

Kanagawa Prefecture
Inbound Incentive Travel & Excursion Subsidy Program

Guidelines for Applicants

Subsidy-eligible projects	(1) Inbound incentive travels (2) Excursion
Subsidized amount	10,000 yen per tour participant
Application period	Tuesday, April 1, 2025–Friday, February 27, 2026
Project period	Tuesday, April 1, 2025–Tuesday, March 31, 2026
How to apply	Via entry form or email (Japanese only)
How to make an inquiry	Email (Japanese only)

For inquiries: Kanagawa Prefecture Inbound Incentive Travel & Excursion Subsidy Program Office (hereinafter “the Office”)

(Kanagawa Prefectural Tourist Association [Kanagawa DMO])

Email: mice-dmo@kanagawa-kankou.or.jp

Website for the subsidy (hereinafter “the Website”):

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



Website

Application Guidelines

1. Subsidy Overview

Objective	By partially subsidizing the costs for implementing inbound incentive travel and excursion program conducted in Kanagawa Prefecture, we aim to promote the prefecture's attractions to international visitors, increase the number of future visitors, and boost the enhancement of tourism spending.
Eligible applicants	Among operators with a registration number for a travel business or a travel service provision business in Japan, those that are incorporated in Japan and conduct inbound incentive travel or excursion.
Eligible projects	<ol style="list-style-type: none">1. Inbound incentive travel and excursion that contain the content from the attached table, designated by the Kanagawa Prefectural Tourist Association (Kanagawa DMO; hereinafter "the Association"), and involve overnight stay(s) in Kanagawa Prefecture.2. Projects with at least one inbound tourist as their participant.3. Inbound incentive travels that are either order-made or tailor-made.4. Projects that implement item one between one month after the day of application and Tuesday, March 31, 2026. (For projects implemented in April 2025, inquire the Office.)
Subsidized amount	The subsidized amount is to be 10,000 yen per tour participant, and 2,000,000 yen is to be the maximum subsidized amount per tour.
Application period	Tuesday, April 1, 2025–Friday, February 27, 2026 *Applications will close when the budget for the subsidy program reaches its maximum limit

*When applying, please check the details of each item using the Guidelines.

2. Eligible Subsidy Applicants

Among operators with a registration number for a travel business or a travel service provision business in Japan, those that are incorporated in Japan and conduct inbound incentive travels or excursion program.

3. Subsidy-Eligible Projects

(1) Projects that meet the requirements set forth below and involve an overnight stay in Kanagawa Prefecture.

Project category	Requirement
(1) Inbound incentive travel projects	<ul style="list-style-type: none">• Tours that are either order-made or tailor-made• The name of the company, organization, etc., with whom you are traveling is identifiable
(2) Excursion projects	<ul style="list-style-type: none">• The name and date of the meeting, convention, etc., in which the participant took part is identifiable (regardless of the tour's type)

(2) Tours containing content (described on the Website and regularly updated) designated by the Association

(3) Tours conducted in Kanagawa Prefecture between Tuesday, April 1, 2025 and Tuesday, March 31, 2026

(4) Projects with at least one inbound tourist as their participant

*Projects that meet the following will not be eligible for subsidies.

- (1) Projects that are granted with or are scheduled to be granted with other subsidies or grants-in-aid from Kanagawa Prefecture
- (2) Projects aimed at religious and/or political activities
- (3) Projects that violate public order and morals
- (4) Projects related to organized crime groups, etc.
 - a. Organized crime group stipulated under Article 2-2 of the Act on Prevention of Unjust Acts by Organized Crime Group Members
 - b. Member of an organized crime group stipulated under Article 2-6 of the Act on Prevention of Unjust Acts by Organized Crime Group Members
 - c. Project that features a representative or officer who applies as a member of an organized crime group stipulated under the preceding item.
 - d. A corporation, etc., knowingly transacting with a corporation, etc., that applies as any of the preceding items.

4. Subsidized Amount

10,000 yen per participant (excluding attendants and guides)

*2,000,000 yen is to be the maximum subsidized amount per tour.

