SSEAC IN-COUNTRY LANGUAGE TRAINING INITIATIVE 2018 GUIDELINES

The purpose of the SSEAC In-Country Language Training Initiative is to subsidise course fees and accommodation for in-country language training (at least two weeks intensive). The program provides grants of $2,000 for use between 2018-20. Up to two grants will be awarded.

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

Applicants may only submit one expression of interest to the SSEAC In-country Language Training Initiative per funding round. All training provided through this program will be for participants with little or no previous background in the language. Previous recipients may not re-apply.

Applications must:

- Be submitted by full academic member(s) of SSEAC employed at the University of Sydney in a continuing position or a contract that continues until at least 30 June 2021. 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 2021
- OR, be general staff employed in a full-time or fractional position whose work requires them to know a Southeast Asian language
- Be for language training provided by a language school or certified trainer in a country where the target language is a main language spoken
- Indicate the language for which training is sought, the location and school where it will be undertaken and how the language training would benefit the applicant(s)

In cases where these requirements are not fully met, applicants will be ineligible to apply for any future financial support from SSEAC.

CRITERIA FOR AWARD

The following criteria will be taken into consideration by the SSEAC Grants Subcommittee when assessing the applications:

- How necessary is the language training to the applicants’ research or teaching?
- How suitable is the training provider to the purpose of learning the language?
- To what extent will the broader university community benefit from this individual learning the language?

BUDGET AND TIMEFRAME

The program provides grants of up to $2,000 for use in 2018-20. The SSEAC Grants Subcommittee reserves the right to specify how awards may be used. Funds will be accessible in December 2018 and must be spent by June 2020.

All grant recipients will be required to submit a final report by June 2020.
SUBMISSION AND DEADLINES

Submit an online application [https://www.surveymonkey.com/r/SSEACicl18](https://www.surveymonkey.com/r/SSEACicl18) by 5pm Friday 21 September 2018. Late submissions will not be considered.

A sample of the online Proposal form is available for download on the grants website. We suggest you work on your responses offline and copy and paste your answers once it is completed.