

THE BISHOP WILLIAMS MEMORIAL FUND
OF THE
NIPPON SEI KO KAI
(ANGLICAN EPISCOPAL CHURCH OF JAPAN)

May 1, 2017

Dear Sir or Madam:

We are pleased to inform you that again this year the Board of Trustees of the Bishop Williams Memorial Fund is soliciting applications for participation in its Visiting Researcher Program. We are seeking your cooperation in assisting us to find suitable applicants.

In past years candidates from developing nations of Asia, Africa, and South America have been invited to participate; and their research has included such fields as ~~nursing, medicine, education, special education, agriculture, animal breeding, and computer science~~. The program provides round-trip airfare, housing, tuition, and a stipend.

Together with this letter you should receive application forms and a list of important dates for application submission; and we would be much obliged to you if you could kindly make these available to any appropriate persons you may know of. Because we are relying on you to help find suitable applicants, we hope that you will carefully study the requirements for eligibility found on page 1 and counsel the prospective applicant before they go through the effort and expense involved in completing the application process. We would expect that applicants should be outstanding young scholars or researchers who have good prospects for employment on their return. Additional application forms will be furnished on request; or, to save mailing time, the enclosed application may be duplicated and used by prospective applicants.

Please note that the maximum age for participation is ~~35 years of age~~, and also that the ~~Williams Fund cannot give scholarship support for programs outside of Japan. The Fund operates only the Visiting Researcher program in Japan, and usually selects only one researcher per year.~~

If you have any questions, please let me know. All inquiries and completed applications should be sent by post to the Rikkyo University address shown below, and that of the three letters of reference, one from an Anglican bishop is essential.

Sincerely yours,



Herbert Donovan
Member of the Executive Committee
Bishop Williams Memorial Fund and
Assistant to the President
Rikkyo (St. Paul's) University

Bishop Williams Memorial Fund
c/o Chapel Office, Rikkyo University
3-34-1 Nishi-Ikebukuro, Toshima-ku, Tokyo 171-8501, JAPAN
Telephone: 81-3-3985-2698 Facsimile: 81-3-3985-4724

**Important Dates and Information
for the
The 2018-2020 Bishop Williams Memorial Fund
Visiting Researcher Program**

(The purpose of this insert is to provide dates and information for the 2018-2020 program which were unavailable at the time the application form was printed)

- | | |
|------------------|--|
| May 2017: | Applications will be sent out from Rikkyo University |
| 13 October 2017: | Closing date for applications (Completed applications must reach Rikkyo University by this date) |
| 31 March 2018: | Notification of results (on or before this date) |
| 1 October 2018: | Beginning date of the 2018-2020 program |

Please note the following:

- (1) Please note that the application has three pages that are printed on both sides. Please be sure that you fill out all pages, ① through ⑥, and send them all in together with all required letters of recommendation and other certificates.
- (2) With regard to page ⑥, number 23, although it is possible to come to Japan with a spouse, difficulties involved also include getting a visa for the spouse and finding suitable housing, and applicants should further realize that visa regulations would prohibit the spouse from seeking employment in Japan.
- (3) Please note that applicants must be under 35 (34 years of age or younger) as of October 1, 2018.

May, 2017

Application for Participation in
The Visiting Researcher Program of
The Bishop Williams Memorial Fund

The Bishop Williams Memorial Fund
Of the
Nippon Sei Ko Kai
(Anglican-Episcopal Church of Japan)

Bishop Williams Memorial Fund
c/o Chapel Office
Rikkyo University
3-34-1 Nishi-Ikebukuro
Toshima-ku, Tokyo 171-8501
JAPAN

The Bishop Williams Memorial Fund
of the
Nippon Sei Ko Kai
(Anglican-Episcopal Church of Japan)

HISTORY

The Rt. Rev. Channing Moore Williams was a missionary of the American Episcopal Church who first came to Japan in 1859 as a young priest. During the many years he spent in Japan, Bishop Williams made very substantial contributions to the establishment of the Church here—and in particular, to the establishment of a number of educational institutions based firmly on Christian values and principles.

More than a hundred and thirty-five years have passed since these schools were founded by Williams, and today they occupy prominent positions among the thousands of educational institutions in Japan; indeed they have produced some of Japan's most respected leaders in various fields of endeavor. Yet when we view the overall situation of our Japanese society and education, we are made aware of the continuing need to exert every effort to carry out the mission entrusted to us by Bishop Williams: to undergird the education and research conducted at our educational institutions with the precepts of Christianity and the spirit of Christian faith.

As one means of contributing to these efforts, we—members of the Nippon Sei Ko Kai (NSKK) and administrators of NSKK-related institutions—reflecting on the need mentioned above and the challenge given to us, and grateful for our valued heritage from Bishop Williams, undertook in 1977 at the General Synod of the NSKK to establish the Bishop Williams Memorial Fund.