[Definition of tour]

(1) When multiple groups are arranged for the same itinerary that was booked by a company, group, or other bodies, they are considered as a single tour.

(2) Different itineraries booked by the same company, group, or other bodies are considered as a different tour.

5. How to Apply

The entry form will be available from Tuesday, April 1, 2025. Please make your entry via the entry form link on the Website. (See the URL on the cover page.) Attach the following document data (Final Application Requirements 1–3) and submit them (i.e., make your final application) via email to micedmo@kanagawa-kankou.or.jp by one month before the day your tour starts. We will not accept postal or in-person applications. We can only accept entries and email-submitted final applications that are written in Japanese.

Application process (*For details, see p. 4)

Applicant: Submit entry (this does not finalize your application)



The Office: Send detailed materials (featuring product prices)



Applicant: Submit final application

[Application period] Tuesday, April 1, 2025–Friday, February 27, 2026

*Applications close when the budget for the subsidy reaches its limit. We can only accept final applications via email.

*Submissions are accepted in the order of your final application. If the total of applications reaches the budget, we will close applications even during the application period and make an announcement on the Website.

<Final Application Requirements>

(1) Copy of a license by the Japan Tourism Agency in accordance with the provisions of the Travel Agency Law, or a copy of a license for a travel service provision business

(2) Material that shows the tour's itinerary or program

(3) Document describing the name of the convention or the company, group, or other bodies hosting the tour (e.g., copy of tour application, itinerary, participant list [all of which do not

require names of individuals])

