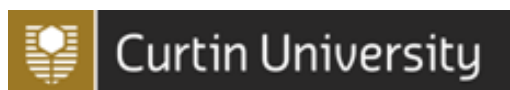


# Guidelines

## Research Engagement Grants



The Research Engagement Grant provides financial support to HDR students who are progressing satisfactorily. The grant supports the following engagement opportunities: Conference, Fieldwork or Mobility. These guidelines provide a comprehensive summary of how the grant aims to support research impact.

Please ensure you read the application eligibility criteria carefully prior to applying.

### 1. Benefit

| Grant Type          | Research students | Value                                |
|---------------------|-------------------|--------------------------------------|
| Research Engagement | PhD students      | \$2,500                              |
|                     | MPhil students    | \$1,500 (maximum across both grants) |

### 2. Eligibility

- 2.1.1 Applicants must be enrolled in a PhD or MPhil degree via an Australian Campus and residing in Australia.
- 2.1.2 Applicants must have successfully completed Milestone 1 and be on Good Standing.
- 2.1.3 Applicants enrolled prior to 1 July 2022, may access this grant up to the remaining funding amount that they would have been eligible for under the previous scheme. Applicants who have previously used all the funding provided under the past mobility program are not eligible for this grant.
- 2.1.4 MPhil students may claim up to \$1,500 in total across this Engagement Grant and the Dissemination Grant scheme. If the full \$1,500 is claimed in one scheme, the applicant cannot apply for the other. MPhil students may choose how much to apply for in each scheme, but collectively this amount cannot exceed \$1,500.
- 2.1.5 Applicants on conditional status, overtime or who have submitted their thesis for examination are not eligible to apply.

Applicants seeking the following will be prioritised:

- 2.1.6 Conference or seminar support (incl. registration) where the student is actively participating.
- 2.1.7 Fieldwork that is relevant to the research project and supported with evidence of confirmation or planned activities.
- 2.1.8 Mobility for RTP Internships<sup>1</sup> or active engagement with a recognised Research Centre, Higher Education Provider, Curtin campus or Industry partner.

### 3. Selection Criteria

Applicants will be assessed on the information provided in the application form and should provide tangible evidence of overall excellence as represented by the selection criteria below. Applications that do not demonstrate eligibility or meet the selection criteria will not be approved.

- **Submission plan**  
A summary of progress made to date and addressing any delays will be required. A detailed timeline for thesis submission is to be included, demonstrating that thesis submission will be made within 3.5 years.
- **Candidature length**  
Justification of delays in candidature.
- **Endorsement**  
Applications are to be supported by the supervisor, who is required to address any delays, and verify that the timeline for thesis submission is achievable and realistic.

<sup>1</sup>RTP Internships are for Doctoral students and the EOI must be signed in the first 18 months of load consumed. The Internship may be of various forms, but must be a total duration of 60 days with a recognised Research End User (organisation) during the enrolment period (see [RTP eligible guidelines](#)).

### 4 Applications

- 4.1 Each application must be made via the application form and any evidence supporting the application (e.g. timeline) should be attached (max. 2 pages).
- 4.2 The application is to be sent to [ROC.GRS@curtin.edu.au](mailto:ROC.GRS@curtin.edu.au).

### 5 Conditions of the Award

All applicants will be notified via email. Successful applicants must abide by the following conditions:

*Note, these conditions of award can be amended at the discretion of the Graduate Research School and are offered in accordance with funding availability.*

- 5.1 **Acceptance** Awardees must notify the Graduate Research School within 10 working days if they wish to accept or decline the Grant.
- 5.2 **Payment** Awardees must provide the Graduate Research School with payment details at the time of application.
- 5.3 **Compliance** International students on a student visa must abide by ESOS requirements. For advice, contact the Department of Immigration and Citizenship at <http://www.immi.gov.au/>.
- 5.4 If a student moves to Conditional Status e.g. delayed Milestone 2 after Grant approval, the Grant will only be supported under exceptional circumstances.
- 5.5 **Acknowledgements** Awardees should acknowledge in their thesis the support received from the Curtin University Research Engagement Grant.
- 5.6 **Research engagement conditions**
  - 5.6.1 Travel must comply with Curtin's Travel Procedures for Students. Notably, flights must be booked through a Curtin Travel Facilitator and travel approval must be obtained prior to the travel taking place. It is strongly suggested that travel is arranged at least 60 days prior to departure date.
  - 5.6.2 Retrospective applications will not be approved.
  - 5.6.3 Accommodation may be booked by a Curtin Travel Facilitator or may be booked by the student themselves.
  - 5.6.4 The Engagement Grant may be used for:
    - 5.6.4.1 Fieldwork and data collection. Where the fieldwork or data collection requires Ethics approval, this must be obtained prior to travel.
    - 5.6.4.2 Mobility. Travel for training/workshops i.e. specialised courses or training for specific data collection/ handling/analysis techniques where the course is considered by the supervisory team as beneficial to the student's research project.
    - 5.6.4.3 Mobility for RTP internship (see 2.1.7) applicants will be required to provide evidence of the internship agreement within the first 1.5 years EFTSL.
    - 5.6.4.4 Conferences.
- 5.7 **Exclusions**
  - 5.7.1 Not all research costs are supported by the Research Engagement Grant. Specifically, the grant is not intended for the following:
    - 5.7.1.1 Master's by Research students are not eligible for this grant.
    - 5.7.1.2 Applicants receiving a centrally supported (Research Office) living stipend scholarship as a support mechanism for the supervisor i.e. grant success, because equivalent support is available via the supervisor's grant.
    - 5.7.1.3 Costs relating to family travel and incidentals.
    - 5.7.1.4 Costs for travel related to supervisor meetings or to access Curtin's campuses or facilities.
    - 5.7.1.5 Professional association membership fees (unless this is included in a conference registration fee, or is purchased for the purpose of lowering the conference registration fee).
    - 5.7.1.6 Supervisor or mentor time.

### 6 Timeline

- 6.1 **Conference** participation should normally be undertaken and completed between the Milestone 2 and Milestone 3 due dates.
- 6.2 **Fieldwork** prior to the Milestone 2 may be supported if the activity is documented and approved in the Milestone 1 submission. All fieldwork activities must be completed by the Milestone 3 due date.
- 6.3 **Mobility Support**
  - 6.3.1 When seeking support for an RTP internship (see 2.1.7), applicants will be required to provide evidence of the internship agreement within the first 1.5 years EFTSL.
  - 6.3.2 All applications for mobility support should be submitted in advance (see 5.6.4.2 for details).