The China Studies Centre (CSC) will administer a small research grants scheme in 2018 to support certain research activities of the Centre’s members. Members who are academics holding continuing positions, or otherwise qualify for funding as specified below, may apply for, in some instances, up to $10,000 funding to support activities related to or in mainland China, Taiwan, Hong Kong and Macau.

- Preference will be given to applications from, or involving, early career researchers.
- Preference will be given to applications where the applicant can show that the funds requested are matched or exceeded by funding from an additional source, which may be internal or external to the University of Sydney.
- Funding cannot be expended on payments for research or salary for persons not employed by the University of Sydney.
- Multidisciplinary research proposals are particularly welcome. The Centre focuses on support for this area, and preference will be given to applications with a strong cross-disciplinary focus.
- It is a condition of the grants that successful recipients contribute to the CSC through a seminar, op-ed, article or other piece of work for the CSC after the conclusion of their project. Recipients must also formally acknowledge the support received from the CSC in presentations and whatever final publications or activities arise from their supported activity.
- Activities for which applications are made must be concluded within 12 months of receiving funding.

CATEGORIES OF GRANTS:

**CSC Conference Facilitation Grants** are available to a qualified CSC member who is presenting at an academic conference in Australia or elsewhere in the world, provided the member is either presenting on a China-related topic, or presenting (on any topic) at an academic conference based in Greater China. The aim of the funding is to support academic members’ mobility within their domestic and global academic community. Recipients must demonstrate that they have identified themselves as members of the CSC at the international and/or domestic conferences they attend. It should be noted that the CSC will only fund one conference per application. Funding is limited to costs associated with attendance at the conference, including travel, conference fees, accommodation for the duration of the conference only and a small allowance for meals (up to AUD $50 per day).

**CSC Short-term Visitor (Incoming) Facilitation Grants** are intended to cover some of the costs associated with hosting a short-term visit to the University by an academic from another institution (domestic or international) with a view to building institutional relationships that strengthen the study of China. Links with the preferred partners as outlined in the University’s policies in relation to its engagement with China are welcome, but not mandatory. The funding can be used towards agreed expenses as outlined in the application such as airfares, train fares, accommodation and meals (NB: per diems will not be funded). The CSC must be given appropriate attribution at any events or in any publicity which occur in association with the visit. There is also an expectation that the visitor or host will provide content for the CSC website relevant to the visit, and engage with the media, identifying themselves as a CSC-supported visitor.

**CSC Short-term Visitor (Outgoing) Facilitation Grants** are intended to cover some (but not all) of the costs associated with a member of University of Sydney academic
staff being hosted for a short-term visit by another institution (domestic or international) with a view to building institutional relationships that strengthen the study of China. Links with the preferred partners as outlined in the University’s policies in relation to its engagement with China are welcome, but not mandatory. 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, train fares, accommodation and meals (NB: per diems will not be funded). The CSC must be given appropriate attribution at any events or in any publicity which occur in association with the visit. There is also an expectation that the recipient will provide content for the CSC website relevant to the visit, and engage with the media, identifying themselves as a CSC-supported visitor. This funding is for short-term visits only (generally not exceeding one month) and cannot be used to fund activities under a Special Studies Program (SSP) or longer visits.

**CSC Seed Funding Grants** will provide CSC academic members with seed funding for research. These grants can be used to facilitate short field trips to Greater China. Applicants must submit a research proposal outlining the theme, the budget needed, and the expected research output. Applications must show a clear connection between the proposed activity and the application for future funding and grants. 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). Upon completion, grant recipients are expected to present one seminar in Sydney on the research conducted, and complete a research outcomes report. They are also required to acknowledge the support of the Centre in their research.

**CSC Publishing Support Grants** will provide funding which will enable academics who have had material accepted for publication to apply for publication assistance. Funding may be used to assist with all procedural aspects of publication, including, but not limited to, assistance with translation, indices and editing. Applicants will need to demonstrate in the application to the Research Committee that their work has been accepted for publication. The CSC must be given appropriate attribution at any events or in any publicity which occur in association with the publication as well as within the publication itself. There is also an expectation that the recipient will provide content for the CSC’s website regarding the publication.

**CSC Graduate Research Students Support Grants** will contribute to activities for Graduate Research Students at the University of Sydney, whose research is about China or takes place in China. An example is costs associated with attendance at a major conference by a graduate research student. The grants aim to integrate, not to replace, other forms of funding available through different sources and will not cover fieldwork costs. Students currently enrolled and up to date with their milestones may apply for individual or collective activities they wish to organise at the University. The goal of such activities should be building a multidisciplinary intellectual community and be of interest to the largest possible community of graduate students within the University.

