

HDR Research Support Fund

The purpose of the HDR Research Support Fund is to complement the Monash Postgraduate Travel Grant Scheme (MPTGS) by providing sufficient additional funding to enable an HDR student to attend up to one international conference or several national conferences during his or her candidature (and for some other purposes). Funding under the MPTGS is limited to \$1,175 per candidature. Funding under the Faculty HDR Research Support Fund is limited to \$2,000 per candidature. Eligible applicants do not have a right or entitlement to this maximum amount. Funding is discretionary and will depend on the contribution of travel to the applicant's research.

This scheme recognises the importance for equitable sharing of support funds among HDR students on a needs basis. It also recognises the importance for HDR students to be exposed to a wide range of expertise in the area of their research through attendance at conferences that are relevant to their theses. HDR candidates have the opportunity to apply for funds for the purposes set out in the schedule and in accordance with the following criteria.

The Faculty HDR Research Support Fund will be administered by the Research Committee or its nominee who will make decisions on applications for funds in its discretion but with regard both to the following general guidelines and to the Faculty annual HDR research support budget.

SUPPORT FROM THE CANDIDATE'S MAIN SUPERVISOR IS ESSENTIAL.

Eligible Candidates

Course	Full Time	Part Time
PhD	<p>Candidates whose candidature is confirmed by Monash Research Graduate School are eligible.</p> <p>Candidates whose candidature is extended beyond 4 years from the date of commencement are not eligible.</p>	<p>Candidates whose candidature is confirmed by Monash Research Graduate School are eligible.</p> <p>Candidates whose candidature is extended beyond 8 years from the date of commencement are not eligible.</p>
SJD	<p>Candidates who have presented their thesis outline to a review panel and received confirmation from Monash Research Graduate School to commence the research component are eligible.</p> <p>Candidates whose candidature is extended beyond 3 years from the date of confirmation to commence the research component are not eligible.</p>	<p>Candidates who have presented their thesis outline to a review panel and received confirmation from Monash Research Graduate School to commence the research component are eligible.</p> <p>Candidates whose candidature is extended beyond 6 years from the date of confirmation to commence the research component are not eligible.</p>
MPhil	<p>Candidates whose candidature is confirmed by Monash Research Graduate School are eligible.</p> <p>Candidates whose candidature is extended beyond 2 years from the date of commencement are not eligible.</p>	<p>Candidates whose candidature is confirmed by Monash Research Graduate School are eligible.</p> <p>Candidates whose candidature is extended beyond 4 years from the date of commencement are not eligible.</p>
LLM (research)	<p>Candidates whose candidature is confirmed by the Faculty are eligible.</p> <p>Candidates whose candidature is extended beyond 2 years from the date of commencement are not eligible.</p>	<p>Candidates whose candidature is confirmed by the Faculty are eligible.</p> <p>Candidates whose candidature is extended beyond 4 years from the date of commencement are not eligible.</p>

Staff not eligible

HDR candidates who are staff members of either the Law Faculty or other Faculties within Monash University or other tertiary institutions are not eligible. Candidates in the latter category are advised to seek funding from their home institution.

Evidence that is essential to the research project

Applicants must demonstrate that they have reached a stage in their studies where they may obtain the best advantage from the opportunity provided by the grant. Strong support from their supervisors will also be required.

Candidates whose project involves empirical research must obtain approval from the University Human Research Ethics Committee before funding for data collection can be released.

Applications for travel funds for presentation of papers at a local or international conference or for data collection / field trips

Candidates who intend to present a paper at a local or international conference or who need to travel interstate or overseas to collect data must apply for funding from the Monash Postgraduate Travel Grant Scheme in the first instance. The Faculty will contribute additional funds as necessary for successful applicants. This is subject to the maximum value for each location (see Table 1).

The Faculty may also contribute towards conference registration fees up to \$250 and accommodation up to \$100 a night for the duration of the conference.

Funding for the cost of accommodation for field trips/data collection, in addition to airfares, is limited to a maximum of A\$600 for an overseas trip and A\$300 for a trip within Australia. These are the maximum amounts payable to any candidate for the duration of their candidature.

Students whose home country or main residence is overseas and have to return to that country for data collection/field trip will not normally be funded for the cost of accommodation.

Guidelines and application form for the Monash Postgraduate Travel Grants are available at <http://www.mrgs.monash.edu.au/scholarships/grants/>

Applications for travel funds for attendance at a local conference

Under special circumstances only where the HDR candidates are unable to meet the criteria for the Monash Postgraduate Travel Grant, or are unsuccessful in their application for that grant, they can apply for funding support from the Faculty HDR Research Support Fund. However this scheme is not intended to fund the full cost of travel and it is limited to travel within Australia. Funding may cover the cost of airfares subject to the maximum value set out in Table 1 below.

