

**Outline of the Subsidy Grant Project for Supporting the Creation of Package Tours**  
**in Fukushima Prefecture in Fiscal Year 2023**  
**(Fukushima Prefecture's Inbound Tourism Promotion Project)**

**Article 1: Purpose**

The Fukushima Prefecture Tourism and Local Products Association (hereafter referred to as "the Association") will grant, within the limits of the budget, financial aid to travel agencies and land operators (hereinafter referred to as "travel agency") to cover part of the expense of developing package tours that include overnight stays in Fukushima Prefecture, as specified in this Outline. Subsidies are provided with the intention of revitalizing the local community by increasing the number of foreigners visiting Fukushima from overseas.

**Article 2: Eligibility and Subsidy Amount**

- (1) Subsidies shall be granted to a travel agency that conducts business specified in Column 1 of the Appended Table. The amount of subsidy shall be in accordance with Column 2 of the Appended Table. However, under special circumstances, application through a proxy shall be accepted (refer to Article 6).
- (2) Only travel products meeting the following requirements shall be eligible to receive subsidies:
  - a. Tour products targeted at foreign tourists overseas (non-Japanese nationals residing outside of Japan), which are promoted overseas and include visiting tourist attractions and staying overnight at Fukushima prefecture.
  - b. Tour products with measures in place to prevent infection, in order to ensure the safety and security of foreign visitors during their stay.
  - c. Tour products that are not subsidized, nor will become subsidized, by the national government or local governments.
- (3) The travel period applicable for the subsidy shall be from April 1, 2023 to February 29, 2024. The application period shall be from May 1, 2023 to February 19, 2024.

**Article 3: Forms and Documents for Application**

Applications shall be only be accepted for travel products confirmed to take place and scheduled to occur within 40 to 10 days from the date of receipt of the application. The application form shall be submitted to the Association by e-mail along with the documents specified below. Applications for travel products scheduled to be carried out between April 1, 2023 and May 10, 2023 shall be accepted as long as they are submitted by May 15, 2023.

- (1) Form No. 1: Application Form for the Subsidy Grant Project for Supporting the Creation of Package Tours (Fukushima Prefecture's Inbound Tourism Promotion Project)
- (2) Form No. 2: Package Tour Details and Information
- (3) Tour Itinerary
- (4) A document used to advertise the tour with details of the offering:

- ① *For agent-organized tours:* A copy of the advertising medium related to the tour (in which the name of the travel agency and the cost of the tour are specified)
- ② *For order-made tours:* A copy of the tour proposal submitted to the customer (an itinerary alone will not be accepted), or a brochure or other advertising material used to take internal tour applications within the customer's organization. The name of the travel agency must be specified in the document.

(5) Subsidy Grant Project for Supporting the Creation of Package Tours (Fukushima Prefecture's Inbound Tourism Promotion Project) Applicant Information Sheet

(6) A copy of the business cards of a company representative and a person in charge of the application

(7) A copy of the passbook corresponding to the bank account which is to receive the subsidy amount (or the online banking information for said account)

#### **Article 4: Request for Application Changes**

In case of an increase on the amount specified or if the travel product becomes cancelled after the grant amount has been decided and notified, then the documents listed below shall be promptly submitted by email to the Association. In the case the actual amount is less than the amount specified during the application, it is not required to submit a Request for Application Changes.

- (1) Form No. 3: Request for Approval of Change (Cancellation) of the Subsidy Grant Amount (Fukushima Prefecture's Inbound Tourism Promotion Project)
- (2) Form No. 2: Package Tour Details and Information ※To be submitted in case there is an increase in the grant amount (at the time of Change/Cancellation)
- (3) Documents showing the details of the change ※To be submitted in case there is an increase in the grant amount.

#### **Article 5: Package Tour Report and Request for the Transfer of Subsidies**

Upon completion of the package tour, the travel agency shall submit the following documents by e-mail within 14 days from the date of completion of the tour or by March 4, 2024, whichever is earlier. In addition, the original stamped accommodation certificate issued by the accommodation provider must be submitted to the association promptly. For budget managing purposes, items (3) and (4) listed below must be submitted to the association promptly after the completion of each tour.

