**Project Summary**

**（For ToE）**

**Name of Applicant：**

**Course Title：**

**\*Please answer all items below in English or Japanese.**

1. **Basic Information of the Training**

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| --- | --- | --- |
| **A** | **Training Program Type** | **please choose an item** |
| **B** | **Maximum Estimated Number of Trainees per Batch Persons / Batch** |  |
| **C** | **Maximum Expected Total Batches** |  |
| **D** | **Participation Fee per person JPY / Person (JPY)** |  |
| **E** | **Subsidy Amount per person JPY / Person (JPY)**  *(Calculation Formula: = D/2 or 25,000 (Lecture) / 250,000 (OJT), whichever is lower)* |  |
| **F** | **Maximum Estimated Total Subsidy Amount (JPY)**  *(Calculation Formula: = B x C x E)* |  |

1. **Overview of the Training**

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| --- |
| Briefly describe the training objectives, training content, training methods/techniques, expected training outcomes for participants, expected training benefits (productivity improvement/greenhouse gas reduction), expected participants, implementation system (trainers, management structure, and equipment, etc.), etc. |
|  |

1. **Details of the Training**

|  |  |
| --- | --- |
| **1** | **Comprehensiveness, Versatility and Practicality** |
| 1-1 | Describe how the training covers sufficient topics to understand GX/DX, including the importance and challenges of GX/DX, and how to achieve these transformations. |
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| 1-2 | Describe how the training curriculum includes basic principles such as Kaizen that promote continuous GX/DX within companies. |
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| 1-3 | Describe how the training program ensures that participants can apply their acquired knowledge and skills effectively in real-world business operations. |
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| **2** | **Innovativeness and Progressiveness** |
| 2-1 | Describe the innovative products or methods, such as IoT sensors, that the training teaches, and explain how they can enhance productivity or reduce greenhouse gas emissions cost-effectively. |
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| 2-2 | Describe how the training aligns with the latest international standards and regulations related to GX/DX, such as ISO guidelines. |
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| **3** | **Effectiveness and Efficiency** |
| 3-1 | Describe any measurable improvements in productivity or reductions in greenhouse gas emissions resulting from the training, along with quantitative evidence supporting these benefits. |
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| 3-2 | Describe the strategies implemented to ensure efficient and effective training delivery, including measures like limiting batch sizes or setting criteria for completion evaluation. |
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| 3-3 | Describe the rationale behind the pricing of training participation fees, considering cost-effectiveness and cost-savings. |
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| **4** | **Benefit on Japanese Firms and Japanese Supply Chain** |
| 4-1 | Describe the expected extent of involvement of trainees from companies in the Japanese supply chain in the ASEAN region, including the specific companies if any. |
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| 4-2 | Describe the specific Japanese companies’ technologies, products, and services included in the training to enhance future sales opportunities. |
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| **5** | **Capability of Applicants** |
| 5-1 | Describe any relevant experience the applicant has in conducting similar GX/DX training or interacting with Japanese firms for training purposes, including details like duration, frequency, and collaboration with firms. |
|  |
| 5-2 | Describe the setup of the implementation system for the training, including trainers, management structure, and equipment. |
|  |

**（For ToT）\*if applicable**

**Name of Applicant：**

**Course Title：**

**Please answer all items below in English or Japanese.**

1. **Basic Information of the Training**

|  |  |  |
| --- | --- | --- |
| **A** | **Eligible Expenses per Person (JPY)** |  |
| **B** | **Subsidy Amount per Person (JPY)**  *(Calculation Formula: = A/3 or 1,000,000 JPY, whichever is lower)* |  |
| **C** | **Estimated Number of Trainees** |  |
| **D** | **Maximum Estimated Total Subsidy Amount (JPY)**  *(Calculation Formula: = B x C)* |  |

1. **Overview of the Training**

|  |
| --- |
| Briefly describe the training objectives, training content, training methods/techniques, expected training outcomes for participants, qualifications and abilities of participants, and implementation system (trainers, management structure, and equipment, etc.). |
|  |

1. **Details of the Training**

|  |  |
| --- | --- |
| **1** | **Timing and Volumes** |
| 1-1 | Describe why it is necessary to train instructors in this particular timeframe. |
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| 1-2 | Describe the rationale behind the target number of trainees and how it responds to the future demand for the Training for Employees. |
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| **2** | **Quality, Efficiency and Effectiveness** |
| 2-1 | Describe how the training plan includes the required technologies and expertise that trainers-to-be must possess for conducting the Training for Employees. |
|  |
| 2-2 | Describe any strategies implemented to ensure efficient and effective training delivery, including measures like limiting batch sizes or setting criteria for completion evaluation. |
|  |
| **3** | **Capability of Trainees** |
| 3-1 | Describe why the trainees selected by the applicant have sufficient experience and expertise to become trainers for employee training programs. |
|  |
| 3-2 | Describe any strategies implemented to ensure that trainees will contribute as instructors for the Training for Employees in the long term, such as retention measures and long-term development plans. |
|  |
| **4** | **Appropriate of the Contents of the Estimate** |
| 4-1 | Describe the reasonableness of the expenses to be incurred, including necessity, cost-effectiveness, and cost-saving measures, in relation to the planned contents of the training and the estimated benefit. |
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