If the Research Committee or its nominee so determines in the exercise of its discretion, the Faculty may also contribute funding towards registration fees up to \$250 and accommodation up to \$100 a night for the duration of the conference.

International travel will be funded only if the candidate has successfully applied for the Monash Postgraduate Travel Grant.

In the event that a candidate transfers from one higher degree to another, the funding level will be determined by the Research Committee on a case by case basis. It is expected that a candidate would not attend more than one conference per year, but the Research Committee will consider applications for more than one trip in a year if this has the strong support of the candidate's supervisor.

Table 1 : Maximum Value of Travel Fund

Zone	Conference or Study Location	Maximum Faculty funding \$	Maximum central Grant \$
1	Adelaide, Canberra, Hobart, Newcastle, Sydney	80	100
2	Gold Coast, Brisbane	120	150
3	Cairns, Darwin, Perth, Townsville	200	250
4	Auckland, Christchurch, Wellington	240	300
5	HongKong, Manila, Taipei, Bangkok, Jakarta, Kuala Lumpur (MUM), Singapore, Shanghai, Tokyo	460	575
5b	India	640	800
5c	Iraq, Kuwait, Kyrgyzstan	880	1100
6	Africa (MSA), Frankfurt, London, Los Angeles, New York, Paris, Rome, San Francisco, Toronto, Zurich	940	1175

(*) This amount is funded by the Monash Postgraduate Travel Grant scheme and it will cover the cost of airfare.

Closing Date

Applications can be lodged any time during the year with the Faculty HDR Co-ordinator except applications for travel funds which must be lodged at least 4 weeks prior to departure.

Applications will be considered by the Research Committee or its nominee. Successful applicants will be notified by the HDR Co-ordinator.

Condition of Claims

Claims will be processed by the Faculty through the University Corporate Finance Division upon presentation of supporting documentation, i.e. tax invoice if expenses are incurred in Australia. A tax invoice must contain the Australia Business Number of the supplier, including the amount of GST. If expenses are incurred overseas, the receipt must contain the value of local currency. If payment is made by students via credit card, a copy of the credit card statement showing that transaction is required.

Payment to candidates will be by cheque which will be issued by the University Corporate Finance Division and sent to the candidate's nominated address on the claim form.

The approval will lapse if funds are not claimed by 15 December in the year funding is allocated, unless the candidate has obtained prior approval for a carry forward of funds. Carry forward of funds to the following year is not automatic.

Schedule

CATEGORY	ITEM	TO BE FUNDED	NOTES
Consumables	Business card	NO	Some candidates may need these as an introduction when undertaking research. The Faculty can organise for the cards to be printed at the candidate's own expenses. The current cost is \$85 for 250 cards.
	stationery	YES	Candidates are entitled to receive a starter pack of stationery at the commencement of their candidature. All other stationery costs are to be borne by the candidates.
Equipment	Computer hardware, software, tape recorder, video recorder, cassette tapes, etc.	NO	Students undertaking empirical research which will involve interviewing participants can borrow the recording machine and transcribing kit from the Faculty.
Publication	Purchase of books related to thesis.	YES	Candidates can request the purchase of publications that are necessary for their research. The HDR research support fund will provide funds to the Law Library for approved purchases. Those publications will remain the property of the University, but can be borrowed from the library on terms that are appropriate for the circumstances.
Travel	- Attending conference - Data collection	YES	Priority will be given to eligible candidates who have demonstrated good progress and evidence of research publication output. International travel will be funded only for candidates who have successfully applied for the Monash Postgraduate Travel Grant. Maximum value applies.
	Accommodation for external candidates who present their work during the HDR Reporting Seminar	YES	The Faculty will assist in the cost of accommodation at Mannix College for up to three nights. This funding does not apply to the normal annual residency visit and only applies if the faculty requests the candidate to attend the seminar at a time that does not coincide with that annual residency visit. It is anticipated that candidates will normally combine any reporting presentation with their annual residency visit.
Printing	Photocopy of Questionnaire for students undertaking empirical research	YES	Limited number applies. The printing can be done via the Monash Print Services. The project must be approval by the University Human Ethics Committee in the first instance.
Postage	Cost of postage involving sending the questionnaire	YES	Limited number applies. The project must be approval by the University Human Ethics Committee in the first instance. Reply paid mail must be sent to the Faculty only.

Other	Any other permissible research related expenditure which will make a direct and significant contribution to the successful completion of the thesis.	yes	Expenditure must be approved in advance by both the supervisor and HDR Convenor. Strong justification is required. Total expenditure will not exceed \$1,000 during the course of candidature. Expenditure on other items such as travel during candidature will be considered in approving any application and determining the amount to be approved.
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