China Studies Centre (CSC) Research Grant Scheme Short-term Visitor (Outgoing) Facilitation Grant Guidelines

The CSC will cover some of the costs associated with academic staff being hosted by another institution (domestic or international) in order to build institutional relationships which strengthen the study of China at the University of Sydney. Applicants must submit a copy of the invitation letter from their proposed host institution along with their application. The funding can be used towards agreed expenses as outlined in the application such as airfares, accommodation and meals (NB: per diems will not be funded).

Grants of up to $5,000 may be awarded for a single application. Preference will be given to applications from, or involving, early career researchers as well as applications which demonstrate that funds requested are matched or exceeded by a third party, which may be internal or external to the University of Sydney. (NB: Evidence of matching funds must be submitted with your application.)

Eligibility and Conditions
Applicants may only submit one application to this scheme per calendar year. Recipients of funding must:

- present outcomes of their research with their host institution in a CSC monthly seminar;
- provide a completion report within three calendar months of the visit;
- submit a copy of reports they have submitted to the CSC if they have previously been the recipient of CSC funding;
- provide a financial report from the University’s Planning and Reporting finance system outlining expenditure of awarded funds.

The CSC must be referenced in any events occurring in association with, or any publications resulting from, the visit. The recipient of funding must also provide content for the CSC website as well as a blog post relevant to the visit and engage with the media (if applicable).

Criteria for Award
The applications will be assessed by the CSC Research Committee using the following criteria:

- submission of an invitation letter from host institution;
- expected outcomes resulting from the visit;
- content of the plan of the visit;
- applicant’s demonstrated service to the CSC.

It should be noted that preference will be given to applications:

- with a preferred partner of the University;
- submitted by early career researchers;
- that demonstrate that the visit is receiving funds from a third party which match or exceed the amount requested;
- demonstrate a cross-disciplinary element.
Budget & Stipulations
A funding contribution of up to $5,000 can be requested for travel and/or accommodation costs provided.

An indicative length of stay for visitors working on collaborative projects is one month, or long enough to make a meaningful contribution.

Please provide quotations for flights and other expenses with your application.

Funding can be requested for travel costs and accommodation. The following items cannot be funded by the CSC Research Grant Short-term Visitor (Outgoing) Facilitation Grant:

- items of recurrent funding (continuing positions, PhD scholarships);
- equipment;
- offshore payments or reimbursements for anyone not employed or formally associated with the University of Sydney;
- per diem allowances (including meals, laundry, telephone cards and other incidental expenses);
- more than AUD$50 per day for meals;
- extravagant accommodation;
- lavish entertainment.

The CSC Research Committee reserves the right to specify how the awarded funding may be used and to query amounts of funding requested. We suggest that you supply supporting evidence to justify the figures requested.

Submission
Applications can be submitted at any time to chinastudies.centre@sydney.edu.au. Applications are considered twice per annum, generally within one month of the start of each semester, except as otherwise announced. Please visit the CSC Research page for exact dates.

Those unsuccessful in initial rounds can reapply, though they may wish to consider revising their applications in light of feedback issued by the committee.

For further information, please contact CSC at chinastudies.centre@sydney.edu.au or +61 2 9114 0837.