

Keidanren Nature Conservation Fund (KNCF) 2026 Grant Program Application/Report Documents List

The necessary documents and procedures for application to the KNCF are listed below.				Application Menu			
				Small-Scale Grants		Mid-Scale Grant	Large-Scale Grant
Deadline : December 1, 2025, 17:00 JST		Points of Caution	User Manual Page (English)	First-time applicants (Basic Grant A)	For NGOs in Least Developed Countries (Basic Grant B)	Standard Grant	Collaboration Grant
Application Documents	1. Grant Application Form (Pledge Form)	Submit the Application Form using KNCF Management System.	P12-14,P19-21	◎	◎	◎	◎
	2. Project Summary Table (English)	Submit the table using KNCF Management System. (Japanese organizations should also input their information in English.)	P15	◎	◎	◎	◎
	3. Project Proposal	Find the templates for each application category posted on KNCF Website and fill the form. Submit using KNCF Management System.	P16-18	◎	◎	◎	◎
	4. Financial statements and audits for past 3 years	Submit them using KNCF Management System.	P31	—	—	◎	◎
	5. Documents that prove corporate status	Submit the documents using KNCF Management System. (* Only for organizations with corporate status)	P31	—	—	◎(*)	◎(*)
	6. Reference Materials	Access the KNCF website and use the templates in the various application menu folders to input information. Then, submit them using KNCF Management System.	P31	◎	◎	◎	◎

Below, see the necessary documents/procedures for approved organizations to receive grants.

After the grant amounts have been determined, revise the project plans and budgets in the following manner.

[Even if the approved grant amount is the same as the applied amount, be sure to conduct the update procedures.]

				Small-Scale Grants		Mid-Scale Grant	Large-Scale Grant
Deadline : May 31, 2026, 17:00 JST If not submitted by deadline, the decision to issue the grant may be reconsidered.		Points of Caution	User Manual Page (English)	First-time applicants (Basic Grant A)	For NGOs in Least Developed Countries (Basic Grant B)	Standard Grant	Collaboration Grant
Revised Plan and Budget	1. Project Proposal	Input the Project Proposal using KNCF Management System.	P25-26	◎	◎	◎	◎
	2. Bank account for remittance of grant	The account name is supposed to be the same as the name of the applicant. Input the information using the KNCF Management System.	P27	◎	◎	◎	◎
	3. Written Pledge	Confirming that you have no objections to the written information, have the representative of your organization sign the written pledge, convert it to a PDF and upload through the Upload document/materials function of KNCF Management System.	P32	◎	◎	◎	◎

Below, the necessary documents and procedures for the Interim Report (April - September).

For the Collaboration Grant, no interim report , but an in-person annual report will be needed at the March Grant Review Committee meeting.

				Small-Scale Grants		Mid-Scale Grant	Large-Scale Grant
Deadline : October 31, 2026, 17:00 JST If not submitted by deadline, the remittance of the 2nd half grant may be reconsidered.		Points of Caution	User Manual Page (English)	First-time applicants (Basic Grant A)	For NGOs in Least Developed Countries (Basic Grant B)	Standard Grant	Collaboration Grant
Interim Report	1. Interim Report Summary	Find the templates posted on KNCF Website and fill the form. Submit the Project Proposal using KNCF Management System.	P29	◎	◎	◎	—
	2. Project Report/Financial Report (Detailed reports)	A detailed report of the 1st Half activities (No mandatory format.) Submit using KNCF Management System.	P29	—	—	◎	◎
	3. Receipts	Convert all receipts to PDF files and submit them using KNCF Management System. Should it become more than 5 pages, please upload as Excel files instead of PDF files.	P32	◎	◎	◎	◎
	4. Reference Materials	Access URLs for the project area maps, photos and videos, etc. Submit the documents using KNCF Management System.	P32	◎	◎	◎	◎

Below, the necessary documents and procedures for the Final Report (April - March).

				Small-Scale Grants		Mid-Scale Grant	Large-Scale Grant
Deadline : April 30, 2027, 17:00 JST		Points of Caution	User Manual Page (English)	First-time applicants (Basic Grant A)	For NGOs in Least Developed Countries (Basic Grant B)	Standard Grant	Collaboration Grant
Final Report	1. Final Report Summary	Find the templates posted on KNCF Website and fill the form. Submit the Project Proposal using KNCF Management System.	P30	◎	◎	◎	—
	2. Project Report/Financial Report (Detailed reports)	A detailed report of the 1-year activities (No mandatory format.) Submit using KNCF Management System.	P30	—	—	◎	◎
	3. Receipts	Convert all receipts to PDF files and submit them using KNCF Management System. Should it become more than 5 pages, please upload as Excel files instead of PDF files.	P32	◎	◎	◎	◎
	4. Reference Materials	Access URLs for the project area maps, photos and videos, etc. Submit the documents using KNCF Management System.	P32	◎	◎	◎	◎