



- An application is assessed according to the guidelines described below, so it is important you read them before completing your application.
- Please direct enquires to your Supervisor or contact the Tri-Faculty Research Office.
- Submit your application by email to tri-faculty-research@csu.edu.au

GUIDELINES

ELIGIBILITY

To be eligible to apply for funding, applicants must:

- Be currently enrolled in a HDR program at Charles Sturt and have not yet been approved for graduation.
- Be making satisfactory progress in their candidature.

EXPENSES FUNDED

Costs must be related to the completion of a thesis, including, but not limited to, the following:

- Purchase of consumables, equipment, software and/or data
- Translate, transcribe qualitative interview or focus group data, entry of survey / interview / quantitative data
- Costs associated with attending professional development activities and conference registration
- Engaging a professional copy editor

INELIGIBLE EXPENSES

- Portable IT assets such as, computers, iPads, cameras.
- Tuition Fees offset, stipend support, consultancy fees.
- Printing of thesis, photo copying, stationery
- Manuscript processing charges including open-access fees. For further information contact Tri-Faculty-Research@csu.edu.au for Open Access Scheme details.

FUNDING AMOUNTS AND TERMS OF APPLICATION

- Quote or Invoice needs to be addressed to Charles Sturt University and must be provided with your application.
- Candidates who are not in receipt of an Australian Government Research Training Program (AGRTP) or other scholarship or who have access to project funds will be prioritised.
- Candidates who do have access to operating funds through their scholarship or through project funds will need to demonstrate that their existing funds are not sufficient to complete their proposed research.
- A maximum of **\$1500** can be awarded, a detailed budget and appropriate evidence must be submitted as part of the application i.e. invoice/quote addressed to Charles Sturt University must be submitted as part of the application.
- Each candidate can be awarded up to one (1) HDR support grant per calendar year.
- A statement of support from the applicant's principal supervisor must be included as part of the application.
- **Funds must be finalised by 1 December 2023 – funds cannot be carried over to 2024** and must be spent on costs directly associated with the HDR research project.

CLOSING DATE 14 April 2023

1) Candidate details

Name	
Student ID	
Email	
Course	
School	
Scholarship recipient	Yes No

2) Please provide details and include the timeline of planned expenditure below, funds must be processed prior to 1 December 2023.

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3) Total funds requested and budget (maximum \$1500):

Provide documentation for each expenditure item, such as supplier quotation.

Note: *You will need to provide a quote or invoice for each expenditure item:*

<i>Description</i>	<i>Amount</i>
<i>Total</i>	\$

4) Are you receiving any additional funding towards this activity (e.g. from a School or Centre)? If YES, how much and who is providing the additional funding?

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5) If this additional funding is not sufficient, please justify why:

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6) Supervisor statement of support – Supervisor to explain why funds are not sufficient:

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7) What additional outputs/outcomes will be achieved through this funding, in addition to what would normally be expected? (e.g. publication in a journal listed in the ERA).

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8) Brief summary of progress to date:

Eg. data collected, completed chapters, etc. For applications for Professional Editing, include proposed thesis submission date.

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Principal Supervisor Recommendation			
Supervisor comments			
Name			
Signature		Date	
Applicant			
By submitting this application, I confirm I have read the Funding Guidelines and conditions of grants under this program, including relevant Charles Sturt policies, and certify that to the best of my knowledge the information provided in this form is correct and discloses a full and accurate picture.			
Signature		Date	

