

Acceptance period for request forms:
12:00 p.m. October 13, 2026 (Tue) to 1:00 p.m. November 16, 2026 (Mon)

2027

Guide to JFGE Grant Applications

Main Changes for Fiscal Year 2027 (FY2027)

Expenses covered by the grants and expansion of the requested amount (pages 11 and 15)

Since it is important to promote initiatives for the sustainable development of activities after the conclusion of the grant and for securing a budget, all grant programs in FY2027, as in FY2026, will continue to broaden eligible expenses to include personnel costs for full-time staff and expenses for strengthening organizational and operational foundations.

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1. Outline of JFGE

(1) Background of the Establishment of JFGE

In June 1992, the United Nations Conference on Environment and Development (also known as the "Earth Summit") was held in Rio de Janeiro, Brazil. Most world nations (about 180 countries) took part in the conference that was attended by the heads of state and government of more than 100 countries, along with some 10,000 government representatives. On this occasion, the Japanese government announced its intention to develop a mechanism to provide financial support for environmental conservation activities by the private-sector. At the Earth Summit, the "Rio Declaration on Environment and Development" was issued to promote sustainable development, and the importance of citizens addressing environmental issues was made clear.

In response to this course of events, the then Environment Agency (the current Ministry of the Environment) took the lead in establishing JFGE in May 1993, with contributions from the government and private sector, to provide financial and other support for environmental conservation activities by private organizations (NGOs and NPOs).

JFGE has since actively supported the environmental conservation activities of NGOs and NPOs, going on to provide a total of 6,300 grants totaling approximately 20.5 billion yen during the period from FY1993 to FY2025.

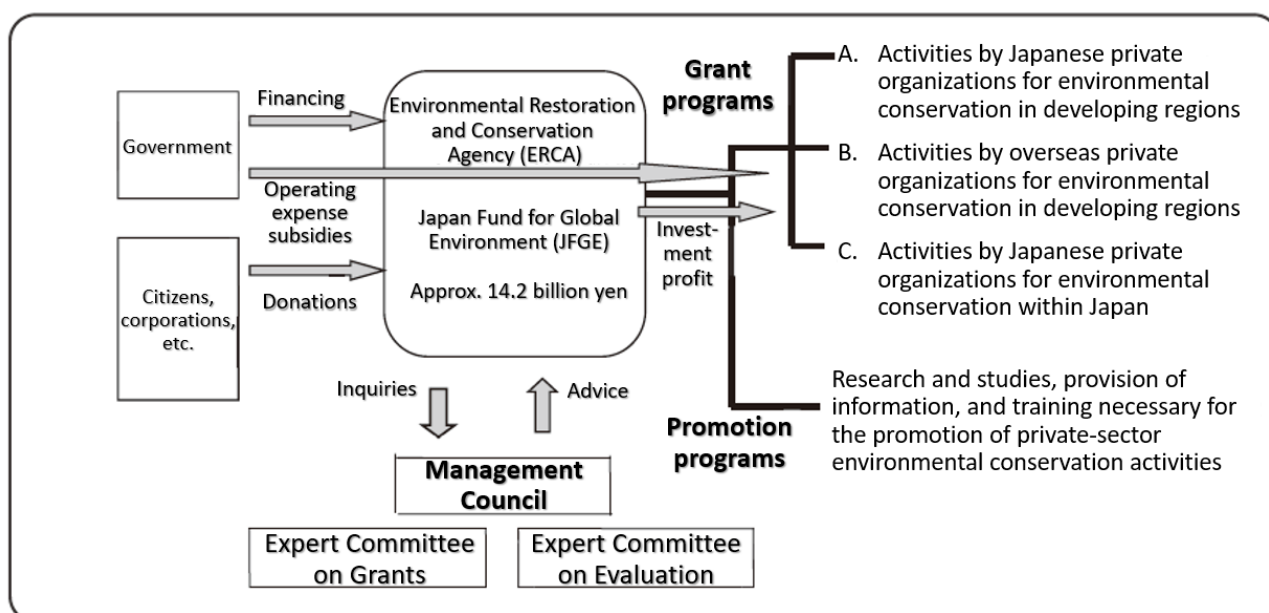
(2) The Workings of JFGE

① Basic Structure

JFGE is a fund established based on contributions from both the government and the private sector and uses investment income from the fund as well as operating expense subsidies from the government to subsidize and otherwise support environmental conservation activities conducted by private non-profit organizations (environmental NGOs and NPOs) in Japan as well as abroad.

② Operation of JFGE's Programs

The implementation of JFGE's programs is subject to the advice of the JFGE Management Council, which is made up of experienced academics. There are two expert committees positioned under the Management Council - the Expert Committee on Grants and the Expert Committee on Evaluations. The former deliberates on examination policies and specific recipients for the grant programs, while the latter evaluates grant activities from a professional standpoint.



(3) The Goals of JFGE

On the occasion of the 30th anniversary of its establishment (in 2023), JFGE has formulated a new "vision" to enhance its support for strengthening environmental NGOs and NPOs that solve social issues and build communities through environmental conservation, and to solve various environmental, economic, and social issues in an integrated manner. The Fund's role in achieving this goal has in turn been defined as its "mission".

The Vision of JFGE

In collaboration with diverse actors, JFGE contributes to the realization of a sustainable society by supporting the activities of environmental NGOs and NPOs which work to solve social issues and build communities through environmental conservation.

For our future society, it will be important to transform the thoughts and aspirations of individual citizens into actions, and to solve various environmental, economic, and social issues that are closely correlated with each other in an integrated manner.

Environmental NGOs and NPOs are expected to play a major role in solving social issues and building communities by linking the efforts, opinions, and actions of individual citizens through their environmental conservation activities, and expanding the circle of such efforts while inspiring a sense of compassion in greater society.

The circle of activities needs to be expanded at various levels, from the local level based on the unique lifestyles, cultures, and economies of each locality, to the international and global levels involving people with diverse ideas, lifestyles and cultures. Diversity is also expected in the core environmental conservation activities of environmental NGOs and NPOs.

While respecting their autonomy, independence, and diversity, JFGE supports the activities of environmental NGOs and NPOs in partnership with diverse actors ranging from other support organizations, businesses, and governments, while also taking into account domestic and international circumstances as well as social changes. Through this support, JFGE contributes to the realization of a sustainable society that will enable future generations to inherit the Earth, the foundation of our prosperous way of life.

Mission of JFGE

Activities of Environmental NGOs and NPOs

- (1) Support for sustainable development of Environmental NGOs/NPOs (support for development of activities and organizational growth)**
- (2) Support aimed at strengthening the activity base (enhancing of financial and non-financial support to strengthen the activity base)**
- (3) Support for collaboration with diverse actors (promotion of collaboration with government, corporations, etc.)**
- (4) Support for cultivation of local leaders and framework-building (development of local infrastructure through environmental conservation)**

1. Environmental NGOs and NPOs are expected to make greater contributions toward the creation of a sustainable society. To this end, it is important for environmental NGOs/NPOs to grow through the strengthening of their professional skills, ability to make proposals, and ability to mobilize and disseminate information so as to ensure the sustainable development of their environmental conservation activities, as well as expand the circle of cooperation by promoting collaboration with other actors, while respecting their autonomy, independence, and diversity. As these efforts come to fruition, they are expected to inspire in citizens a sense of sympathy and trust, expand in scope, and solve various environmental, economic, and social issues in an integrated manner.

JFGE aims to expand its support so that environmental NGOs/NPOs that live up to these expectations, and have earned the sympathy and trust of society, will develop sustainably and grow through the strengthening of their activity base.

2. Local efforts are essential for a sustainable society. JFGE will support environmental NGOs/NPOs in building partnerships with diverse actors, including governments, businesses, and other support organizations, to develop activities capable of contributing to the community, while advancing community development through such efforts as the cultivation of local leaders and framework-building.

(4) Features of JFGE grants

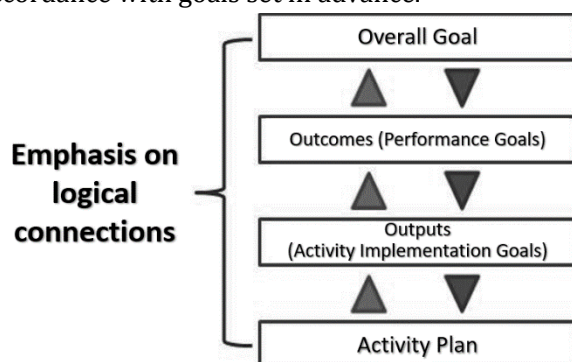
JFGE grants provide financial and other support for environmental conservation activities conducted by private organizations. The Fund aims to contribute to global environmental conservation by helping organizations plan, implement, and achieve results in accordance with goals set in advance.

① Grants are outcome- and strategy-oriented

Emphasis is placed on the concrete and effective organization of an activity plan for achieving the desired state of the environment that the grant activity ultimately aims to achieve. In other words, JFGE expects grant recipients to implement their activities and achieve their performance objectives in accordance with established logical connections (a logic model).

For activities to carry on and independently move toward an overall goal even after the grant period concludes, grant recipients should, from the outset, carry out their activities with a vision in mind, that is also incorporated into their plans.

(For more information on logic models, see "4. Key Points for the Preparation of Request Forms".)