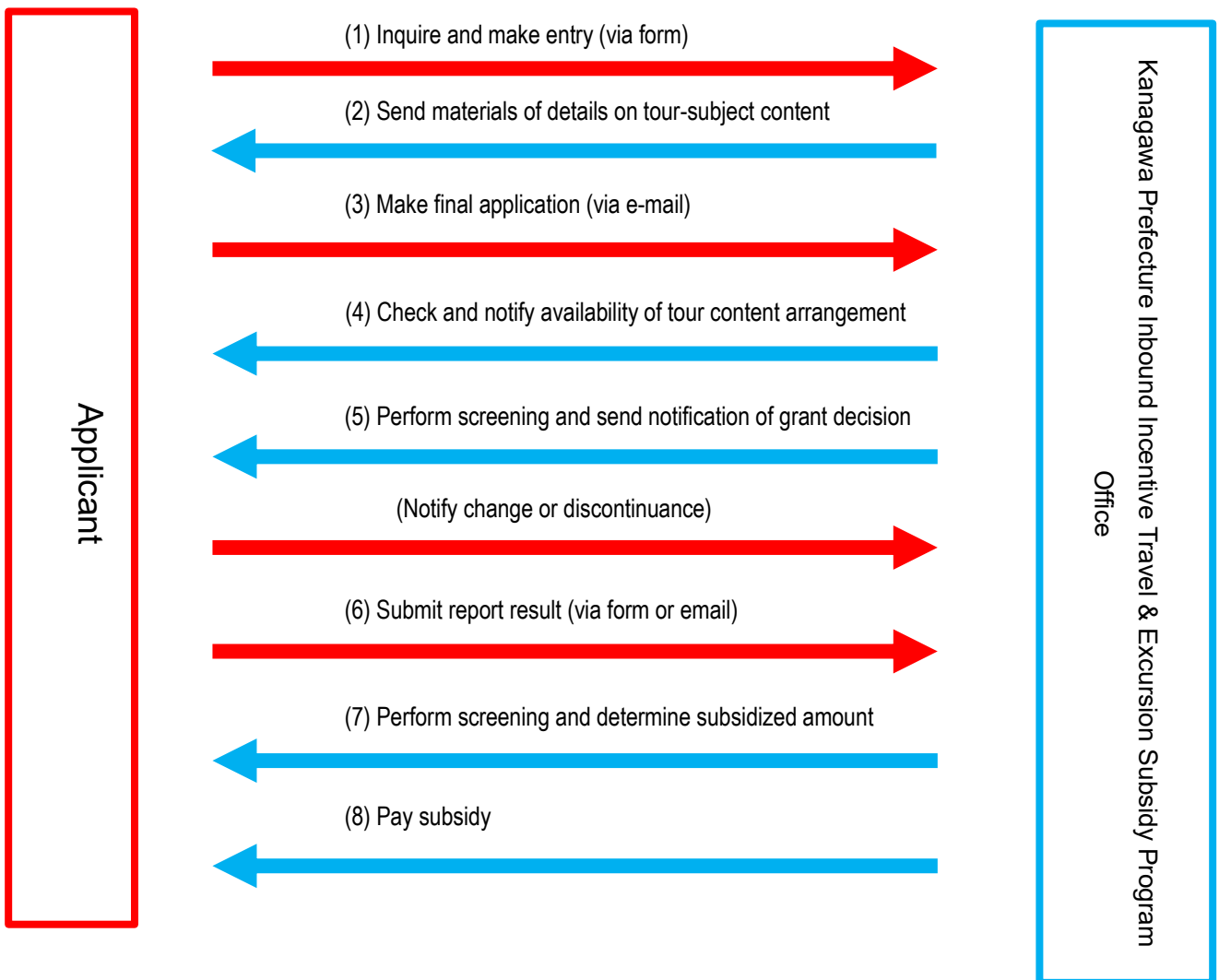
6. How to Report Results

As a general rule, please report the results within two weeks after conducting the tour. Fill out the results report application form, attach the following document data of Result Report Attachments (1) and (2), and submit via email to mice-dmo@kanagawa-kankou.or.jp. We will not accept postal or in-person report submissions.

<Result report attachments>

- (1) Invoice and account transfer request form
- (2) Documents, such as copies of lodging certificates issued by lodging facilities and other bodies, objectively proving that all participants stayed overnight.

7. Process from Application to Payment



8. Changes in Application Items and Discontinuance of Subsidized Project

(1) Changes in application items

Subsidized projects are to be conducted in accordance with the details of the grant decision. However, if you wish to change the details of the tour within the scope of the decided grant amount and the purpose of the subsidized project, please submit a “Notification of Changes in Subsidized Project” by a week before the first day of the subsidy-eligible project. Please also inquire the Office in advance if you wish to make changes.

(Cases where the Notification of Changes is required)

*Changes can be made within the range of the decided grant amount.

- Changes in tour dates and subsidy-subject content
- A 20-percent-or-more reduction in tour participants

(2) Discontinuance (suspension) of subsidized project

When a subsidy recipient ceases to conduct the subsidized project in its entirety due to various reasons, the recipient is to submit a “Notification of Subsidized Project Discontinuance.” No subsidy will be provided to projects that had their discontinuance approved.

Please also note that no subsidy will be provided when poor weather, various circumstances on the day of the event, or other reasons cause the subsidized content to be canceled.

9. Management of Documents

Relevant documents (documents and accounting books related to the subsidized project) are required to be retained for 10 years (until late March 2035), starting from the fiscal year following the one in which the subsidy grant decision was made.

10. Cooperation with the Association

Subsidy recipients are to cooperate when, in relation to subsidy-eligible projects, the Association requests for project collaboration or media coverage assistance.

11. Disciplinary Action for Subsidy-Related Misconduct

If subsidy recipients fall under any of the following items, relevant subsidy grant decisions may be revoked entirely or partially. Refunds may also be required for subsidies related to the revoked portion.

- (1) The subsidy recipient was granted the subsidy, etc., through false or other fraudulent means
- (2) The subsidy recipient, in relation to conducting the subsidy project, violated the details of the grant decision for the subsidy, etc., or the conditions attached thereto, laws, or relevant instructions and orders of the Office.
- (3) The subsidy recipient, in relation to the subsidy project, committed fraud, negligence, or other

inappropriate acts.

Issued in March 2025