

Kanagawa Prefecture Inbound

Incentive & Excursion Tours

Subsidy Program

Application & Application Guide

Applicable projects:	(1) Inbound incentive tours (2) Excursion tours
Subsidy amount:	Per tour pax: 5,000 yen (no overnight stay in Kanagawa Prefecture) 10,000 yen (overnight stay in Kanagawa Prefecture)
Application period:	July 29, 2024 - February 14, 2025
Project period:	September 1, 2024 - March 15, 2025
Application method:	Email entry form (Japanese Only)
Contact method:	Email (Japanese Only)

Contact: Kanagawa Prefecture Inbound Incentive & Excursion Tour Subsidy Program Office

(Kanagawa Prefectural Tourist Association (Kanagawa DMO))

e-mail : mice-dmo@kanagawa-kankou.or.jp

Subsidy program website

<https://www.kanagawa-kankou.or.jp/features/jyoseikin>



Subsidy program website

1. Application Requirements

1 . Subsidy Program Overview

Objective	By partially subsidizing the implementation costs of incentive tours and excursion programs to be held in Kanagawa Prefecture, we aim to promote the attractions of Kanagawa Prefecture to visitors to Japan, increase the number of future visitors, and promote higher tourism spending.
Eligible Applicants	Business owners with a travel agency registration number or travel service arrangement businesses in Japan; businesses that conduct incentive tours or excursion programs with a legal entity in Japan
Eligible Projects	<ol style="list-style-type: none">1. incentive or excursion tours to Japan whose arrangement and itinerary are approved by Kanagawa Prefectural Tourist Association (Kanagawa DMO)2. Tour must include at least 1 inbound tourist3. incentive tours that are order-made or tailor-made4. Project starts between 1 month post-application and March 15, 2025
Subsidy Amount	Subsidy amounts are per passenger. <ol style="list-style-type: none">1. doesn't include an overnight stay in Kanagawa Prefecture - 5,000 yen/pax2. includes an overnight stay in Kanagawa Prefecture - 10,000 yen/pax *The maximum subsidy amount per tour is 1,000,000 yen.
Application Period	July 29, 2024 - February 14, 2025

*Please confirm the details of each item in these guidelines before applying.

2. Eligible Subsidy Applicants

Business owners with a travel agency registration number or travel service arrangement businesses in Japan; businesses that conduct incentive tours or excursion programs with a legal entity in Japan

3. Eligible Subsidy Projects

(1) Meets the requirements set forth below:

Project type	Requirements
① Inbound Incentive Tour Projects	<ul style="list-style-type: none">· Order-made or tailor-made tours· The name of the company, organization, etc. with whom you are traveling must be known.
② Excursion Tour Projects	<ul style="list-style-type: none">· Name of the conference or convention that the passengers attended and the date of the conference or convention must be included (regardless of tour type)

(2) Tour must include travel products specified and reserved by Kanagawa Prefectural Tourist Association (Kanagawa DMO) in itinerary

(3) Tour in Kanagawa must be held between September 1, 2024 and March 15, 2025

(4) Tour must include at least 1 inbound tourist

*For projects that fall under any of the following categories, subsidies will not be awarded:

(1) Tours for religious or political purposes

(2) Tours that are offensive to public order and morals

(3) Tours affiliated with organized crime groups:

a. organized crime group as defined in Article 2, item 2 of the Law Concerning Prevention of Unjust Acts by Organized Crime Groups

b. organized crime group as defined in Article 2, item 6 of the Law Concerning Prevention of Unjust Acts by Organized Crime Groups

c. those whose representatives or officers fall under the category of Organized Crime Groups members prescribed in the preceding item (b).

d. A juridical person, etc. that conducts transactions with the said juridical person, etc. while knowing that the said juridical person, etc. falls under any of the preceding items.