② An evaluation system is in place to improve the results of grant activities

We have introduced an evaluation system for the Global Environment Fund Grant with the aim of improving the quality of activities to enhance the results of grant activities, as well as promoting greater transparency for the Global Environment Fund Grant program. Through this evaluation system, we aim to contribute towards resolving social issues by implementing the Global Environment Fund Grant program and improving both the growth and value of environmental NPOs. Please refer to the following links for specific details about the evaluation system.

○Evaluation guideline for grant activities started in FY2025

<https://www.erca.go.jp/jfge/subsidy/organization/assessment/r07/index.html>

○Evaluation guideline for grant activities started in FY2024 and earlier

<https://www.erca.go.jp/jfge/subsidy/organization/assessment/index.html>

③ Mainly financed through public funding

JFGE grants are financed by operating expense subsidies from the Japanese government in addition to the fund's investment income. Consequently, both us at JFGE and the recipient organizations are required to be accountable for the use of grant funds and for the results achieved. Additionally, as the grants are subject to the "Act on Regulation of Execution of Budget Pertaining to Subsidies", the submission of documentary evidence is required in principle for the payment of grants, and said evidence must then be kept for a certain period of time after the conclusion of the grant.

2. Application Guidelines for JFGE Grant Requests (common items for all programs)

(1) Grant Request Period

Common to both new and ongoing grant programs

12:00 p.m. October 13, 2026 (Tue) to 1:00 p.m. November 16, 2026 (Mon)

***Requests to be submitted via the online "JFGE Grant Application System".**

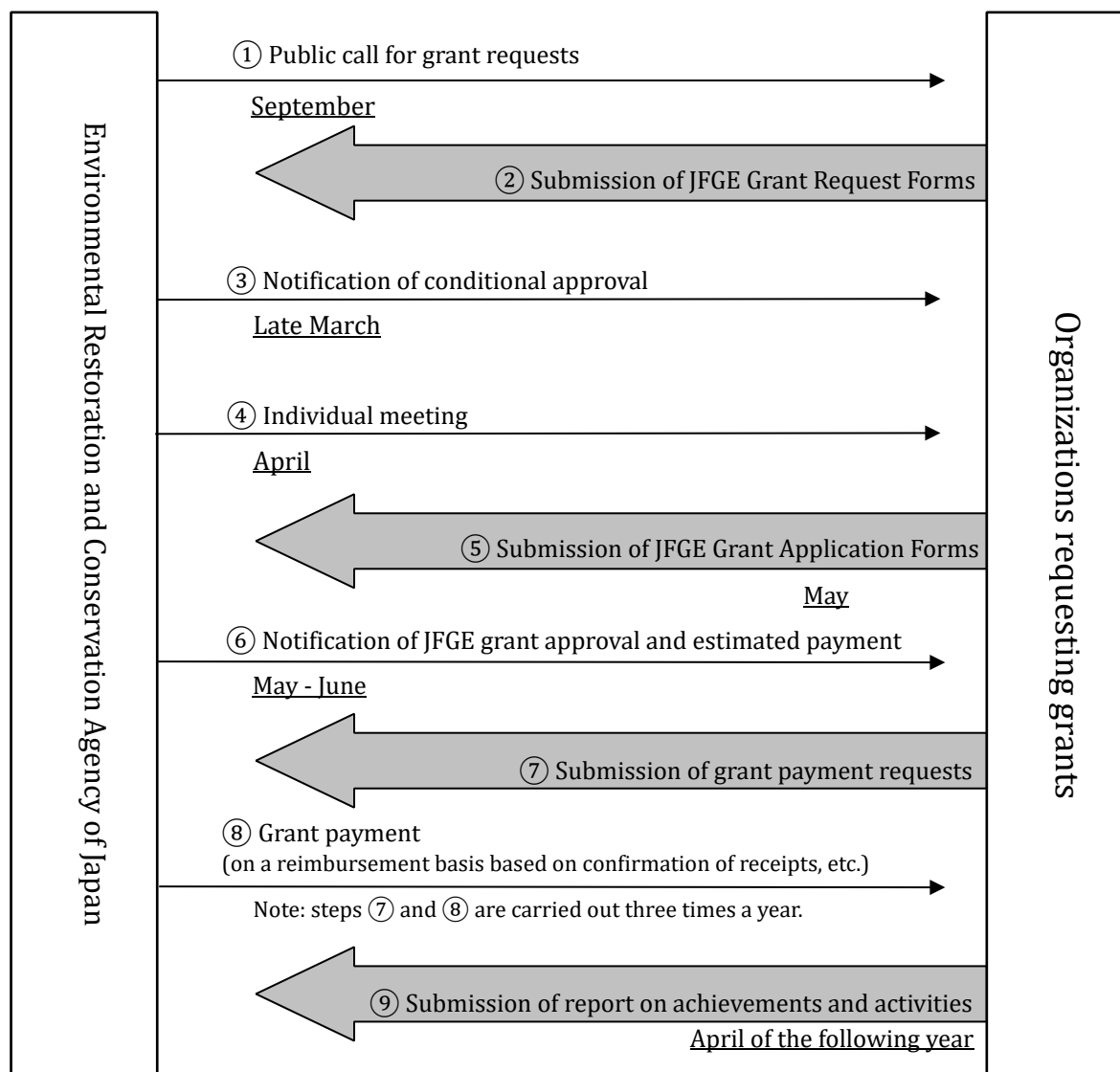
***Requests submitted after the above request period has ended will not be accepted.**

When planning to submit a request, please be sure to leave adequate time for preparation.

If you have difficulty submitting your application through the JFGE Grant Application System, please contact JFGE (via the contact information on the back cover).

Please note that any requests sent to us by other means (postal mail, e-mail, or delivered in person) will, in principle, not be accepted.

(2) Flow of Proceedings After Request Submission



(3) Requirements for Applicant Organizations

Those eligible to receive grants are private organizations engaged in environmental conservation activities that fall into one of the following categories:

① Corporations engaging in specified non-profit activities

Corporations engaging in specified non-profit activities established under the provisions of Article 10 of the Act on Promotion of Specified Non-profit Activities (Act No. 7 of 1998)

② General incorporated associations, general incorporated foundations, public interest incorporated associations, public interest incorporated foundations

Corporations established under the Act on General Incorporated Associations and General Incorporated Foundations (Act No. 48 of 2006) (including corporations authorized under the Act on Authorization of Public Interest Incorporated Associations and Public Interest Incorporated Foundations (Act No. 49 of 2006)) or similar non-profit corporations (excluding those falling under category ①).

③ Private organizations

Private, not-for-profit organizations without corporate status that meet all of the following conditions:

- a. The organization has by-laws in place, corresponding to articles of incorporation or articles of contribution.
- b. The organization has an established structure to make decisions for the organization and to execute the activities related to the request.
- c. The organization has an accounting system in place, capable of accounting for and auditing itself.
- d. The organization has an office functioning as the base of its activities.
- e. It can be recognized that the organization will be capable of reliably implementing the activities related to the request in view of their track record of activities, etc.

However, even if an organization fulfills all of the above, it will not be eligible if;

- 1) The organization has any connection to an organized crime group as defined in the Act on Prevention of Unjust Acts by Organized Crime Group Members, or to an organization under the control of such a group.
- 2) If the organization has, within the past three years, faced measures such as the revocation of a grant decision, an order for restitution, or penalties based on the "Act on Regulation of Execution of Budget Pertaining to Subsidies, etc." for the grant project in question, or for other subsidized or grant-funded projects, or, when a director of the organization at the time of said measure is included as a representative or equivalent within the organization.

(4) Requirements for Activities Pertaining to the Applications

① Field

The fields of activity covered by the grants are environmental conservation activities conducted by private non-profit organizations (NGOs and NPOs) (in a wide range of areas such as the creation of a decarbonized society, conservation of biodiversity, and the building of a recycling-oriented society).

② Classification

Activities are broadly categorized in the following manner, according to the location of the organization and the place of activity.

- Category A projects: Activities by Japanese private organizations for environmental conservation in developing regions
- Category B projects: Activities by non-Japanese private organizations for environmental conservation in developing regions
- Category C projects: Activities by Japanese private organizations for environmental conservation within Japan

*In the case of activities in developing regions, the applicant organization must already have a track record of activities in the target region.

*Please refer to (5) Target Regions for Activities (p. 9) for details concerning the regions to be targeted by the activities.

③ Type

Grants are provided for a wide range of activity types in the following four categories.

- a. Practical implementation
- b. Provision and dissemination of knowledge
- c. Surveys and research
- d. International conferences

* **Note that the following activities are not eligible for grants.**

- 1) Activities carried out as part of the policy measures of a national administrative body of either Japan or the nation where the activities are to be implemented.
- 2) Activities carried out for the benefit of a specific business operator.
- 3) Activities for which the recovery of grant funds is anticipated through loans, financing, investments, or other means.
- 4) Activities deemed to be carried out for the purpose of political and/or religious propaganda.
- 5) Activities that will receive funding from sources other than the JFGE, such as through subsidies, grants, or commissioned funds (NGO grant aid, NGO project subsidies, JICA Grassroots Technical Cooperation, Children's Dream Fund, Welfare and Medical Service Agency (WAM) subsidies, Regional Circular and Ecological Spheres Support System Development Project, etc.) from the government or from Japanese government bodies.
- 6) Activities that extend financial assistance or grants to other organizations, etc.
- 7) Other activities that are deemed inappropriate and unsuitable for private organizations to undertake.