**SUBMISSION**

Applications can be made by completing the relevant CSC research grants application form and emailed to chinastudies.centre@sydney.edu.au together with all supporting documents. Please combine all documents into one file. All applications will be passed on to the CSC Research Committee for adjudication after the applications deadline. Applications will be considered twice per annum, generally within one month of the start of each semester. Please visit the CSC Research page for exact dates.

**REQUIREMENTS**
The CSC requires research grants applicants to provide evidence of the following (not applicable to ‘Graduate Research Students Support Grants’ category):

- that he or she is an academic member of the CSC and holds a continuing salaried position or a position which will continue for 12 months after the receipt of funding
- where relevant, that he or she has used his or her best efforts to obtain or has obtained matching funding from an additional source (evidence such as offer letters will be required)
- that he or she has previously made a contribution to the CSC (e.g. participated in CSC activities, represented CSC in the media etc.)
- that he or she has provided a completion report to the CSC resulting from previous CSC funding provided to the applicant

Budgets, particularly when seeking larger amounts of funding, must clearly justify why a particular amount is sought. Supporting evidence, such as quotations for accommodation and airfares, must be provided with the application. Airfares must be economy class in accordance with University policy; the cost of accommodation should be reasonable and appropriate.

Applicants should note that the CSC does not offer a general research funding scheme. All funding schemes are for the specific purposes as set out in the guidelines and application form. Applicants must ensure that they apply in the correct category and that their application makes clear that it fits within the guidelines of the scheme. Applicants should also note the following:

- applicants may only submit one application per calendar year with the exception of ‘Graduate Research Students Support Grants’ where the applicants may submit one application per funding round (applications for Centre in China conference funding are not included in this restriction)
- applications must be submitted by the applicant requesting funding, with the exception of ‘Short-term Visitor (Incoming) Facilitation Grants’ where the applicants should be the hosts
- where funding is requested for a project involving a number of different academics, only one application for funding should be made in a calendar year - the CSC will not fund more than one application relating to a particular project
- applicants cannot apply for a per diem
- the CSC will only contribute up to $50 a day towards meals
- estimates for hotels outside of Sydney should be reasonable and based on hotels of an acceptable but not extravagant standard
- estimates for hotels in Sydney should include allowance for the University discount offered by certain hotels around the University, details of which can be found here
- applicants who cannot currently satisfy the criteria (for example, if they are waiting for acceptance of a paper or a publishing contract) should apply in the next round of funding
- the CSC will not fund offshore payments for anyone not employed by, or formally associated with, the University of Sydney
- applicants should apply for funding from the CSC within the time frame and in accordance with the guidelines of the CSC Research Grants scheme.
- an applicant who has previously received funding is ineligible to apply for further funding until a completion report in respect of the initial funding has been submitted to the CSC.
- applications received after the deadline will not be considered

For further information, please refer to category-specific guidelines or contact China Studies Centre at chinastudies.centre@sydney.edu.au or (02) 911 40837.
CATEGORY-SPECIFIC GUIDELINES

CSC Conference Facilitation Grants

The CSC offers conference support to academic members presenting a paper on

a) a China-related topic at a reputable local or international academic conference, workshop or seminar or;

b) any topic relevant to the objectives of the China Studies Centre at a reputable conference, workshop or seminar in mainland China, Taiwan, Hong Kong or Macau.

Grants of up to $5,000 may be awarded for a single application.

**Eligibility and conditions:**

Applicants must:

- prove that they are a member of the CSC (excluding members of the CSC Research Committee) and hold a continuing salaried position that continues until at least 12 months after the date of conference for which they are applying for funding to attend. Academics on recurring annual research contracts will need to provide a letter of intent of employment signed by the head of their academic unit, indicating that they expect the applicant will continue to be employed until at least 12 months after the date of conference for which they are applying for funding;
- plan to give a paper (individual or co-authored) on (a) a China-related topic at a reputable local or international conference, workshop or seminar or (b) any topic relevant to the objectives of the China Studies Centre at a reputable conference, workshop or seminar in mainland China, Taiwan, Hong Kong or Macau;
- provide an invitation letter or evidence that the paper has been accepted by the event organisers, not merely submitted;
- present their paper at a CSC monthly seminar, if so requested;
- provide a completion report within three calendar months of attending the conference;
- provide evidence of attendance at the conference as a representative of the CSC;
- 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 showing expenditure of awarded funds.