(4) Tours supported with subsidies or grants from Kanagawa Prefecture other than the one specified in this project

4. Subsidy Amounts

Without overnight stay in Kanagawa Prefecture - 5,000 yen/pax

With overnight stay in Kanagawa Prefecture - 10,000 yen/pax

【Note: Definition of "Tour"】

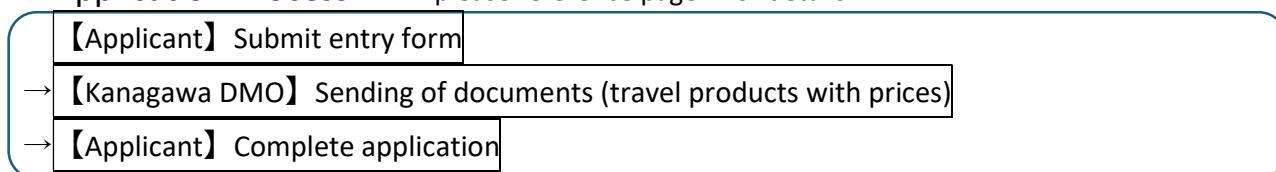
1. When multiple groups are arranged for the same itinerary applied for by a company or group, they will be considered as one tour.
2. Tours with different itineraries applied for by the same company, organization, etc. will be considered as separate tours.

5. Application Method

*Application form will be available from July 29 (Mon),2024.

*Please submit your entry via the entry form linked from the website (see URL on the cover page) and submit it by email (mice-dmo@kanagawa-kankou.or.jp) at least one month prior to the tour start date (or by March 15 if submitting after February 15), attaching the following document data. Applications by mail or in person will not be accepted.

★Application Process:★ *please reference page 4 for details



【Application Period】 July 29, 2024 - February 14, 2025

Applications will only be accepted by email.

*Applications are accepted on a first-come, first-served basis. If the total subsidy application budget is exceeded during the application period, we will close applications and an announcement will be made on the website.

Application Requirements:

- ① Completed entry form for the Kanagawa Prefecture Inbound Subsidy Program for Incentive & Excursion Tours
- ② Copy of travel agency registration or travel service arrangement business registration
- ③ Tour itinerary sample
- ④ Travel application form with the name of the company or convention

6. Results Reporting Method

As a general rule, please submit a report on the results within one month after the implementation of the tour.

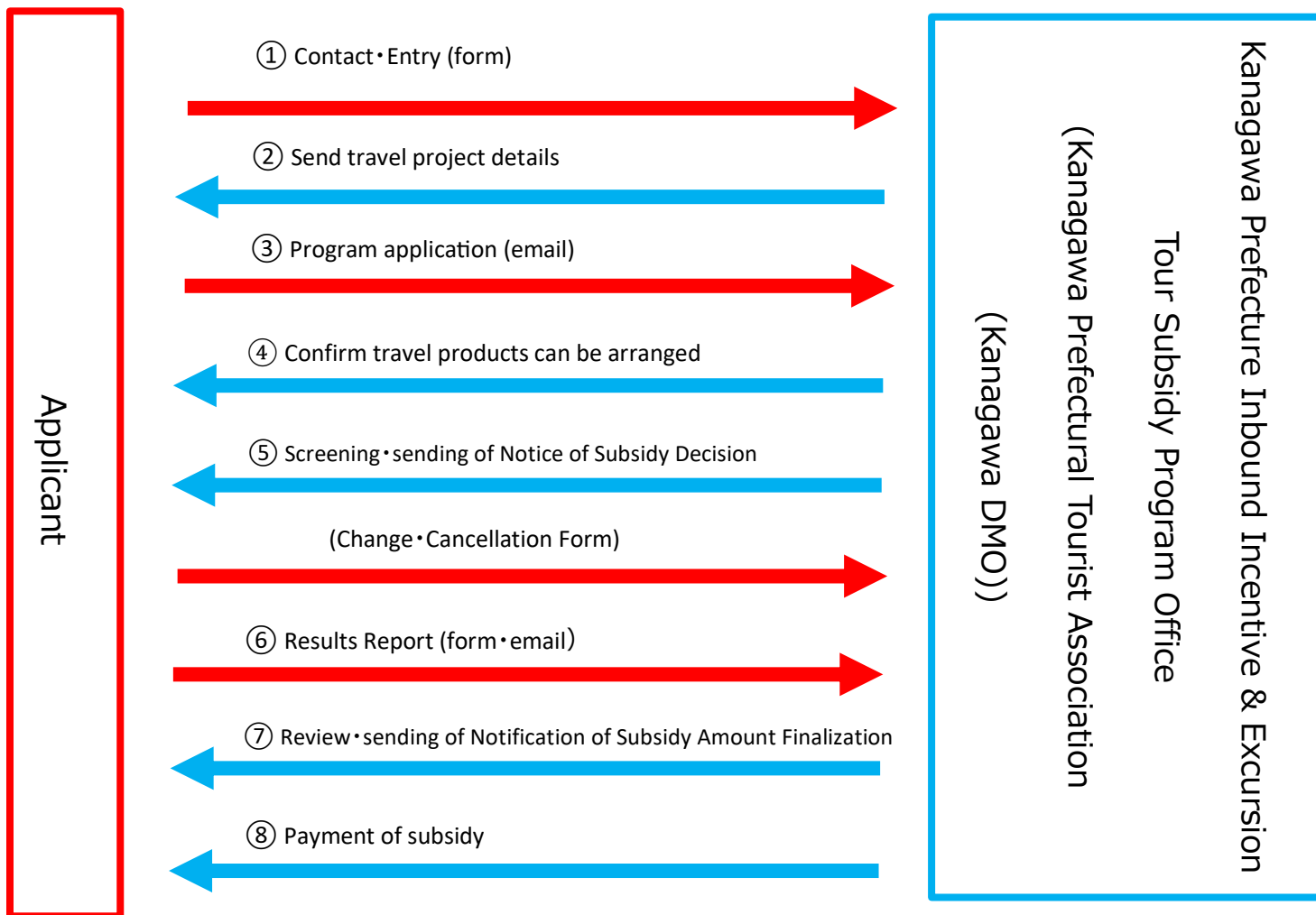
After filling out the results report application form, please submit it by email (mice-dmo@kanagawa-kankou.or.jp), attaching the following document data. Applications submitted by mail or in person will not be accepted.