* **Compliance with laws and regulations**

Please ensure that your activities comply with all laws and regulations (in the case of overseas activities, this includes the laws and regulations of the country wherein the activities will take place). In addition, if you are going to engage in activities that require a permit, such as NGO registration in the country of activity, please make sure to obtain such permits. If any violation of laws and regulations is brought to light, e.g. a permit required for an activity is found to have not been obtained, grants will not be provided.

Classification Method for Fields of Activity

*The fields of activity selected when making the application may be changed during the JFGE review process.

Field of activity		Examples of means of carrying out activities
Activities for the conservation of biodiversity	a. Protection, conservation and restoration of nature	- Activities for the protection of valuable natural areas from a national perspective - Ecological surveys for the protection of endangered wildlife - Activities to conserve wildlife habitats, etc. and to protect migratory birds - Measures against invasive species, and activities for the protection and management of birds and animals, etc.
	b. Forest conservation and tree/grass planting	- Activities for preserving nationally valuable forests - Activities for afforestation and greening of mountainous and devastated lands other than deserts - Conservation of secondary natural forests, satoyama (areas consisting of production ecosystems like secondary forests, farmlands, irrigation ponds, and grasslands as well as human settlements), etc.
	c. Anti-desertification	- Afforestation and greening in and around desert areas - Activities to promote appropriate irrigation, etc.
	d. Environmental conservation-type agriculture, etc.	- Promotion of agroforestry - Promotion of the development and use of natural agricultural technologies - Activities for conservation of terraced rice paddies, etc.
e. Climate change mitigation and adaptation		- Efforts to contribute to the shift away from fossil fuels (promotion of and conversion to the use of renewable energy, promotion of energy conservation, conversion to renewable resources*¹, etc.) - Activities to reduce greenhouse gas emissions - Activities to promote climate change adaptation, etc. (introducing green infrastructure*², using diverse crop varieties and fish species in response to climate change, measures to prevent heatstroke, promoting adaptive behavior among individuals and communities, etc.)
f. Building of a recycling-oriented society		- Activities to promote waste reduction, reuse and recycling of resources - Activities for proper disposal of waste and the prevention of illegal dumping, etc.
g. Air, water and soil conservation		- Air pollution prevention activities such as measures to protect the ozone layer or protect against acid rain - Prevention of water pollution in rivers, lakes, and marshes, protection of marine environments, and measures against soil pollution - Activities to promote measures against hazardous chemicals, etc.
Cross-sector activities	h. Comprehensive environmental education	- Activities to promote Education for Sustainable Development (ESD) - Promotion of comprehensive environmental education and learning in order to raise environmental awareness, etc. - Development of human resources capable of practically implementing environmental conservation activities through environmental education, etc.
	i. Comprehensive environmental conservation projects	- Development of cross-sector activities and mechanisms that are not specific to a particular field. - Environmentally conscious urban development through collaboration among local communities, corporations, and government - Environmental initiatives through green purchasing, environmental labels, etc. - Research and studies for comprehensive environmental policy proposals, etc.
	j. Restoration projects	- Rehabilitation, restoration, and reconstruction activities in areas severely affected by disasters - Activities to promote combined climate change and disaster prevention efforts and adaptation based on climate change risks
k. Other environmental conservation projects		Environmental conservation activities other than the above

*1. Renewable resources: paper, bioplastics made from renewable organic resources such as plants, etc.

*2. Green infrastructure: initiatives that use functions found in natural environments to resolve the various issues faced by society. For example, rain gardens, fallow fields with floodwater control functions, and forests with water source conservation and disaster prevention functions, etc.

(5) Target Regions for Activities

Japan, developing regions*

*Definition of developing regions:

Countries that are specified in the List of Recipients of Official Development Assistance by the Organisation for Economic Co-operation and Development's (OECD) Development Assistance Committee (DAC).

(Web address of the List of Recipients of Official Development Assistance)

<https://www.oecd.org/content/dam/oecd/en/topics/policy-sub-issues/oda-eligibility-and-conditions/DAC-List-of-ODA-Recipients-for-reporting-2025-flows.pdf>

(6) Grant Period

One year, from April 1, 2027 to March 31, 2028

* If the activities are for FY2027, those undertaken from April 1, 2027 to the date of JFGE grant approval are also eligible for the grant.

(7) Grant Program for Applicants

Please select one of the following grant programs for each of the organization's activities you are applying for. Please note that you may be selected for a different grant program than the one you applied for as a result of the examination.

	Regular Grant	
	Basic	Development
Outline	Support for organizations that are willing challenge themselves with new environmental conservation activities based on their own originality and ingenuity.	Support for organizations that strive to establish their existing environmental conservation activities, to grow their organization and solve social issues.
Target organizations	Organizations with at least one year of experience in the field related to the grant activities.	
Activities targeted by the grant	• Novel activities for environmental conservation • Preparation/laying of groundwork for conservation activities, etc.	• Activities aimed at creating frameworks for the development of environmental conservation activities through cooperation and collaboration with various actors • Activities that contribute to the creation of future social impact based on existing environmental conservation activities such as surveys and public awareness raising • Activities to promote domestic initiatives on the occasion of international conferences, etc.
Grant period	1 year	Up to 3 years
Range of grant amounts (annual)	500,000 - 2,000,000 yen	2,000,000 - 8,000,000 yen
Target projects	Category A, B, C projects	

(8) Transition from Ongoing Grant Programs to New Grant Programs

Organizations that are currently continuing their grant activities may request to continue these until the end of their ongoing grant program. However, if there are concerns about the previous year's activities or if the activities pertaining to the initial request have changed significantly, their application may be rejected during the examination process. It is possible to apply for a new grant in the middle of an activity under an ongoing grant program, but in that case, the application will be considered as pertaining to a new project.

Please also confirm your eligibility for the new grant programs in advance, as you may find that JFGE's grant requirements described below prevent you from requesting the new programs.

- ① Organizations that have received the General Grant for six consecutive years may not request the new grant programs for two years following the conclusion of their grant.
- ② Organizations that, in succession, receive a Regular Grant (Development) for three years after having received a three-year General Grant may not request the new grant programs for two years following the conclusion of their total grant period.
- ③ Organizations that have received a Regular Grant (Development) for six consecutive years may not request the new grant programs for two years following the conclusion of their grant.

Period of ongoing + new grant programs	Period of new grant programs					
	FY2026	FY2027	FY2028	FY2029	FY2030	FY2031
General Grant (6th year)	Period of ineligibility *Application possible for Strategic Project grants (Category C only).		(New grant programs available for request)			
General Grant (3rd year)	Regular Grant (Development) (1st year)	Regular Grant (Development) (2nd year)	Regular Grant (Development) (3rd year)	Period of ineligibility *Application possible for Strategic Project grants (Category C only).		(New grant programs available for request)
Regular Grant (Development) (2nd year)	Regular Grant (Development) (3rd year)	Regular Grant (Development) (4th year)	Regular Grant (Development) (5th year)	Regular Grant (Development) (6th year)	Period of ineligibility *Application possible for Strategic Project grants (Category C only).	

(9) Expenses Covered by the Grants

JFGE provides grants to private organizations for environmental conservation activities carried out voluntarily and on their own initiative, to cover part of the direct costs of such activities and costs associated with building the infrastructure for such activities. Please see the table below for details on expenses covered by the grants.

Since FY2026, the expenses covered by grants have been expanded in accordance with the grant programs (with wages for full-time staff and expenses related to activity base strengthening to be included).

* In the below table, "upper limit" refers to the maximum amount that can be requested as a grant, and includes expenses for strengthening the activity base. For details, please refer to section "(10) Establishment of Activity Base Strengthening Expenses".

Category	Expense	Details
(1) Wages	Wages of part-time staff Wages of full-time staff	○ Wages of directors and employees who promote grant activities and are in an employment relationship with the organization (The total amount of category "(1) Wages" of the expenses covered by the grants is limited to within 40% of the requested grant amount.) *Wages for representatives and auditors are not covered in principle ○ Part-time wages of agents for category B projects (maximum annual limit of 360,000 yen)
(2) Honorariums	Honorariums	○ Honorariums for lecturers, experts, etc. (Upper limit: 20,000 yen/day) ○ Honorariums for manuscripts (Upper limit: 2,400 yen per page) *Honorariums to salaried directors and employees of the organization are not covered by the grants. For non-salaried persons, applications can be made for up to 50% of the total amount of the lecturer's honorarium.
(3) Travel expenses	Travel expenses	○ Airfare (economy class) ○ Fares for railroads, buses, boats, etc. ○ Fuel costs, Vehicle rental fees, Parking fees, etc. ○ Airport fees, etc.
	Accommodation expenses	○ Accommodation expenses (meals, per diem, and other allowances are not covered)
	Other	○ Expressway tolls, visa and passport issuance fees, travel insurance, etc.
(4) Materials and supplies	Purchases of materials and supplies (within 50% of the requested amount)	○ Expenses relating to the procurement of equipment, materials, and books

(5) Rental/services	Rental fees	○ Venue rental expenses (expenses related to food and beverages are not covered) [In Japan: 200,000 yen/day (Upper limit), Overseas: 50,000 yen/day (Upper limit)] ○ Equipment rental fees
	Service expenses	○ Interpreter fees [Simultaneous interpretation: 80,000 yen/person/day, Consecutive interpretation: 45,500 yen/person/day (Upper limit)] ○ Translation fees [Japanese translation: 5,000 yen/page, translations to other languages: 8,000 yen/page (Upper limit)] ○ Printing costs
	Outsourcing expenses (within 50% of the requested amount)	○ Surveys and other outsourcing expenses ○ Building construction costs ○ Equipment set up costs, etc.
(6) Administrative expenses (not more than 10% of the total of (1) through (5))	Administrative expenses	○ Office supplies, communication charges, postage and handling fees

Upper limit for accommodation expenses

Overseas: The maximum amount described in "Persons with a job grade of ten or lower" in the "Reimbursement Regulations for Travel Expenses of National Public Officers, etc., Appended Table 2, Accommodation Expense Standards (related to Article 13), 2, Foreign Countries".
<https://laws.e-gov.go.jp/law/325M50000040045>

Please note that the following expenses are not covered by the grants (Article 3 of the JFGE Grant Policies and Procedures).

