SSEAC Conference Fund 2017 Guidelines

SSEAC offers conference support to scholars and currently enrolled PhD students presenting a paper on (a) a Southeast Asian topic at a quality international conference or (b) any topic at a conference in Southeast Asia.

SSEAC will provide up to eight grants to academics worth $2,000 each and up to five grants to PhD students worth between $1,000 and $500 depending on the conference location. PhD Students applying for a grant to attend a conference within Australia are eligible to receive up to $500, and up to $1,000 for a conference outside of Australia.

For the purposes of the grant, Southeast Asia is defined as Brunei, Cambodia, Indonesia, Laos, Malaysia, Myanmar, the Philippines, Singapore, Thailand, Timor-Leste and Vietnam.

Eligibility and Conditions
University of Sydney academics and PhD students may only receive one Conference Grant throughout their employment/candidature. Retrospective conferences are ineligible for funding.

Applicants must:
- Be a full academic member of SSEAC (excluding members of the SSEAC Grants Subcommittee) and hold a continuing position or a contract that continues until at least 30 June 2020. 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 30 June 2020
- OR, be a currently enrolled PhD student at the University of Sydney in their second full time year or equivalent and beyond. First year full time, or equivalent, PhD students are ineligible for this award
- Plan to give a paper (single or co-authored) on (a) a Southeast Asian topic at a quality international conference or (b) any topic at a conference in Southeast Asia
- Present their paper at a SSEAC event if requested
- Write a short report on the conference and provide evidence of attendance (conference program and boarding pass)

Criteria for Award
The following criteria will be taken into consideration by the SSEAC Grants Subcommittee when assessing the applications:
- Track record relative to opportunity
- Quality of paper abstract

All successful applicants must acknowledge funding from SSEAC during their conference presentation.
**Budget and Timeframe**
Funding can be requested for travel costs, accommodation and conference registration.

The SSEAC Grants Subcommittee reserves the right to specify how awards may be used. Funds will be accessible by December 2017 and must be spent by June 2019.

**All grant recipients will be required to submit a final report by June 2019.**

**Submission and Deadlines**
Applications should be submitted electronically to sseac@sydney.edu.au by 5pm Friday 22 September, 2017. We do not require paper copies of applications. Late submissions will not be considered.