

School of Music — HDR Research Support Grant Policy

The ANU Research School of the Humanities and the Arts (RSHA) offers a generous HDR Research Support Grant scheme towards the training of its HDR students. This policy outlines the way that the ANU School of Music (as a member of RSHA) distributes its Research Support Grant funds to HDR students. Please note that expenditure against this funding is always approved by the Head of School on an individual basis, and must be applied for using the following process:

School of Music Procedures for Applying Travel and Funding

HDR students need to follow the steps below to obtain the pre-approval for their travel and funding before completing the ANU Travel e-form:

1. Discuss your travel proposal with your supervisor to make sure that what is being proposed is indeed integral to your research.
2. Email the HDR Administrator outlining the purpose of the trip together with a budget for the trip (provide an itinerary, quotes on expenditure for such things as, flights, accommodation, conference registration fees, and etc.)
3. Obtain written support from your Chair of Panel and send via email to the HDR Administrator (som.admin.cass@anu.edu.au)
4. All milestones must be completed and up to date (if in doubt, check milestones are complete with the HDR Administrator) and the necessary Ethics Clearance obtained if required.
5. When steps 1-4 are completed and all documentation has been received, the Administrator will contact the HDR Convenor (hdrconvenor.som@anu.edu.au) for pre-approval. This approval will be based on the current balance of the applicant's research funding and confirmation that all relevant milestones have been completed.
6. Student will be advised of the outcome of pre-approval.
7. Students may now complete the Travel e-form online.

Funds available

Funds available are dependent on the nature of the research.

For students undertaking Ethnomusicology Higher Degree Research projects, a total of \$7000 may be applied for and allocated over the life of the project. This total includes expenditure for both fieldwork and conference travel.

For students undertaking Music Higher Degree Research projects, a total of \$5000 may be applied for and allocated over the life of the project. This total includes up to \$4000 fieldwork expenditure and up to \$1000 for conference travel.

It is expected that students should attend and present at one significant conference during the course of their candidature.

Both full-time and part-time HDR students are eligible to apply for maximum funding allocation over the life of the project.

Items not supported

Items **not** supported by the HDR Research Support program include: instrument tuition, workshops, equipment or other materials.

MPhil students

Master of Philosophy (MPhil) students are eligible to apply for half the above totals.

For MPhil students undertaking Ethnomusicology research projects, a total of \$3500 may be applied for and allocated over the life of the project. This total includes expenditure for both fieldwork and conference travel.

For MPhil students undertaking Music research projects, a total of \$2500 may be applied for and allocated over the life of the project. This total includes up to \$2000 fieldwork expenditure and up to \$500 for conference travel.

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