- ① Honorariums for salaried directors and employees
- ② Donations, relief money, and gifts, etc. given to individuals or organizations
- ③ Expenses related to food and beverages

(10) Establishment of Activity Base Strengthening Expenses

① Strengthening the activity base

Strengthening the activity base refers to initiatives to strengthen the foundation for grant activities in order to ensure the sustainable development of grant activities and the growth of environmental NGOs and NPOs themselves as a result of these activities. Distinct from the direct expenses in implementing grant activities, expenses that contribute to strengthening the activity base involve the know-how, etc. that will be accumulated within the organization even after the conclusion of the grant, upon which it is expected that grant activities will be further developed.

② Examples of activity base strengthening expenses

1) Initiatives for *human resource development of staff* managing grant activities

(Examples)

- Training on project management to advance grant projects
- Acquiring of industry research methods to analyze the market for products to be developed through grant activities

2) Initiatives to *establish a system for activities* within the grant recipient's organization

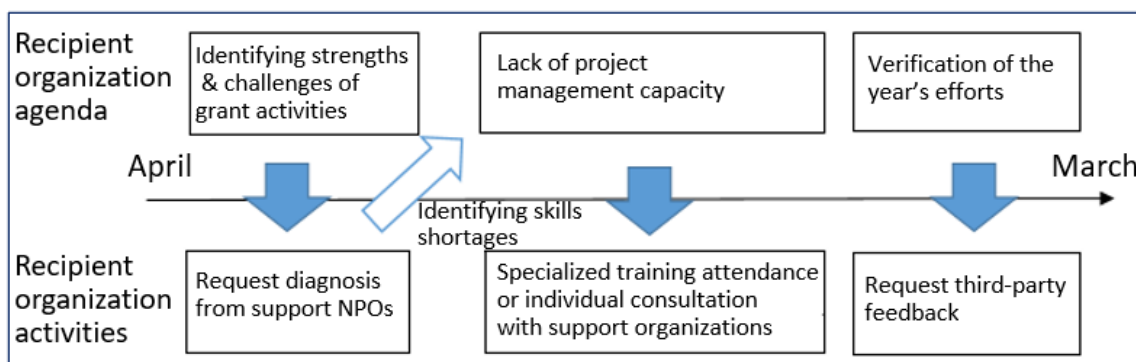
(Examples)

- Conducting objective reviews of the strengths and challenges relating to grant activities by way of third-party advisors
- Expert consultations on use of pro bono services to supplement necessary skills and on implementation of fundraising to diversify financial resources
- Participation in networking events with other sectors

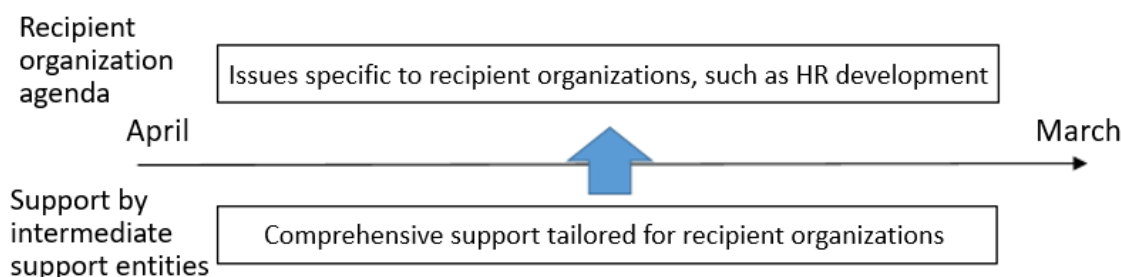
③ Approaches to activity base strengthening

When implementing activity base strengthening, it is not necessary to allocate the activity base strengthening expenses for the entire grant period, but rather for the period necessary depending on the status of the organization's activities. Some specific examples include the following:

<Taking measures at times when action is needed to address individual challenges>



<Collaborating with an intermediate support entity throughout the year>



④ Expenses covered for activity base strengthening

When allocating activity base strengthening expenses, please list these separately from regular activity expenses in "Request Form No. 3-2 [Budget Breakdown by Activity]". Please refer to the Request Form Submission Manual for specific instructions. Listing is allowed under all expense categories from "(1) Wages" to "(6) Administrative expenses" within the eligible funding range of the grant being requested.

Item	Expense details (example)
① Wages	Wages for staff (including part-time staff) tasked with strengthening the activity base
② Honorariums	Honorariums to advisors, intermediate support entities, etc.
③ Travel expenses	Travel expenses to attend training and to cover visits by advisors, etc. aimed at strengthening the activity base
④ Materials and supplies	Purchase of books, etc. for acquisition of know-how
⑤ Rental/services	Commission fees for advisors, intermediate support entities, etc.
⑥ Administrative expenses	Office supplies, communication charges, and other expenses necessary to strengthen the activity base

(Considerations)

- Activity base strengthening expenses apply to all grant programs, and the maximum amount is set to 10% of the total requested amount.
- Initiatives for activity base strengthening are optional for all grant programs.
- As described in the "Sustainability" section of the Examination Policy (page 22), if there is an intention to strengthen the activity base based on an appropriate understanding of the issues being faced, this will be regarded as a positive factor during the examination.
- The upper limit for each type of expense is the same as shown in "(9) Expenses Covered by the Grants". Furthermore, the upper limit for expenses set with a maximum amount is calculated by combining the activity expenses and the activity base strengthening expenses.
- In Application Form 3-2 [Breakdown of Activity Budget by Activity], enter the breakdown and budgeted amount under [Activity Base Strengthening Expenses].

<Reference: Expenditure estimation when utilizing the activity base strengthening expense category (Example)>

Expense item	Expense details	Amount	Remarks
① Wages	Activity expenses	2,500,000 yen	The total for wages does not exceed 40% of the requested amount
	Activity base strengthening expenses	200,000 yen	
	Total, wages	2,700,000 yen	
② Honorariums	Activity expenses	150,000 yen	
	Activity base strengthening expenses	50,000 yen	
	Total, honorariums	200,000 yen	

③ Travel expenses	Activity expenses	2,300,000 yen	
	Activity base strengthening expenses	350,000 yen	
	Total, travel expenses	2,650,000 yen	
④ Materials and supplies	Activity expenses	50,000 yen	The total for materials and supplies does not exceed 50% of the requested amount
	Activity base strengthening expenses	0 yen	
	Total, materials and supplies	50,000 yen	
⑤ Rental/services	Activity expenses	1,000,000 yen	Outsourcing expenses do not exceed 50% of the requested amount
	Activity base strengthening expenses	50,000 yen	
	Total, rentals/services	1,050,000 yen	
⑥ Administrative expenses	Activity expenses	300,000 yen	The total for administrative expenses does not exceed 10% of the total of items ① through ⑤.
	Activity base strengthening expenses	50,000 yen	
	Total, administrative expenses	350,000 yen	
Total, activity expenses		6,300,000 yen	
Total, activity base strengthening expenses		700,000 yen	Approx. 10% of total requested amount
Total requested amount		7,000,000 yen	Within range of grant amounts for grant program

(11) Grant Payment Procedures

- ① Payment on a reimbursement basis: In principle
- ② Partial payment based on estimation: If an organization has passed the examination process (Article 12 of the JFGE Grant Policies and Procedures)

In principle, grants from JFGE are paid on a reimbursement basis. However, if the organization has certain administrative processing capabilities and systems in place, and there is a need to make payments based on estimations received by the organization, it is possible to request payment based on such estimation, for up to 50% of the grant amount applied for. Eligible organizations will be contacted to this effect at the time of notification of conditional approval.

Organizations approved for grants with payment based on estimations must apply for payment on the occasion of the first grant payment request. If the amount spent during the year is less than the amount paid based on the estimation, the remainder shall be refunded to JFGE.

For reimbursement-based payments, the grant will be paid after activities are initiated and copies of documentary evidence related to the expenses incurred in the process are submitted to and confirmed by JFGE. Therefore, the organization must separately provide the necessary funds for the initial activities on their own.

The collection of fees from participants in seminars and other activities conducted as part of grant activities is allowed. However, income generated from the execution of activities (collected participation fees, etc.) should be allocated to the grant activities as "own funds" (to fund expenses not covered by the grant, etc.).