**Criteria for Award**

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

- quality of paper abstract
- quality of conference, workshop or seminar
- demonstrated service to the CSC.

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

- are submitted by early career researchers
- demonstrate that the project is receiving funds that match or exceed the amount requested (application needs to be accompanied by documentary evidence)
- demonstrate a multidisciplinary element.

China Studies Centre 2018 1st Round Research Grants Guidelines
Budget & Stipulations

Funding can only be requested for costs associated with travel, accommodation and conference registration for a single conference. The following items cannot be funded by the CSC Conference Facilitation Grants:

- per diem allowances (including meals, laundry, telephone cards and other incidental expenses)
- equipment
- more than one conference per application
- side trips or any other costs not associated with the one conference the applicant has been funded to attend
- extravagant accommodation and/or transfers
- more than AUD$50 per day for meals
- offshore payments for anyone not employed or formally associated with the University of Sydney
- applications for conferences at which their paper has not yet been accepted. In such instances, applicants can apply for funding retrospectively in the following round.

The CSC Research Committee reserves the right to specify how the awarded funding may be used and to query amounts of funding requested. Applicants are strongly encouraged to provide supporting evidence to justify the figures requested.

CSC Short-term Visitor (Incoming) Facilitation Grants

The CSC will cover some (but not all) of the costs associated with hosting an academic or expert from another institution (domestic or international) with the view to building institutional relationships which strengthen the study of China and/or are with the University’s preferred partners. The visitor will be expected to give a presentation at the University (which should be co-sponsored by the CSC) or to collaborate on a research project with a CSC member. Applications must be made in relation to a specific named visitor, or visitors (if more than one). Applications which refer generally to delegates from particular institutions without details of each individual visitor will not be considered.

Grants of up to $10,000 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 additional source/s, which may be internal or external to the University of Sydney. (NB: Applicants must submit evidence of matching funds with their application.)

Eligibility and conditions:

A short-term visitor nominee must be a scholar who is, or will be, actively collaborating with an academic member of the CSC and/or will give a presentation at the University of Sydney during his/her visit. The visitor must:

- be nominated by an academic member of the CSC and
- give a presentation at a CSC monthly seminar (if appropriate).

The host of the short-term visitor must:

- prove that he/she is a member of the CSC (excluding members of the CSC Research Committee) and holds a continuing salaried position which will continue for 12 months after the receipt of funding
- provide a copy of reports they have submitted to the CSC if they have previously been the recipient of CSC funding.
• present a report on the collaborative research with the visitor and a presentation at a CSC monthly seminar, if so requested
• provide a completion report within three calendar months of the visit
• 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 the visit. There is also an expectation that the visitor or host will provide content for the CSC website relevant to the visit, as well as engagement with the media, if applicable.

Criteria for Award

The applications will be assessed by the CSC Research Committee using the following criteria:
• reputation of the proposed visiting scholar and his/her work through submission of profile and CV
• relevance of the project and/or presentation to CSC objectives
• quality of the plan of the visit and/or subject of presentation
• applicant’s demonstrated service to the CSC

It should be noted that preference will be given to applications:
• submitted by, or involving, early career researchers
• which demonstrate that the visit will be of benefit to members in more than one of the CSC’s clusters
• which demonstrate that the visit is receiving funds from a third party which matches or exceeds the amount requested
• demonstrate a multidisciplinary element.

Budget & Stipulations

A funding contribution of up to $10,000 can be requested for travel and/or accommodation costs. An indicative length of stay for visitors working on collaborative projects is one month, or long enough to make a meaningful contribution.

Applicants must submit quotations for flights and other expenses with their application.

Funding can be requested for travel costs, accommodation and conference registration. The following items cannot be funded by the CSC Short-term Visitor (Incoming) Facilitation Grant:
• items of recurrent funding (continuing positions, PhD scholarships)
• equipment
• offshore payments
• per diem allowances (including laundry, telephone cards and other incidental expenses)
• more than AUD$50 per day for each visitor’s meals
• extravagant accommodation (it is suggested that hosts take advantage of the discounts offered to the University through preferred suppliers)
• entertainment

The CSC Research Committee reserves the right to specify how the awarded funding may be used and to query amounts of funding requested. Applicants are strongly encouraged to provide supporting evidence to justify the figures requested.

