy) (in progress)	¥2,700,000
Conservation Project of Sambor Prei Kuk, Cambodia (in progress)	¥1,000,000
Conservation and Restoration of Incised Door Panels of Wat Suthat(Thailand) (in progress)	¥2,000,000
Preservation and improvement of the environment of the Western Xia document, the collection of the Inner Mongolia Museum (in progress)	¥3,000,000
Restoration of Amida raigo painting in the collection of Museum of East Asian Art Cologne, Germany (in progress)	¥2,300,000
Conservation of the Trenches on Kaman-Karehoyuk in Republic of Turkey (in progress)	¥2,000,000
The Restoration of the Tympanum of Main Door and Roof Struts of Itumbaha East Wing in Kathumandu, Nepal	\$10,000
Conservation and Restoration of Standing Amitabha Buddha in Vietnam National Museum of History (in progress)	¥3,981,000

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**Instruction Sheet for Application Form**

**Notes on the Application Form**

1. To complete this Application Form, print or type in black with pen and ink, ball-point pen, or typewriter.
2. The forms other than the Application Form are not acceptable.
3. "Collaborators" on page 4, means researchers who conduct the preliminary surveys in collaboration with the applicant and may be considered co-author(s) if results of the preliminary survey are published. "Collaborative survey" means conducting of the preliminary survey by the applicant and collaborators who organize a survey group. Please note that "conduct the preliminary survey" means, with respect to concept, methodology, and financing of the preliminary survey, to plan, conduct all or part of, and control all of them.
4. "Means of Acknowledgement" on page 5 has to explain by what means you will announce to the public that the project has been funded or partly funded by a grant received from The Sumitomo Foundation after the completion of the projects as shown below:

(Example of Advertisement)

-This restoration project was supported (in part) by a grant received from The Sumitomo Foundation.

(Example of Means of Display)

-The acknowledgment is to be printed on a plate near the object and/or published in the brochure or newsletter.

Please note that Grantees are requested to submit to The Sumitomo Foundation a copy of the printed matter bearing acknowledgement, and/or photographs of the signboard, both a close-up of the words printed on it and a shot of the larger setting where it is installed.

**Documents to be submitted**

1. The application form prescribed by The Sumitomo Foundation filled out by the applicant in Japanese or English: ----- One original copy
2. A letter of recommendation regarding the proposed project and the cultural property to be preserved and/or restored in any format from a person of high academic standing: ----- One original copy
3. Color printings and digital images stored in CD-ROM that show the state of the cultural property or areas of the surveys: ----- Two or more copies (at least one overall and one close-up view)

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**The Sumitomo Foundation**  
1-12-16 Shibadaimon  
Minato-ku, Tokyo 105-0012  
Japan