JFGE grants are subject to the Act on Regulation of Subsidies

JFGE grants are subject to the "Act on Regulation of Execution of Budget Pertaining to Subsidies" and therefore require strict inspection to ensure that the documentary evidence submitted at the time of payment is of eligible expenses, and that the date, payment details, payee, face value, basis for calculation, etc. are legible. Even in the case of partial payment based on estimation, documentary evidence must be submitted at the time of reimbursement.

(Article 11 of the Act on the Environmental Restoration and Conservation Agency,
Independent Administrative Agency)

(12) Grants to Non-Japanese Private Organizations (Category B Projects)

① **Grant programs for Category B projects**

Concerning grants to non-Japanese private organizations (Category B projects), the following grant programs are available.

- 1) Regular Grant (Basic)
- 2) Regular Grant (Development)

② **Role of the Agent**

When applying for a grant program, non-Japanese organizations are required to appoint as their "Agent" an individual or corporation in some way involved in environmental conservation activities, and to carry out requests, applications, and other procedures through this appointed Agent.

③ **Qualifications and duties of the Agent, and Agent-related expenses**

A. Qualifications of the Agent

The Agent shall be a person or organization that satisfies either 1) or 2) below.

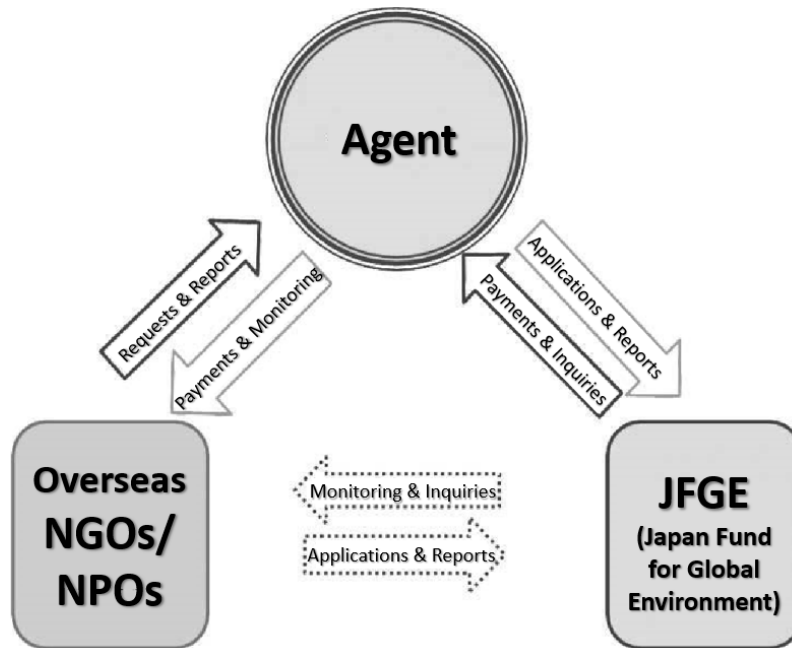
- 1) A Japanese national or an individual of other nationality who has obtained permanent resident status in Japan, in possession of a bank account in Japan with which they can make deposits in Japanese yen (living in Japan is not a prerequisite).
- 2) A corporation with its principal office in Japan.
In addition, the following requirements must also be met for both 1) and 2):
- 3) i. Having a track record of involvement in the environmental conservation activities of the non-Japanese organization requesting the grant.
ii. Being capable of communicating with non-Japanese organizations applying in local languages, etc.

B. Duties of the Agent

Once the proposal is approved, the Agent is required to serve as a liaison and coordinator between the recipient organization and JFGE, and provide guidance to the recipient organization, when necessary, as illustrated by the workflow chart for Category B projects, until the conclusion of grant activities. Specifically, they will be expected to fulfill the following duties:

- 1) Preparation and submission of various applications and reports in Japanese
- 2) Responding to inquiries from JFGE concerning required documents, and relaying these to the organization
- 3) Progress management and on-site guidance for grant activities
- 4) Travel as required to fulfill the duty mentioned in 3) (in principle, one person)
- 5) Remittance of grant money to the organization in the field
- 6) Participation in individual consultations, mid-term consultations (2nd year of grant) and activity sharing meetings (3rd year of grant)

<Workflow chart for Category B projects>



Communications and coordination (submissions, inquiries, revisions, etc.) related to various application and reporting documents will be handled by all three of the non-Japanese organization, the Agent, and JFGE, but the role of main contact point for the non-Japanese organization will be delegated to the Agent.

④ **Agent-related expenses**

Expenses related to the delegation of duties described in ③ above (items 1) through 4) below) must be accounted for separately from the grant activity expenses. (*1)

- 1) Wages for labor related to on-site guidance and the preparation of various application and reporting documents in Japanese (*2)
- 2) One-time travel expenses required to carry out on-site guidance and progress management
- 3) Travel expenses required for participation in JFGE-related events
- 4) Communication and postage fees related to correspondence with in-field personnel and JFGE (including remittance fees)

*1 In addition to the request forms submitted by the organization, a budget breakdown of Agent-related expenses must also be submitted. The amount of the grant will be the total of the organization's activity expenses and Agent-related expenses.

*2 Wages for labor in 1) above for category B projects have no longer been subject to the upper limit of the 1,800 yen per hour rule since FY2026, but the maximum annual cumulative amount for the part-time wages of agents remains at 360,000 yen. However, when agents participate in part-time work for local activities, this can be recorded as part of the requested activity expenses.

(13) Other

① **Substantial changes to the activities pertaining to the request are not allowed**

Since the document-based examination process for selecting grant activities is based around the Request Form, please prepare and submit this after careful consideration, to ensure that no major changes will be made to its contents after the approval of the grant.

A significant change in the content of grant activities or in the income and expenditure budget after provisional approval for grant funding has been awarded may result in non-payment of the grant (Article 9 and Article 16, Paragraph 1, Item 3 of the JFGE Grant Policies and Procedures).

② **JFGE guidance and response to fraud**

If deemed necessary in fulfilling the purpose of the grant, JFGE may request the submission of additional reports from the recipient organization, or have JFGE staff investigate the books and documents of the organization and give instructions on necessary actions to be taken. In the event that any irregularities or fraudulent processes should be disclosed, grant approval may be rescinded and orders issued to return any paid-out grant funds.

(Articles 16 through 19 of the JFGE Grant Policies and Procedures)

③ **Individual meeting (preliminary goal sharing) (for the 1st year of a grant)**

If the activities pertaining to the request are given conditional approval, an individual meeting will be conducted online from mid- to late April.

④ **Performance reports (every fiscal year)**

Grant recipients are required to submit a "Report on Achievements and Activities" within one month after the conclusion of the grant activities or by April 10 after the end of the fiscal year, and to prepare and submit a "Self-Assessment Sheet" concerning their own grant project.

⑤ **Mid-term consultation (for the 2nd year of a grant)**

If a grant activity is selected to continue for a second year, mid-term consultation with members of the JFGE Expert Committee on Evaluations will be conducted. Consultation will in principle be conducted online.

⑥ **Activity report (for the 3rd year of a grant)**

In principle, recipients are required to attend an activity sharing meeting (to be held online) in the final year of the grant activity.

⑦ **Follow-up survey**

Approximately one year after the conclusion of the grant period, a follow-up survey (questionnaire) will be conducted concerning the development of activities, etc. We ask for your cooperation in participating in the survey.

⑧ **Handling of personal information**

JFGE will not use the personal information provided in the request forms for any purpose other than to contact applicants regarding the grants and related projects. We will not provide or disclose the information to any third party, except with the consent of the provider of said information or with justifiable reasons.

However, for organizations that are not listed in the "Environmental NGO/NPO Database" published on the JFGE website, the "Organization Name", "Representative Name", "Location of Principal Office (prefecture only)", "Date of Establishment", and "Website Address" entered on Form No. 5 of the request form will be disclosed as information about the organization.

(14) How to Submit Request Forms

① Documents to be submitted

The documents that need to be submitted are as follows, however, please be aware that the required documents may differ depending on the type of activity and whether the applicant organization is new to JFGE grants or an organization with ongoing grants. For details, please refer to the "Request Form Submission Manual"

- 1) JFGE Grant Request Forms
- 2) The articles of incorporation or by-laws of the organization
- 3) List of board members and other constituent members of the organization
- 4) Budget statement for FY2026
- 5) Financial statement for FY2025
- 6) Financial statement for FY2024
- 7) Agent power of attorney document, Agent qualification documents (Category B)
- 8) Materials and maps explaining organizational activities
- 9) Activity base strengthening support program request form (Category A, C projects, only for organizations requesting the activity base strengthening support program)

*1 The information to be included in the JFGE grant request form shall be the same regardless of the grant program applied for. However, the number of years to be entered under activity goals, activity budget, and implementation schedule will vary depending on the duration of the specific program.

*2 The Power of Attorney document, Activity base strengthening support program request form (only for organizations requesting the activity base strengthening support program) be downloaded from the JFGE website or the "JFGE Grant Application System".

② Input/submission method

Requests should be submitted through the "JFGE Grant Application System".

Applicants should visit the below-mentioned website to register for a "My Page", after which they should enter the necessary information and upload the necessary attached documents after Tuesday, October 13. If you have difficulty submitting your request through the grant application system, please request assistance via the contact information listed on the back cover. Please note that the following organizations do not need to register for a new My Page, but may instead log in to the JFGE grant application system using the login ID and password they have already obtained.