CSC Short-term Visitor (Outgoing) Facilitation Grants

The CSC will cover some (but not all) 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). The visit will generally not exceed one month.

Grants of up to $10,000 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 additional source/s, which may be internal or external to the University of Sydney. (NB: Applicants must submit evidence of matching funds with their application.)

**Eligibility and conditions:**

A recipient of funding must:

- prove that he/she is a member of the CSC (excluding members of the CSC Research Committee) and hold a continuing salaried position or a position which will continue for 12 months after the receipt of funding
- present outcomes of the research conducted at the 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 showing expenditure of awarded funds (supplemented by an explanation and receipts where a significant amount of the expenditure was in cash).

**Criteria for Award**

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

- submission of an invitation letter or similar documentation 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 an additional source which matches or exceeds the amount requested
- demonstrate a multidisciplinary element.

**Budget & Stipulations**

A funding contribution of up to $10,000 can be requested for travel and/or accommodation costs. An indicative length of stay for visitors working on collaborative projects is one month. CSC funding cannot be used to supplement or substitute for SSP funding or expenses during a period of leave from the University.

Applicants are requested to provide quotations for flights and other expenses with their application.

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

- items of recurrent funding (continuing positions, PhD scholarships)
equipment

• offshore payments for anyone not employed or formally associated with the University of Sydney
• per diem allowances (including laundry, telephone cards and other incidental expenses)
• more than AUD$50 per day for meals
• extravagant accommodation
• entertainment.

The CSC Research Committee reserves the right to specify how the awarded funding may be used and to query amounts of funding requested. Applicants are strongly encouraged to provide supporting evidence to justify the figures requested.

CSC Seed Funding Grants

In order to generate further research related to Greater China, the CSC will provide seed funding to its members. Seed funding may be used to facilitate short field research trips to mainland China, Taiwan, Hong Kong or Macau. The aim of this program is to provide members with the opportunity to initiate research projects for which they will apply for further funding from sources external to the University of Sydney, e.g. ARC, or from collaborative arrangements.

Applicants should note that this is NOT a grant for general research funding. Applicants must demonstrate a clear connection between the proposed activity and the application for future funding and grants.

Grants of up to $10,000 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 additional source/s, which may be internal or external to the University of Sydney. (NB: Applicants must submit evidence of matching funds with their application.)

Eligibility and conditions:

Applicants must submit a research proposal outlining the theme, the budget needed and the expected research output. The funding can be used towards agreed expenses, such as airfares, accommodation and meals, as outlined in the application (NB: per diems will not be funded). Upon completion, grant recipients are expected to present one seminar at the University of Sydney on the research conducted, and complete a research outcomes report. They are also required to acknowledge the support of the CSC in their research.

An applicant must:

• be a member of the CSC (excluding members of the CSC Research Committee) and hold a continuing salaried position or a contract that continues until at least 12 months after the date of the project for which they are applying for funding. Academics on recurring annual research contracts will need to provide a letter of intent of employment signed by the head of their academic unit, indicating they expect the applicant will continue to be employed until at least 12 months after the completion of the project for which they are applying for funding
• provide a completion report within three calendar months of completion of the funded activity
• 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.
Criteria for Award

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

• submission of profile and CV
• demonstration of a clear connection between the proposed activity and the proposed application for future funding and grants
• content of a 12-month research plan describing the broader intellectual outcomes of the project and the specific outputs from its successful completion. The research plan must be specific in terms of planned publications and external grant applications, and include a timeline
• a plan for at least one public event, such as a lecture, seminar, symposium, or website with a clear public address
• the applicant’s demonstrated service to the CSC.

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

• submitted by, or involving, early career researchers
• which demonstrate that the project is receiving funds from additional source/s which matches or exceeds the amount requested
• demonstrate a multidisciplinary element.

Budget & Stipulations

A funding contribution of up to $10,000 can be requested for travel and/or accommodation costs, as well as necessary fieldwork costs in China or Australia to be clearly specified in the application.

Applicants are requested to provide indicative quotations for all expenses with their application.

Funding can be requested for travel costs, accommodation and necessary fieldwork expenses. The following items cannot be funded by the CSC Seed Funding Grant:

• items of recurrent funding (continuing positions, PhD scholarships)
• equipment
• offshore payments 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
• entertainment

The CSC Research Committee reserves the right to specify how the awarded funding may be used and to query amounts of funding requested. Applicants are strongly encouraged to provide supporting evidence to justify the figures requested.

