SSEAC CONFERENCE FUND 2019 GUIDELINES

SSEAC offers conference support to scholars 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 three grants to academics worth $2,000.

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 must be a member of SSEAC.
- Applicants must be fixed term or continuing staff employed by; or hold an honorary title at the University of Sydney and have no paid position at another institution.
- Honorary titles and fixed term contracts must be valid to the end of the grant period; otherwise the applicant must attach a letter of intent of employment signed by the head of their academic unit indicating they expect the applicant will continue to be employed or hold an honorary title until the end of the grant period.
- University of Sydney academics may only receive one Conference Grant throughout their employment.
- Retrospective conferences (i.e. before the fund is accessible) are ineligible for funding.
- Members of the SSEAC Grants Subcommittee are ineligible to apply.
- Applicants must 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.
- Successful applicants must present their paper in a SSEAC seminar if requested.
- Following the conference, successful awardees must write a short report on the conference and provide evidence of attendance (conference program and boarding pass)
- Successful awardees will be required to produce a blog post.
- Successful applicants must acknowledge funding from SSEAC during their conference presentation.

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

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 in November 2019 and must be spent by 30 June 2021.

All grant recipients will be required to submit a final report by 30 June 2021.

SUBMISSION AND DEADLINES

Submit an online application [https://www.surveymonkey.com/r/SSEACcon19](https://www.surveymonkey.com/r/SSEACcon19) by 5pm Friday 27 September. 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 complete.