	Login ID, password to be used
Organizations that have prepared and submitted grant requests in FY2023 or later	Login ID and password obtained at the time of grant request submission in FY2023 or later.
Organizations that received grants between FY2014 to FY2022 (if none of the above apply)	Login ID and password sent to the email address registered at the time of the most recent grant approval, or from an email sent to the organization's shared address.

If you do not know the email address to which your login information was sent, please send an email to kikin_youbou@erca.go.jp with the following information:

- Name of your organization (*In case this has been changed, the old name should also be listed.)
- Year in which the grant was received
- Representative email address currently used by the organization
- 13-digit corporate number (only for organizations with corporate status)

Application Period

From 12:00 p.m. October 13, 2026 (Tue) to 1:00 p.m. November 16, 2026 (Mon)

IFGE Grant Application System: <https://jfge.erca.go.jp>

<Precautions when submitting your application>

- In principle, we do not accept grant requests by post, in person, or by e-mail.
- Please strictly adhere to the above-mentioned application period. Also, please note that network congestion may occur towards the end of the registration period, and that it may take some time to complete the submission process. When submitting documents, please be sure to allow leeway as such.
- Please follow the manual and system precautions for inputting information and uploading files. If you have any questions about how to use the application system, please contact us at: jfge-system@erca.go.jp

3. Examination Policy

Expert Committee on Grants

Grant requests will be examined by the JFGE Management Council and the Expert Committee on Grants before a decision is made.

In examining requests for JFGE grants for FY2027, the following examination policy will act as a basis in selecting projects for approval, so please read the policy carefully and reference it when preparing your "Grant Request Form".

1. Perspectives employed in examinations

Submitted requests will be examined based on the following common matters and perspectives for each grant program. Please note that the program may be reconsidered and conditionally approved upon examination by the Expert Committee on Grants, based on the content of the activities.

Common matters

① Application requirements

A. Requirements for Organizations:

The activities must be those indicated in (3) Requirements for Applicant Organizations on p.6 of the Guide to JFGE Grant Applications.

B. Requirements for Activities:

The activities must be those indicated (4) Requirements for Activities Pertaining to the Applications on p.7 of the Guide to JFGE Grant Applications.

② Capability of carrying out activities

Examination items	Examination details	Examples of cases where rejection is likely
Operational capability	- Does the organization have the sufficient accounting and administrative capabilities to carry out its activities? Accounting capability: Has the organization established an accounting management system? Administrative capability: Does the organization have the skills necessary for general document preparation? - In the case of ongoing activities for which previous requests have been made, have administrative procedures for previous years been properly implemented? - In the case of overseas activities, does the applicant have a track record of activities in the target region? Also, has the local political situation been taken into consideration?	When the amount requested is excessive compared to the organization's track record of past activities, leading to concerns about implementation.
Expertise	Are personnel with the expertise necessary for the implementation of activities present in the organizational framework?	When the number of personnel within the activity implementation framework with experience relevant to the proposed activities is extremely small.
Independence	Is the division of roles between the organization and stakeholders clear, and is the organization itself responsible for decision-making from planning to implementation?	- When activities are not directly conducted by the organization, from planning to on-site work. - When activities are commissioned by a government agency, corporation, or other entity. - In the case of overseas activities, when the implementation of activities is fully dependent on (outsourced to) a local collaborator (counterpart).

Funding plan	Can it be expected that the applicant will be able to secure sufficient funds using its own resources and other allocated expenses (approximately 20% to be allocated from donations, participation fees, etc.) proportionate to the scale and progress plans for the activities pertaining to the request?	- When the proportion of outsourced activities is large. - When the proportion of own funds is significantly low.
Transparency	Are the most recent status updates on activity implementation, business reports, financial statements, etc. disclosed on the organization's website or through other means?	When an organization's website has not been updated for a long period of time.

③ Activities

Examination items	Examination details	Factors in scoring	Examples of cases where rejection is likely
Necessity	- Are the current situation, needs, and problems of the target region determined based on objective data, and is the necessity for and implementation method of the activity clear? - In the case of overseas activities (in developing regions), will residents or private organizations participate in the activities? Also, does the organization have a good understanding of socio-economic conditions and national identity in the area where activities will take place?	- The activities address issues of a high urgency. - An outline of the current status is provided, together with supporting data.	- When several similar activities exist that have preceded the grant recipient's activities in Japan or overseas, or when the request pertains to activities for which grants have already been received in the past. - When organizations are taking turns in conducting a regular activity. - When activities are focused on the purchase of goods and materials, or construction of buildings and facilities.
Planning	- Are prepared plans consistent with the logic leading to the resolution of the issue, and are the plans reasonable and concrete? Are activity plans clear and reasonable as to what changes will ultimately occur as a result of the activities, to whom and for what purpose, and how the results will be measured? - In the case of ongoing activities for which previous requests have been made, do plans include a policy on how to respond based on the results of the overall goal and outcomes for activities in previous years and the contents of mid-term consultations?	Plans should set as many indicators as possible, including overall goals, outcomes, etc., and to plan for reviews, objective evaluations, scientific verification, and monitoring of activities both before and after implementation.	- When the applicant does not present a concrete plan to achieve its goals, descriptions of activities do not inspire faith in their effectiveness, or when there are concerns about the readiness of the project. - When there is no prospect of obtaining the cooperation of those relevant parties necessary for the implementation of the project. - When the Agent of a Category B project is not involved in the target project. - When, in the case of ongoing activities for which previous requests have been made, the response to advice given by members of the Expert Committee on Evaluations in the mid-term consultation, and the status of improvements to issues faced in previous years, are not sufficiently described.
Efficiency	Are the content and timing of activities appropriate and valid?	The budget plan is designed to be economical.	When the cost estimate is expected to be excessive in relation to the project pertaining to the request.
Sustainability	Is there a clear vision for project activities to continue or to develop further after the conclusion of the grant?	There is an intention to strengthen the activity base	When there is no vision for activities beyond the grant period, and activities are considered likely to only be

		based on an appropriate understanding of the issues being faced.	carried out during the grant period.
Social impact	• Does the project have the potential to make a significant contribution to solving environmental or social issues, and is there a clear means of measuring results? • Are there mechanisms in place to disseminate the results of surveys and research? • With regard to policy proposal activities, have the recipients and methods of disseminating said proposals been clarified in advance so that the results can be verified?	• The activities are such that will have a positive impact on the environment and society in order to achieve the SDGs.	• When the purpose of the project is simply to maintain the activities of the organization and does not involve a vision for solving environmental or social issues. • When the method for measuring results in solving environmental or social issues is unclear, and the impact on society after the conclusion of the grant will be difficult to measure.
Public participation	• Do the activities pertaining to the request involve a wide range of citizens, as opposed to just a limited group of experts?	• The project includes stakeholders from many different generations.	• When there is no mechanism for citizens to be proactively involved, such as when activities are confined to research conducted by a specific group of experts.

Other examples of cases when rejection is likely include:

- When independence, sustainability, and development cannot be expected in terms of the activities or the organization itself, as evidenced by e.g. the same organization, without proper reason, repeatedly requesting grants for similar activities while changing only the requested grant program.
- When activities for recovery of grant funds are expected, such as through loaning, financing, and investments.
- When the need for support provided by JFGE is low. (For example, when the balance of income and expenditure carried forward of an organization exceeds 30 million yen, or 10 times the amount of the grant request, or when the total income and expenditure for each fiscal year exceeds 1 billion yen and there is a surplus of funds, such as when funding is provided to a head office located in another country.)

Perspectives employed in examinations for each program

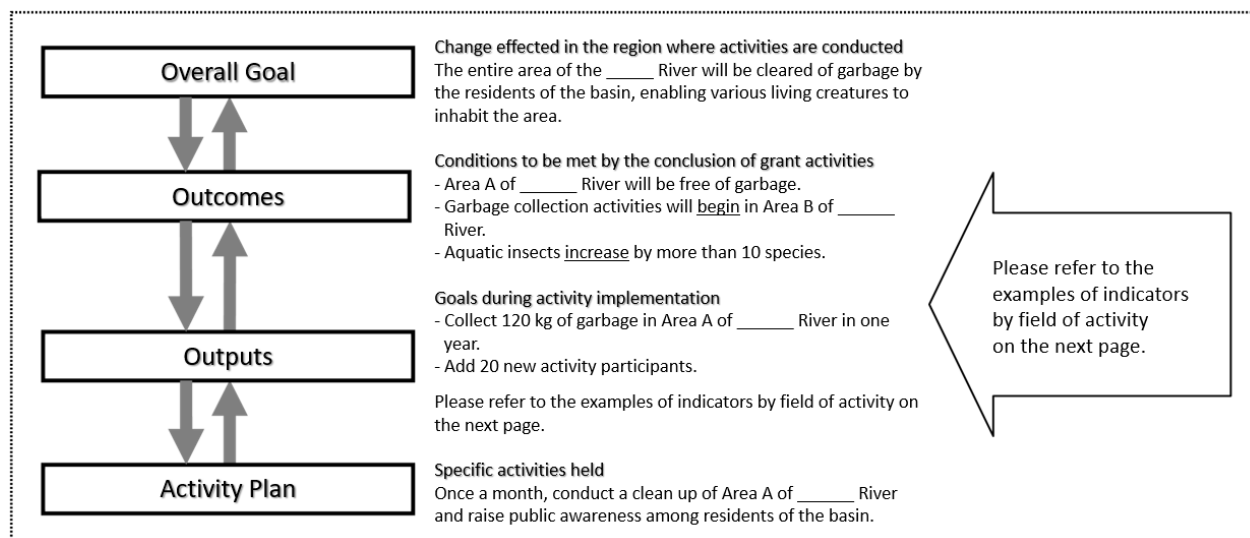
<New grant programs>

Program name	Examination details	Factors in scoring	Examples leading to rejection
Regular Grant (Basic)	• Are the new environmental conservation activities initiated by the organization devised with originality and ingenuity? • Does the content of activities present a vision that leads from preparation and foundation-building to full-scale implementation of the project?	• The project activities are trying to tackle new issues, fields, and methodologies.	• When the amount requested is excessive compared to the organization's track record of past activities, leading to concerns about implementation. • When an organization that has received a Regular Grant (Basic) in the past repeatedly makes requests pertaining to similar activities without any particular reason.
Regular Grant (Development)	• Are the vision and plans for the project as an initiative aimed at the sustainable operation of activities clear? • Is the project expected to both develop activities and address social issues?	• The organization works in collaboration with stakeholders such as local residents, government, corporations, and experts with specialized knowledge related to the activity.	• When the organization does not have clear prospects for continued development after the conclusion of the grant. • When the organization is not positioned to develop its activities or work toward solving social issues, and its activities are limited to those in which it has been engaged in the past.

