

**ECMS Dependant Travel Scheme Application Form**

## Introduction

The Faculty of Engineering, Computer and Mathematical Sciences has established a Dependant Travel Scheme (up to $3000 per instance) to support female and male staff and HDR students who have caring responsibilities to participate in a conference or to go on a research visit overseas or within Australia. Funding support may be made available to eligible staff or HDR students as a contribution to the travel costs of the dependant relative or of a carer, or to employ a carer at the conference location.

Executive Deans consider requests for the funding once the conference travel is approved in-principle. The number of awards available will be up to each Executive Dean to determine from their own budgets.

## Eligibility

Support from the Dependant Travel Scheme may be available to applicants who have primary caring responsibility for a young child/ren, or a dependant relative with special needs. Academic staff in a continuing position or a fixed-term contract (with a minimum of two years) and HDR students are eligible to apply for funding under the Scheme.

## Applications

Please email applications to ECMS Director of Gender Equity, Diversity and Inclusion (GEDI).

## Criteria for approval

Applications will be assessed on merit and with regard to available funding within the Faculty.

## Reporting requirements

The successful applicant must submit to ECMS Director of GEDI a brief statement of their contribution to the conference (if relevant) and benefits to the individual, the School and the Faculty within one-month of return. In accepting the award, the applicant also agrees to have the details of their award promoted in communication and marketing by the University.

## Name of applicant and current position:

*Title Given names Family name Position*

## Contact details:

*Phone number Email address*

## Name of Head of School:

**Conference / Research visit details**: (name, date, place)

**Justification for attendance at conference / Research visit** (<100 words)**:**

# Value and significance of conference / research visit within your discipline area;

1. Indicate how participation in the conference/workshop / research visit will enhance your research performance or provide other tangible benefits.

**What is your proposed participation at the conference / Research visit?** (<100 words) (e.g. presenting a paper or poster, title and if accepted by conference organising committee)**:**

**Please provide details of the proposed itemised accounts being requested?**

**Briefly explain the caring responsibilities which would otherwise limit your opportunity to participate in the conference / research visit** (e.g. what usual arrangements for care would be in place during the period) (<100 words)**:**

**How do you propose to spend funding if awarded?** (e.g. travel or accommodation for accompanying carer, childcare at place of conference)

# **Research performance:** Provide details of 3-5 recent research outcomes (eg. grant or publication) within the last five working years, including a concise statement to indicate the quality of each outcome.