LECTURE PROGRAM

The projects presently being operated by the Fund are: first, a Memorial Lectureship through which excellent scholars from within and without Japan are invited to present lectures and seminars on topics dealing with their particular academic fields of specialization. This Memorial Lectureship brings to the campuses of NSKK institutions scholars in various fields who are of the highest caliber, and whose religious faith can promote those values so important to the integrity of the institutions and of Japan itself. Many of the lectures and seminars are open to the general public, as well as to students and faculty members; and from such contacts comes an awakened realization of the importance of these religious and moral values in conducting research and education.

In 1979 the inaugural lecturer was Arthur Michael Ramsey, former Archbishop Canterbury; in 1981, Arthur R. Peacocke, of Cambridge University, an authority on Physical Biochemistry as well as a theologian and author of many books on Christianity and science; in 1983, Joseph M. Kitagawa, of the University of Chicago, who was a leading scholar in the history of religions; in 1984, the Rev. K. H. Ting, Principal of Nanjing Union Theological Seminary and President of the China Christian Council; in 1985, the Rev. Dr. Cyril Powles, Professor Emeritus of Trinity College, Toronto University, a former long-time missionary to Japan and a scholar in Church History; in 1986, the Rt. Rev. John M. Allin, former Presiding Bishop of the Episcopal Church in the U.S.A.; in 1989, the Rt. Rev. Hugh Montefiore, Retired Bishop of Birmingham (England); in 1993, Dr. Robert L. Fulton, Professor of Sociology and Director of the Center for Death Education and Research at the University of Minnesota; in 1994, the Rev. Dennis Eric Nineham, Emeritus Professor of Theology of the University of Bristol; in 1999, Dr. Laura-Lynne McBain, a leading counselor and scholar on Pastoral Care and Domestic Violence; in 2004 the Rev. Dr. Andrew Davey, Secretary for Community and Urban Affairs on the Board for Social Responsibility of the Archbishop's Council of the Anglican Communion; in 2009, the Rt. Rev. Frank T. Griswold, former Presiding Bishop of the Episcopal Church in the U.S.A.; and in 2012, Dr. Robert N. Bellah Emeritus Professor of Sociology of the University of California Berkeley.

Applicant	Applicant's desire
1 A college graduate who has recently completed his/her undergraduate education	To do graduate study in some field such as administration of medium and small-scale business enterprises, social welfare work, etc.
2 A nursing college graduate who is now employed as a nurse in a hospital	To complete an advanced course of study, or Masters degree in a recognized college of nursing in such subjects as nursing, nutrition, midwifery, or nursing research.
3 A graduate of a special technical school who is interested in farming, or in nursery school operation	To study at the college level such subjects as agriculture, or pre-elementary school education, etc.
4 A college graduate who now holds a position in industry	To take some advanced courses and/or conduct research in such fields as business administration, environmental problems, industrial psychology, etc.
5 A person already holding a graduate degree who is doing research in his/her specialized field at his/her own university	To do further advanced study and research in such fields as medicine, pharmacology, agriculture, social sciences, natural sciences, etc.

Please note that the above are merely examples: the scope of the program is not limited to these.

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- (b) Good proficiency in the English language is required; and the Visiting Researcher is also expected to study the Japanese language and attain as much proficiency as possible.
 - (c) Since the academic year in Japan begins in April, Visiting Researchers will be expected to come to Japan in October (preceding the April start of academic work) and undertake Japanese language training for approximately six months.
 - (d) Each Visiting Researcher will be assigned to an educational institution on the basis of where the most suitable research facilities are available. Whenever possible, this assignment will be made to an NSKK-affiliated institution; but, in some cases, depending on his/her particular field, the assignment may be to a non-NSKK-affiliated institution.

3. Application Procedure

1. APPLICATION DOCUMENTS

(1) Completed Application Form (prescribed form)

(2) Three Letters of Reference

These must include one from an Anglican bishop or the prelate of a "Union" Church formed by the merger of an Anglican Church with other Christian Churches as part of the ecumenical movement. These letters are to be written by the referee on his/her professional letterhead, sealed in an envelope by the referee and signed over the seal by the referee, then returned to the applicant to be sent in with the other documents.

(3) Health Certificate (prescribed form)

(4) Official Transcript of Academic Record (undergraduate level and above)

This should be an official transcript showing courses taken and grades received, issued by the institution and sealed and signed by the registrar or other appropriate official.)

(5) Certification of Japanese or English Language Proficiency (prescribed form)

It should be signed by a language teacher or other qualified person.

NOTE: All documents should be written in either English or Japanese. If not, the English or Japanese translation must be attached. The letters of reference and the certificate of health must be submitted by the applicant in the same mailing envelope with the completed application form.