4. Key Points for the Preparation of Request Forms

Grant decisions will be based on the information provided in the "JFGE Grant Request Forms".

Therefore, the level of preciseness with which the specific plan to achieve the purpose of the activity (activity content, implementation method, schedule, budget, etc.) is described is key.



1. Is the project design solid?

"What is the purpose of the activities?", "What environmental changes will the activities bring about?"; the "JFGE Grant Request Forms" comprise multiple pages and yet we see many cases where answers to these questions are not provided.

Make sure to clearly indicate the relationship between goals, outcomes (performance goals), and outputs (activity implementation goals) in activities. It is important to clearly state the numbers involved.

2. Is the project consistent with the contents of the Guide to JFGE Grant Applications?

Some applications may not be considered due to issues with the descriptions therein, such as applications for activities that do not appear to strive for environmental conservation, activities that exceed the scope of the grant amounts, or activities that clearly exceed the unit cost criteria for expenses covered by the grants. Make sure to pay close attention to these fundamental aspects of your application.

3. Are plans appropriate and reasonable?

We sometimes receive applications where, upon examination of the submitted documents, it becomes clear that it would be impossible to implement the project as planned. The preparation of reasonable plans that can be reliably implemented is key. Please plan your project activities accordingly after careful consideration.

4. Has the request form been checked by someone other than the person who wrote it?

Is the information in the request form sufficiently clear to others, or is it written based on the assumptions of the writer? In addition to having the form double-checked by the person who wrote it, it can be beneficial to have it checked by someone else inside or outside the organization. This enables you to see how a third party interprets the written request, and thus discover any assumptions that are clear only to the person who wrote it. Whilst this is a time-consuming process, we believe it will result in a more precise request form.

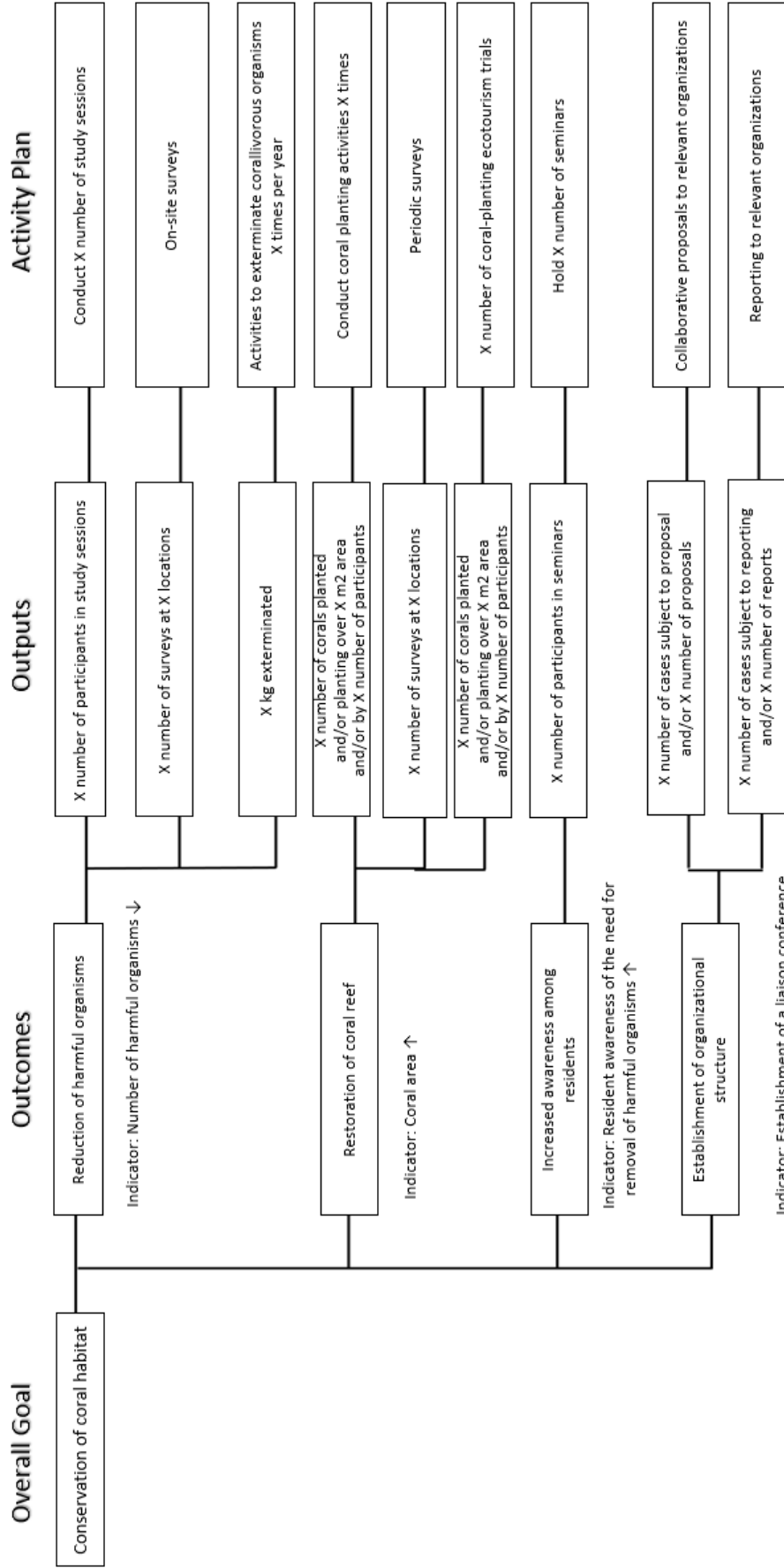
Examples of Indicators by Field of Activity

Field of activity	Examples of outcome indicators (What are results measured on?)	Examples of output indicators
Protection, conservation and restoration of nature	The size of land that could be conserved or restored The number of species that survive as a result of conservation efforts The size of land where the management of invasive species could be achieved The amount of increase in the population of a species	The size of the area where conservation activities were implemented The number of people participating in conservation activities The population size of reintroduced species The number of invasive species exterminated
Forest conservation and tree/grass planting, anti-desertification	The size of land that could be conserved or planted with trees/grass The amount (volume) illegal logging has decreased The size of land where the management of invasive species could be achieved	The size of plantation areas, and number of trees planted The number of participants in tree/grass planting activities The number of invasive species exterminated
Environmental conservation-type agriculture	The amount (number of farmers) by which conventional farming has decreased The number of farms and farmers that have established environmental conservation-type agriculture practices The amount production has increased through environmental conservation-type agriculture	The number of regions and farmers that have implemented activities to introduce environmental conservation-type agriculture The number of acres cultivated, number of people active in environmental conservation-type agriculture, and number of people acquiring technology
Climate change mitigation and adaptation	The amount of greenhouse gas reduction <Adaption> The size of land for implementing green infrastructure (rain gardens, floodwater reservoirs, etc.) The size of land for conserving watershed forests and disaster prevention forests The size of land for planting heat-tolerant crops	The amount of renewable energy introduced The amount of renewable energy generated, number of facilities The amount of reduction in energy consumption Number of people who have implemented decarbonization activities The number of initiatives for green infrastructure (rain gardens, floodwater reservoirs, etc.) The number of people participating in activities to conserve watershed forests and disaster prevention forests The number of farms where adaptation measures were implemented
Building of a recycling-oriented society	The amount of reduction in disposed waste The resource recycling rate and amount	The number of people who practice the three Rs of waste reduction, implementation rate The number of reused products circulated
Air, water and soil conservation	The size of river, lake, and marsh areas with improved water quality The achievement rate of environmental standards for air quality	The amount pollutants have been reduced The number of water treatment systems installed The number of cleanup activities conducted; number of people involved