※Enter and download the information from the application form linked from our website (see the URL on the cover page).

< Report Requirements: >

- ① Completed Results Report Application form for the Kanagawa Prefecture Inbound Subsidy Program for Incentive & Excursion Tours
- ② Invoice and Account Transfer Request Form
- ③ Documents objectively proving that all participants stayed overnight, such as lodging certificates issued by lodging facilities, etc. (if the tour includes overnight stays)

7. Application to Payment Process



8. Changes in Application Items and Discontinuation of Subsidized Projects

(1) Changes in Application Items

Subsidies will be implemented in accordance with the details of the decided tour. However, if you wish to change the details of the tour within the scope of the amount applied for and the purpose of the subsidy, please submit a "Notification of Changes in Subsidy" prior to the implementation of the tour. Please contact the Kanagawa Prefecture Tourist Association (Kanagawa DMO) in advance if you wish to make any changes.

< Qualifications for necessary changes: >

- When tour dates, activities, and accommodation availability changes
- When at least 20% of tour passengers is reduced

*Changes can be made within the subsidy amount applied for.

(2) Subsidy Program Cancellation

When a subsidy receiver ceases to implement the entire subsidized project due to various circumstances, the receiver must submit a "Notification of Subsidy Cancellation" form. No subsidy payment will be made for the project that has been approved for discontinuation.

Please note that subsidy payments will also not be made if the implementation of the subsidized content is cancelled due to bad weather or other reasons on the day of the event.

9. Handling of Documents

Documents relevant to the subsidy project must be preserved for 10 years (until the end of March 2035) starting from the fiscal year following the fiscal year that includes the date of the subsidy decision.

10. Cooperation with the Association

Grantees are requested to cooperate with the Association when the Association has requests regarding the project or to provide news coverage regarding the subsidy project.

11. Disciplinary Action for Misconduct with Subsidies

If any of the following conditions apply to the applicant, the decision to grant this subsidy may be cancelled in whole or in part. In addition, the subsidy pertaining to the cancelled portion may be returned.

(1) The applicant receives the subsidy through deception or other wrongful means

(2) In the event that the receiver violates the content of the decision to subsidize tours or the conditions attached thereto, or violates laws, regulations, rules, the Grant Guidelines, these Application Guidelines, or the instructions or orders of the Kanagawa Prefecture Tourist Association (Kanagawa DMO) in connection with the Grant Project, etc.

(3) If the applicant commits fraud, negligence, or other inappropriate acts in connection with the subsidy project

(4) When an applicant falls under any of the following:

- Organized Crime Groups as defined in Article 2, item 6 of the Law Concerning Prevention of Unjust Acts by

Organized Crime Groups

· Organized Crime Groups as defined in Article 2, item 2 of the Law Concerning Prevention of Unjust Acts by Organized Crime Groups

- Those whose representatives or officers fall under the category of Organized Crime Groups stipulated in Item
- A juridical person, etc. that conducts transactions with the said juridical person, etc. while knowing that the said juridical person, etc. falls under any of the preceding items.

(5) When the chairman of the Kanagawa Tourist Association otherwise deems it inappropriate

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