- (1) Form No. 4: Report on the Results of Travel Product Creation Support Project and Invoice
- (2) Form No. 2: Package Tour Details and Information (At the time of Report Submission)
- (3) Final Itinerary
- (4) Final Tour Participant List (A list detailing the arrangement of rooms at accommodation facilities is acceptable)
- (5) The original accommodation certificate (in Japanese: 宿泊証明書) issued by and bearing a stamp of the accommodation provider, or a copy of the accommodation receipt (a receipt showing accommodation details) ※ Either of the documents must clearly state the number of guests. Documents without the stamp of the accommodation provider will not be accepted.

(6) In case of having used a bus operator within Fukushima prefecture: A charter bus acceptance form (貸切バス運送引受書 in Japanese) issued by the bus operator, or a copy of the receipt.

#### **Article 6: Applying through an Appointed Representative**

When an application is to be filed by an appointed representative, the travel agency must submit the Power of Attorney form (Form No. 6) to the Association and obtain approval.

#### **Article 7: Payment of Subsidies**

When a subsidy grant application has been accepted as having met the necessary requirements following a close examination of the Package Tour Report, the Association shall, without delay, make a payment of the subsidy amount.

#### **Article 8: Return of Subsidies**

When an organization that has been granted subsidies is found to have made false entries in any submitted documents, the Association may withdraw the grant and force the travel agency to reimburse all or part of the paid amount.

#### **Article 9: Maintaining of Accounting Books**

The party that has been granted subsidies must maintain accounting books and other documents that record the status of income and expenditures of subsidies and store them for a 5-year period beginning on at the start of the fiscal year following the fiscal year in which the relevant package tour is completed.

#### **Addendum**

This Outline shall enter into force on April 1, 2023.

Package Tours Eligible for Receiving a Subsidy		Amount of Subsidy	Maximum Subsidy Amount*
Standard Grant	<p><b><u>Package Tours Visiting Fukushima Prefecture (agent-organized tours or order-made tours) fulfilling each of the conditions below.</u></b></p> <p>Basic Requirements for Package Tours:</p> <ul style="list-style-type: none"> <li>-2 nights (or more) stay at an accommodation facility in Fukushima Prefecture.</li> <li>-Visits to 5 or more tourist destinations in Fukushima Prefecture.</li> <li>-10 or more tour participants (non-Japanese nationals visiting from overseas)</li> </ul>	5,000 JPY per tour participant to assist in the creation of package tours which fulfill the basic requirements.	Up to 13,000 JPY subsidy per tour participant  Maximum 1,300,000 JPY per tour (up to 100 participants)
	<p><b><u>Additional Grant 1: Bus Service Additions</u></b></p> <p>Requirements:</p> <ul style="list-style-type: none"> <li>-Tours using bus operators with headquarters or sales offices in Fukushima Prefecture.</li> </ul>	Additional 5,000 JPY per tour participant.	
Additional Grants	<p><b><u>Additional Grant 2: Package Tours Spending at least 1 Night in Fukushima Prefecture's Hamadori region</u></b></p> <p>Requirements:</p> <p>Package tours including at least one overnight stay in one of the 13 municipalities included within the Hamadori region: Soma City, Minamisoma City, Shinchi Town, Tomioka Town, Naraha Town, Futaba Town, Okuma Town, Hirono Town, Iitate Village, Kawauchi Village, Katsurao Village, Iwaki City.</p>	Additional 3,000 JPY per tour participant. (Even if more than 1 night is spent in the Hamadori region, the amount to be received from Additional Grant 2 is capped at 3,000 JPY per tour participant.)	

**Definitions:**

- Agent-organized tours are package tours organized by travel agencies which are advertised to prospective customers via brochures and websites.
- Order-made tours are package tours organized and proposed by travel agencies at the request of customers.

**Please Note:**

- Destination-based tours (such as tours that can be booked from within Japan) shall not be eligible for this subsidy.
- Subsidies will be paid within the scope of the budget. The maximum amount of subsidy per company is 10,000,000 yen.
- Tours that make use of Fukushima Airport's charter flights to and from Taiwan, Thailand and Vietnam are not eligible for this subsidy.
- Crew members including tour conductors, tour guides, and tour leaders are not to be included within the number of tour participants and are not eligible for subsidies.
- Tour participants who are not charged for accommodation are not eligible for subsidies.
- Participants must be non-Japanese. Those who join from within Japan or who join only one part of the tour are not eligible.