CSC Publishing Support Grants

In order to increase the number of publications produced by the University of Sydney on topics related to mainland China, Taiwan, Hong Kong or Macau, the CSC is providing financial support for publication assistance for manuscripts on matters related to China or Chinese studies which have been accepted for publication. Funding can be used to assist with all procedural aspects of publication, including, but not limited to, assistance with translation, indices and editing.

Grants of up to $2,000 (or greater in exceptional circumstances) 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: Applicants must submit evidence of matching funds with their application.)

**Eligibility and conditions:**

Applicants must submit a summary of their manuscript outlining the theme, the budget needed, and details relevant to the publication of the manuscript. The funding can be used towards agreed expenses, such as translation, editing etc. Upon publication, grant recipients are expected to present one seminar at the University of Sydney on the topic of the publication and submit a completion report.

An applicant must:

- be a member of the CSC (excluding members of the CSC Research Committee) and hold a continuing salaried position or a contract that continues until at least 12 months after the date of the project for which they are applying for funding. Academics on recurring annual research contracts will need to provide a letter of intent of employment signed by the head of their academic unit, indicating they expect the applicant will continue to be employed until at least 12 months after the completion of the project for which they are applying for funding
- demonstrate that the completed manuscript has been accepted for publication
- provide a completion report within three calendar months of publication
- 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.

**Criteria for Award**

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

- submission of proof that the completed manuscript has been accepted for publication (NB: applications for publications which have not yet been accepted for publication, and applications relating to papers, books and book chapters which have been provisionally accepted by a publisher but not yet completed, will not be accepted. In such instances, applicants can apply for funding retrospectively in the following round.)
- a summary describing the broader intellectual outcomes of the publication and its connection to China or Chinese studies
- a timeline of the publication activities
- a plan for at least one public event, such as a lecture, seminar, symposium, or website with a clear public address associated with the publication
- the applicant’s demonstrated service to the CSC.

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

- submitted by early career researchers
- which demonstrate that the project is receiving funds which match or exceed the amount requested
- demonstrate a multidisciplinary element.

**Budget & Stipulations**

A funding contribution of up to $2,000 (or greater in exceptional circumstances) can be requested to assist with all procedural aspects of publication, including, but not limited to, assistance with translation, indices and editing.
Applicants are requested to provide indicative quotations for all expenses with their application.

Funding can be requested for procedural aspects of publication. The following items cannot be funded by the CSC Publishing Support 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)
- entertainment
- catering.

The CSC Research Committee reserves the right to specify how the awarded funding may be used and to query amounts of funding requested. Applicants are strongly encouraged to provide supporting evidence to justify the figures requested.

CSC Graduate Research Students Support Grants

With this scheme, the CSC wishes to support the activities of graduate research students at the University of Sydney, whose research is about China or takes place in China. An example is costs associated with attendance at a major conference by a graduate research student. The grant aims to integrate, not to replace, other forms of funding available through different sources. The grant may not be used for fieldwork in China or elsewhere. Students currently enrolled and up to date with their milestones may apply for individual or collective initiatives they wish to organise at the University. The goal of such activities should be the building of a multidisciplinary intellectual community and be of interest to the largest possible community of graduate students within the University.

Grants of up to $2,000 (or greater in exceptional circumstances) may be awarded for a single application. Preference will be given to applications which demonstrate that funds requested are matched or exceeded by additional source/s, which may be internal or external to the University of Sydney.

Eligibility and conditions:

Applicants may only submit one application to this scheme per funding round. Applicants must:

- be CSC student members
- provide evidence that the initiative is of interest to a broad multidisciplinary community within the University
- provide a completion report within three calendar months of the activity
- provide evidence of attendance at the conference and identification as a representative of the CSC (if applicable)
- 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 outlining expenditure of awarded funds including relevant invoices.

Criteria for Award

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

- significance and importance of the activity for a broad range of students whose
research is relevant to or concerning China
• quality and the acceptance of the abstracts when the applications are for attending conferences interstate or overseas

**Budget & Stipulations**

Funding can only be requested for costs associated with a single event or series of events (i.e. seminars). The following items **cannot** be funded by the CSC Graduate Research Students Support Grants:
• per diem allowances (including laundry, telephone cards and other incidental expenses)
• equipment
• extravagant accommodation
• entertainment.

The CSC Research Committee reserves the right to specify how the awarded funding may be used and to query amounts of funding requested. Applicants must provide supporting evidence to justify the figures requested.