

GUIDELINES TO THE SYDNEY COLLEGE OF THE ARTS VISITING RESEARCH FELLOWSHIP SCHEME

The Visiting Research Fellowship is a highly competitive scheme that provides professional artists, scholars and curators with access to facilities for the development and/or presentation of research and artistic works. The college provides studio facilities on a daily basis to artists, scholars and curators in exchange for their meaningful contribution to the academic program through specialised workshops, tutorials and lectures.

Up to two Fellowships are awarded each year.

Fellows will be provided with the use of a studio; accommodation in the College Apartment; gallery exhibition with formal opening, printed invitation and in-kind marketing support; up to AUD500 contribution to artist-incurred exhibition preparation expenses; and travel assistance – up to AUD3000 for overseas visitors, up to AUD1000 for Australia-based visitors. No additional funding is provided with the Fellowship.

Preparing an Application

The application form is available from the web at:

http://sydney.edu.au/sca/research/programs/visiting_research_fellowship.shtml

Applicants are required to:

1. Make contact with the academic staff member at SCA (Host Collaborator) who will support the application. You can find a list of current academic staff members at SCA here: <http://sydney.edu.au/sca/about/staff/academic.shtml>. If your application is successful, this person will be your point of institutional contact during the fellowship. *Applicants must carry out this initial step before completing the application form.*

2. Complete the application form and include requested attachments. Attachments should be clearly typed on single sided A4 pages, using 12-point font size with at least a 2cm margin on each side. An outline of the proposed visit should include:
 - (a) 100 word synopsis of the current research activities of the applicant as they relate to the proposed project;
 - (b) Proposed research and other collaborative activities at SCA including aims and significance, and suitability of the research environment at SCA. Applicants with an existing research collaboration with SCA must details how the proposed research is new and different from existing collaboration; and
 - (c) Specific benefits to SCA arising from the visit including alignment with existing or developing research strengths within SCA, training and transfer of skills and expertise, and dissemination of new knowledge to SCA staff and students. Statements that indicate the applicant will merely continue their existing research in a different location will not be favourably regarded. **NOTE:** this section is usually the key point of differentiation between successful and unsuccessful applications.

This section should be no more than 3 pages including bibliographic references.

Additional pages will not be considered by the selection committee.

The Proposed Timing and Duration of Visit are indicative only and will be confirmed when the offer is accepted. Residencies are normally for one month but varying terms may be considered. When proposing the timing and duration of the visit please bear in mind the SCA semester dates for 2013:

Semester 1	
Lectures begin	Monday 4 March
Easter recess	Friday 5 April to Friday 12 April inclusive
Lectures end	Friday 7 June
Examinations begin	Monday 17 June
Semester ends	Saturday 29 June

Semester 2	
Lectures begin	Monday 29 July
Mid/semester recess	Monday 30 September to Friday 4 October inclusive
Lectures end	Friday 1 November
Examinations begin	Monday 11 November
Semester ends	Saturday 23 November



Assessment and Selection

The SCA Research Committee, chaired by the Associate Dean, Research, will assess applications.

Conditions of Award

The Fellowship is awarded under the following conditions:

1. The duration of the Fellowship shall be up to four weeks agreed to between the Fellow and SCA;
2. SCA will provide on-campus accommodation and studio access for the duration of the Fellowship;
3. At the conclusion of the Fellowship SCA will host an exhibition in an SCA gallery with opening and print invitations;
4. The value of the Fellowship shall be no greater than AUD3500 for applicants based outside Australia and no greater than AUD1500 for applicants based within Australia and may comprise:
 - a. Return economy class airfare to Sydney to a value up to AUD3000 (applicants outside Australia) or AUD1000 (applicants within Australia). Fares for dependants, visa charges, medical insurance and removal expenses, will not be provided. Claims for travel expenses will normally be paid on production of an invoice or a receipt from a travel agency;
 - b. AUD500 towards the cost of artist-incurred exhibition preparation expenses; and
 - c. Access to SCA library and other relevant infrastructure.No additional funding is provided.
5. Appointments must be completed during Semester 1 or Semester 2 of the application year;
6. Visiting fellows are required to engage and participate in lectures, workshops, seminars or similar activities of the SCA;
7. The Fellow agrees to comply with all lawful directions of the University of Sydney, all laws and professional standards applicable to the Fellow's engagement, including laws in relation to health and safety, the University's Code of Conduct, Code of Conduct for Responsible Research Practice and policies on Discrimination and Harassment, Public Comment and Information and Communication Technology as varied or replaced by the University from time to time to the extent that such policies apply to holders of Honorary titles;
8. The University presently asserts and will continue to assert intellectual property rights as defined in accordance with the *University of Sydney (Intellectual Property) Rule 2002* <http://www.usyd.edu.au/policy/> as amended or replaced from time to time; and
9. The timeframe for selection is indicative only although the SCA will use reasonable endeavours to notify applicants of outcomes in time to enable travel to commence within the period stated above. Visa arrangements are the responsibility of the visiting Fellow. SCA reserves the right to call for and accept additional applications at any stage during the selection process.