

**Application Guidelines for the 2016 Mayors for Peace
Youth Exchange for Peace:
Support Program for “HIROSHIMA & PEACE”**

1. Purpose

This program is designed to provide various opportunities to share the memories of the atomic bombings and the messages of A-bomb survivors with youth in Mayors for Peace member cities around the world who will be leaders of future generations; to enhance training of personnel to assist in the abolition of nuclear weapons and the creation of lasting world peace; and to strengthen our member city network.

This program is implemented as a 2020 Vision Campaign intensified activity, as decided at the Mayors for Peace 9th Executive Conference held in Ypres, Belgium, in November 2015. The aim of the 2020 Vision Campaign is to achieve the abolition of nuclear weapons by 2020.

2. Summary

The Mayors for Peace Secretariat (hereinafter referred as “the Secretariat”) will provide financial support for youth in Mayors for Peace member cities (hereinafter referred as “member cities”) to cover part of the expenses associated with participation in the “HIROSHIMA and PEACE” course at Hiroshima City University (hereinafter referred as “HCU”). Successful applicants are required to submit a report after the conclusion of this course to the member city in which they live, study or work and the Secretariat. This report must include information about what the participant learned through this program, their own plans for peace activities, and concrete proposals for Mayors for Peace activities for nuclear weapons abolition. Member cities of successful applicants will consider implementing projects based on their youth participant’s ideas in order to facilitate the nuclear abolition goal of Mayors for Peace.

3. Exchange Period

August 1st (Mon.) to 10th (Wed.), 2016

4. Exchange Activities Location

Hiroshima City (HCU Campus, Peace Memorial Park and so on)

5. Support Program Applicant Requirements

- (1) Applicants must currently live, study or work in a member city other than Hiroshima City.
- (2) In principle, the age of an applicant must be under 40 years old as of the beginning of the course, on August 1st, 2016.
- (3) Applications must be submitted by the local government of a member city.
- (4) Applicants must fulfill the conditions* for participants in the “HIROSHIMA and PEACE” course as required by HCU, and pass HCU’s screening test.

*Conditions required by HCU:

- i. Participants must have completed at least the first year of university/college education.
 - ii. Participants must be able to participate in discussions in English and understand the course’s English materials
- (5) Applicants must be able to write and speak in English, equivalent to TOEIC score 700 or higher.
*Applicants whose mother tongue is not English must submit a certificate of English proficiency such as TOEIC score 700 or above, or other equivalent English test results.
 - (6) Applicants must participate in all course activities unless unavoidable reasons, such as health problems, proscribe participation.
 - (7) Applicants may not receive financial support from any other organization.
 - (8) Applicants must fulfill other requirements stipulated by the Secretariat.

6. Selection of Support Recipients

- (1) HCU shall first select “HIROSHIMA and PEACE” course participants based on the submitted documents described in 11-(2)-i.
- (2) The Secretariat shall then, based on the year’s budget for the Youth Exchange for Peace Support Programs, extend offers of financial support to those people whose applications performed best in HCU’s application screening process.

7. Support Details

- (1) Expenses Covered by the Secretariat

The Secretariat shall cover the expenses stated in *i* to *v* below.

- i. Travel Expenses
Expenses from a major international airport located in the region of the

applicant's member city to Hiroshima City, except in cases where a participant has, for personal reasons, changed their travel route or itinerary from the one the Secretariat suggested.

ii. Accommodations and Daily Allowance

Accommodations and a daily allowance based on relevant Hiroshima City Ordinances according to the length of a recipient's travel. Maximum amounts are stated below. Participants shall bear any costs which exceed these amounts:

Accommodations/night: 8,700 yen

Breakfast/day: 700 yen

Lunch/day: 1,100 yen

Dinner/day: 1,500 yen

Other Expenses (transportation in Hiroshima, etc.)/day: 1,100 yen

Notes:

**Accommodations will generally be homestays. The accommodations allowance will only be provided when a host family is not secured.*

**When meals are served as part of the support program (e.g. at the Welcome Reception), the allowance for that meal of the day shall not be provided.*

**The length of travel shall be the period stated in 3 above plus the number of days necessary for travel between a major international airport near the applicant's member city and Hiroshima City.*

iii. Insurance Premiums

Expenses for insurance premiums to cover support recipients' accidents and illness.

iv. HCU Tuition Fees

v. Course Textbook Expenses

(2) Expenses Participants Must Bear

Participants must bear other expenses than those stated in 7-(1) above.

(3) Receipt of Support

The Secretariat shall book an airfare ticket and provide a participant with an e-ticket. The rest of expenses in 7-(1)-i and ii above shall, in general, be provided to participants in Japanese yen. As for 7-(1)-iii, the Secretariat shall collectively contract with an insurance company. The Secretariat shall also make payments of

7-(1)-iv and v to HCU.

(4) Notes

If participants would like to change their travel route or extend their itinerary for personal reasons, such as to visit other cities before or after the support program period, the Secretariat shall not bear the expenses for the changed route or extended itinerary. Please also note that the date, time and other conditions of the e-ticket provided by the Secretariat cannot be changed.

8. Support Program Contents

(1) HCU's "HIROSHIMA and PEACE" Course

Please refer to the website below:

(Outline) <https://www.hiroshima-cu.ac.jp/Hiroshima-and-Peace/index.htm>

(Schedule) <http://www.hiroshima-cu.ac.jp/Hiroshima-and-Peace/scdl.htm>

(2) Activities Related to the Youth Exchange for Peace Support Program

Activities are led by the Secretariat and include a briefing on the activities of Mayors for Peace, a meeting between support recipients and the Secretariat, and others.

9. Report

Successful support applicants must submit a report after the conclusion of HCU's "HIROSHMA and PEACE" course to the member city in which they live, study or work and to the Secretariat. This report must include information about what the participant learned through this program, their own plans for peace activities, and concrete proposals for Mayors for Peace activities for nuclear weapons abolition.

10. Responsibility of Successful Applicants' Member Cities

Member cities of successful applicants shall consider implementing project(s) based on the ideas their participant suggests in their report (see **9.** above) in order to facilitate the nuclear abolition goal of Mayors for Peace.

11. Application Details

(1) Application Deadline

Thursday, April 14th, 2016, by 3pm in Japan Standard Time (UTC+9)

(2) Required Application Documents

Please note that submitted documents will be used by HCU and the Secretariat to select and support the participants.

- i. The following materials must be completed by the youth applicant, then submitted by their member city in two separate attachments to the Secretariat for HCU's consideration:
 - A 2016 "HIROSHIMA and PEACE" course application
 - A Statement of Purpose (one, A4-sized page which includes a brief self-introduction and short essay on why the applicant wants to participate in this course)
- ii. The following form for the Youth Exchange for Peace Support Program must be completed by the applicant's member city and submitted to the Secretariat:
 - Form 1: 'Application Form for the Youth Exchange for Peace: Support Program for "HIROSHIMA and PEACE"'

(3) How to Apply

Member cities with support program hopefuls shall submit all the documents described in 11-(2)-*i.* and *ii.* via email attachment to the Secretariat.

(4) Send Application Materials to:

mayorcon@pcf.city.hiroshima.jp

12. Contact

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