UWA Supplementary Travel Grants
Call for Applications

(Ref: F110)
The Supplementary Travel Grants for New Academic Staff is a scheme which provides funds to academic staff recently appointed at Levels A or B who are presenting a paper at a national conference within Australia but outside Western Australia - or an Australian Society conference. The objective of the Scheme is to increase the participation of academic staff from The University of Western Australia in Australian conferences.

1. **Eligibility**

1.1. All academic staff currently appointed (at time of application) at Level A and Level B who first took up a continuous appointment* in the University on or after 1 July 1999 are eligible. Women are particularly encouraged to apply for the scheme.

1.2. Applicants are not eligible to hold a supplementary Travel Grant for New Academic Staff in more than two successive years.

1.3. Applicants are not eligible to hold more than one supplementary Travel Grant for New Academic Staff in a calendar year.

2. **Selection Process**

2.1. Selection criteria include the following:
   - academic contribution of the applicant to the proposed conference paper;
   - academic significance of the conference;
   - value of attendance by the applicant to their school

2.2. Applications addressing each of the selection criteria in 2.1 above should be forwarded to the Administrative Officer (Grants) in Research Services.

2.3. Applications will be assessed by the Pro Vice-Chancellor (Research and Innovation).

3. **Conditions of the Scheme**

3.1. Applications must be submitted at least two months prior to the conference.

3.2. The grants must be used to fund travel and/or accommodation in conjunction with an academic conference held in Australia and outside Western Australia, (or at an Australian Society conference) where the applicant will present a paper.

3.3. Preference will be given to oral presentations but poster presentations will be considered.
3.4. Preference will be given to applicants who have not previously attended an Australian conference and who have not previously held a Supplementary Travel Grant for New Academic Staff.

3.5. A one page summary outlining how the conference met the goals stated in the selection criteria in 2.1. must be forwarded to the Research Committee within three months of completion of travel.

**Application Process**

Applications may be submitted at any time throughout the year but must be at least two months prior to the conference.

Applicants should complete the Application Form and attach the following:
- A brief description of the conference
- A brief outline of the paper to be presented
- A letter of support from the Head of School, counter-signed by the Dean, as to the value of the attendance at the conference in regard to the research and teaching in the School.
A single copy of the application form and attachments must be submitted to Chester Cutinha, Administrative Officer (Grants), Research Grants and Finance Office.

* Continuous appointment includes staff on fixed term contracts, but does not include staff on casual contracts.

**Closing Date:** Open