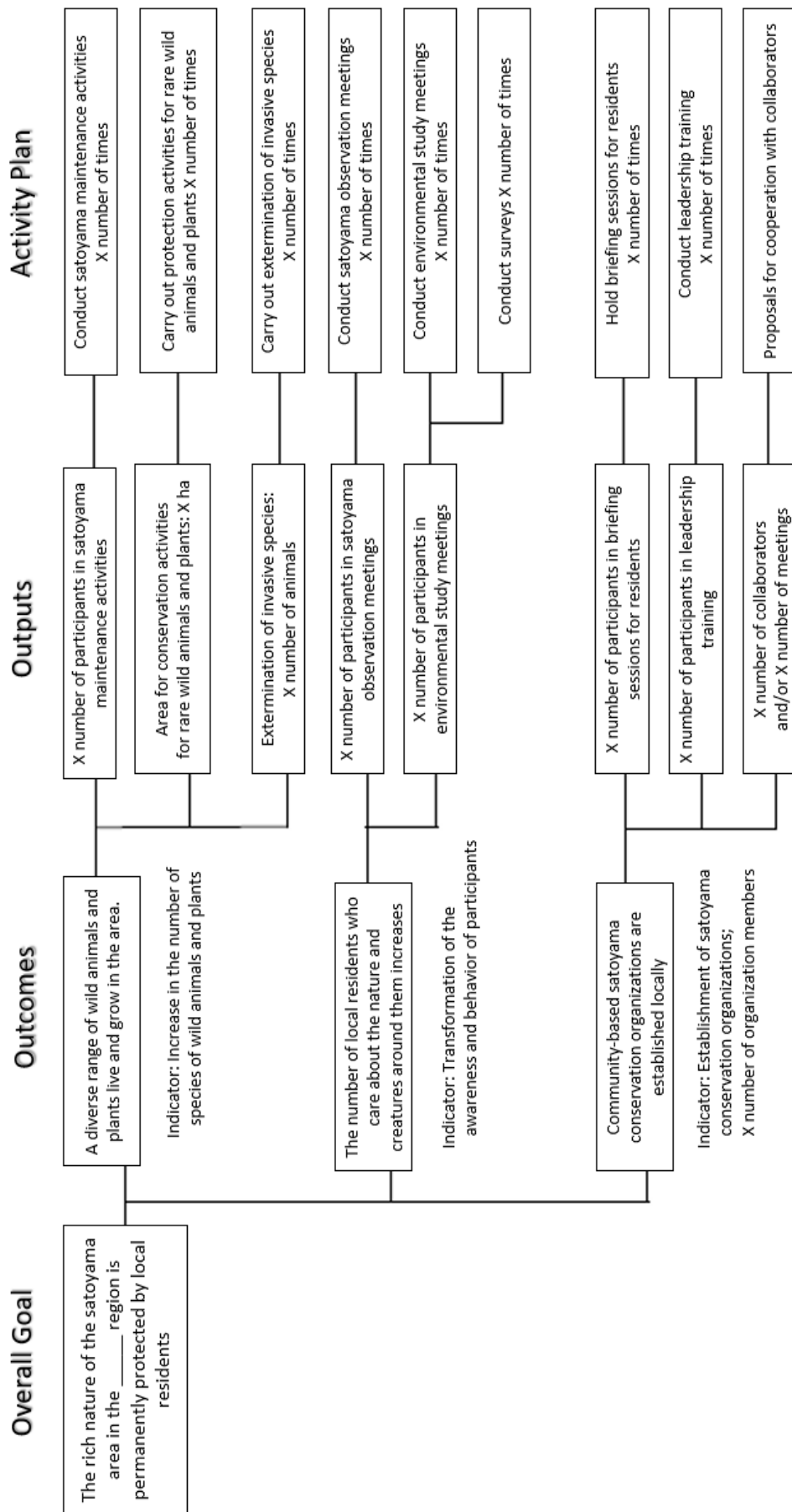
Field/form of activity	Examples of outcome indicators (What are results measured on?)	Examples of output indicators
Comprehensive environmental education, provision and dissemination of knowledge	The degree of improvement achieved in awareness-raising (e.g., increased interest and recognition in the community and target group), the number of people who changed their behavior and practiced environmentally conscious behavior as a result of awareness-raising and education	The number of participants in training and events The number of participants in observation meetings and seminars The level of achievement of training/seminar objectives (e.g., comprehension checks based on participant questionnaires) The number of publications distributed The number of participants in, and the dissemination rate of educational programs The number of persons having acquired techniques
International conferences, policy proposals	Changes in national and regional policies Agreements on management, preservation, and compliance	The number of proposals, number of meetings The amount of media coverage The number of followers on social networking services
Surveys and research	Utilization of collected data and reports (cases of citation) Impact on policy and public opinion (will anything change?)	The number of surveys, size of surveyed areas, amount of data collected, number of survey reports, the publication of results on website, etc.

This application is made in Japanese and translated into English. The Japanese application is the original and the English text is for reference purposes. If there is any conflict or inconsistency between these two texts, the Japanese text shall prevail.

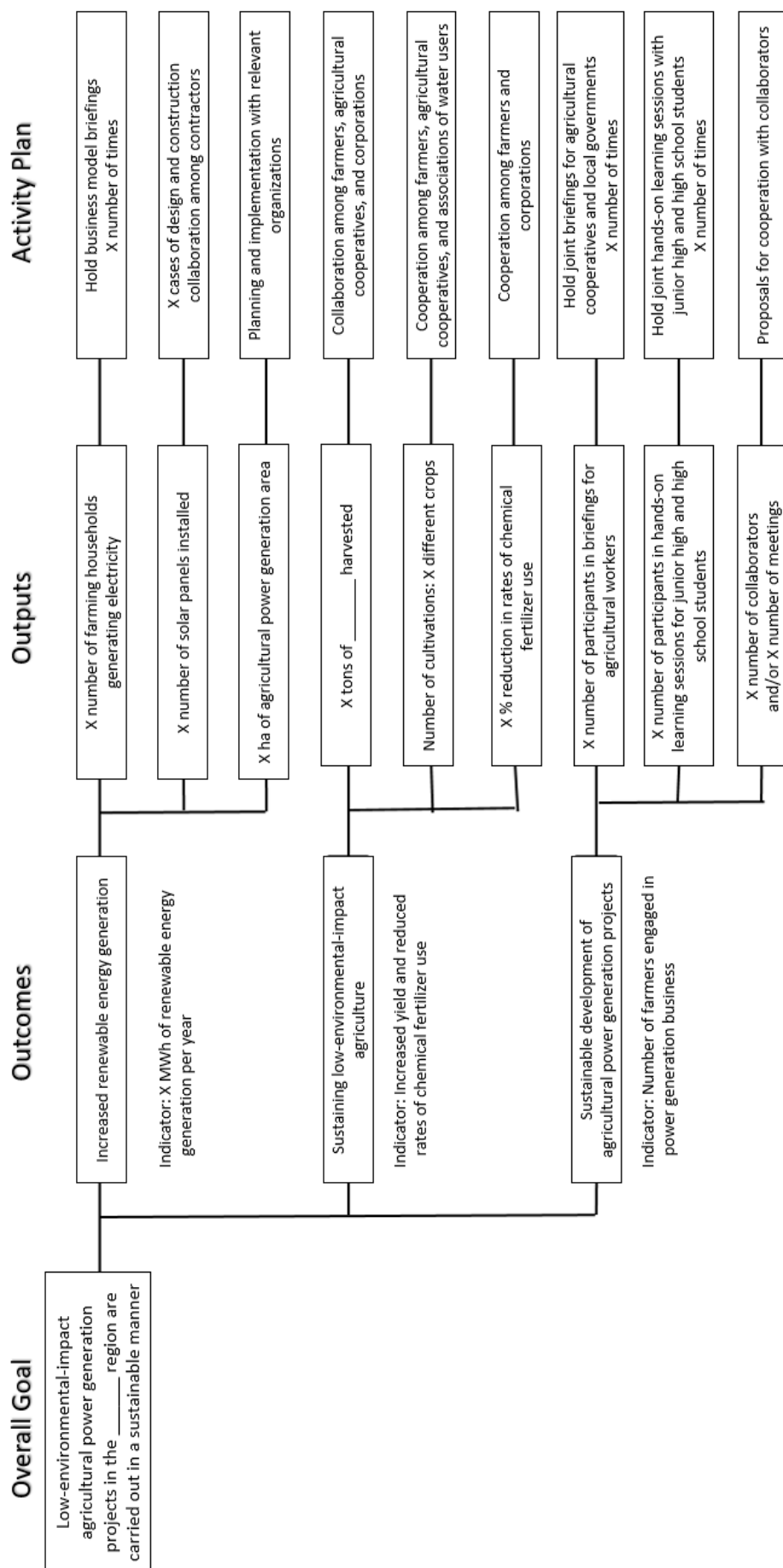
Reference: Logic model for coral reef conservation activities in the _____ region



Reference: Logic model for *satoyama* (village forest) conservation activities in the ____ region



Reference: Logic model for promotional activities on agricultural power generation with a low environmental impact in the _____ region



<Contact Information>

Global Environment Fund Division,
Global Environment Fund Department,
Environmental Restoration and
Conservation Agency of Japan (ERCA)



TEL: 044-520-9505
FAX: 044-520-2192
E-mail: kikin_youbou@erca.go.jp
Website: <https://www.erca.go.jp/jfge/>

<How to submit request forms>

Request forms can be submitted through the "JFGE Grant Application System".
For instructions on how to submit requests, please visit the below website.

URL: <https://jfge.erca.go.jp>