2. CLOSING DATE FOR APPLICATIONS : ~~October 13, 2017~~

All application documents should be submitted to the following address and in time to reach this address by the closing date:

Bishop Williams Memorial Fund
c/o Chapel Office
Rikkyo University
3-34-1 Nishi-Ikebukuro, Toshima-ku,
Tokyo 171-8501, Japan
Tel: 81-3-3985-2698, Fax: 81-3-3985-4724

Application for Participation in
The Visiting Researcher Program of
The Bishop Williams Memorial Fund

APPLICATION SHOULD BE TYPED (OR NEATLY PRINTED)
IN ENGLISH
(IF APPROPRIATE, JAPANESE CHARACTERS MAY BE USED)

Recent
photograph
(approx.
3×4cm)

- 1 Full name : _____ , _____
(family name) (first name) (middle name)
- 2 Sex : _____ Marital status : _____
- 3 Date of birth : _____ , _____ Age : _____
(month) (day) (year)
- 4 Nationality : _____ Place of birth : _____ (country)
- 5 Church affiliation: _____
(If Anglican, give diocese, and name, address, telephone and fax number of bishop:)
- _____
- 6 Applicant's home address : _____

- E-mail address : _____
- Telephone No : _____
(country code) (area code)
- 7 Person to be contacted in case of emergency or in case applicant cannot be reached:
- Name : _____
- Address : _____
- Telephone No: _____
(country code) (area code)
- E-mail address : _____
- 8 Current employment and status : _____

- Business address : _____

- Telephone No : _____
(country code) (area code)
- 9 Other Fax numbers or email addresses through which the applicant can be reached:
- _____

12 Education, research, and / or professional positions in countries other than your own; and foreign exchange fellowships, travel grants, etc., received on such occasions.

Period	Institution	Location	Status / Position	Name of Organization Providing Fellowship (if applicable)
from to				
from to				

13 Language proficiency (indicate by "excellent", "good", "fair", "poor", and "not at all") :

Language	Reading	Writing	Speaking
Japanese			
English			
Other Language _____			

14 What is your past / present specialized field of study / research? _____

15 a) What is your desired field of study or research in Japan (title or theme of your research)?

b) Your intended study in Japan would focus on:

purely academic research

research and training

more practical training

18 Teaching experience

19 If you think you would be able to give a course of instruction to Japanese students using the English or Japanese language, in what subject could you do so (for example, your own major, your native language, the culture of your country, etc.)?

20 Describe in this space the duties and responsibilities of your present occupation.

21 Describe in this space the prospects you have for employment upon returning to your home country (for example returning to your current job, positions you know of in areas related to your training in Japan, opportunities to teach what you have learned, etc.).

22 List below the names and addresses of three persons whom you have asked to submit a letter of recommendation on your behalf. These should include an Anglican bishop.

Name	Position	Address and FAX or telephone number

Health Certificate

Name _____

Date of birth _____ Age _____ Sex _____
(month) (day) (year)

This is to certify that the above-named person was physically examined by me and was found to be in a condition of good health, being free from any contagious disease. I believe he/she is able to carry on a full course of study abroad.

Date _____
(month) (day) (year)

Physician's
signature _____

Name and
address of
institution _____

**The Bishop Williams Memorial Fund
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Nippon Sei Ko Kai
(Anglican Episcopal Church of Japan)**

Request for a Letter of Reference

To the applicant: Write your name on this page and give one to each of the three persons you have asked to write a letter of recommendation. Note that one of these must be an Anglican bishop. Do not return this page with your application.

Applicant's name: _____

To the person writing the recommendation:

The applicant named above is applying for the Visiting Researcher program of the Bishop Williams Fund and has asked that you provide a letter of reference. We appreciate your time and effort in supplying this information. The program is an 18 month fellowship which allows qualified applicants to pursue research in Japan which will contribute to the development of their home country upon their return. Information on the program, requirements for eligibility, and terms of the grant are listed in the application, copies of which are available from the Rikkyo University address shown below. We would like to ask that you write a letter of reference according to the criteria listed below. **The letter should be written on your professional letterhead with your organization's stamp or seal.** Completed letters of reference should be sealed in an envelope by the referee, and signed over this seal by the referee, then returned to the applicant to be sent in with the application. Please keep this page for your reference.

In the letter of reference, please be sure to include:

- Your name, title, organization, and telephone and facsimile numbers
- Name of the Applicant
- Applicant's area of research/training interest
- How long you have known the applicant
- How well and in what capacity you know the applicant
- The applicant's special academic/professional strengths and weaknesses
- The applicant's greatest achievement (academic, personal, community, church related)
- The prospects the applicant has for employment upon returning to his/her home country (for example returning to his/her current job, positions you know of in areas related to his/her training in Japan, and opportunities to teach what he/she has learned)
- Any additional comments that you deem relevant concerning the applicant.

Correspondence Address: Chapel Office; Rikkyo University; 3-34-1 Nishi-Ikebukuro, Toshima-ku, Tokyo 171-8501 JAPAN (Tel: 81-3-3985-2698, Fax: 81-3-3985-4724)

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You can download the application form from the URL below.

[http://www.nskk.org/province/document/2017-2019 W.F Application.pdf](http://www.nskk.org/province/document/2017-2019_W.F_Application.pdf)