# Taylor & Francis

# HERDSA Conference Travel Grants

## GUIDELINES

### **BACKGROUND**

Taylor & Francis, the publishers of HERDSA’s journal Higher Education Research & Development (HERD) is a sponsor of the annual HERSDA conference. As part of that sponsorship, HERDSA is able to offer three travel grants of up to $500 per applicant to support HERDSA members attend the annual HERDSA conference. Awards will be payable in Australian Dollars and are to be used to support travel, accommodation or subsistence of the successful applicant.

### **ELIGIBILITY**

The travel grants are open to all current HERDSA members.

### **APPLICATION REQUIREMENTS**

Applicants for a travel grant must complete the Taylor and Frances HERDSA Conference Travel Grant Application Form.

Applicants must

* indicate that they are able to attend the full conference;
* have been accepted to present a paper at the HERDSA conference (including showcase presentations, posters, round tables, workshops or similar);
* be willing to make a contribution to HERDSA News or other HERDSA publication if asked;
* have had limited or no opportunities to attend similar conferences;
* be able to demonstrate financial hardship (e.g. student, geographical location, no institutional support or other personal circumstances); and
* have not received a HERDSA-related travel award previously.

A call for applications will be made by conference conveners via the conference website and through HERDSA Notices. Applications will close a week after conference conveners have released notices of acceptance of presentation and before the early bird conference registration discounts close. The due date will be publicized in conference communications.

Applications should be received by the HERDSA Office ([office@herdsa.org.au](mailto:office@herdsa.org.au)) by 5pm on the due date.

### **SELECTION PROCESS**

Applications will be assessed by a sub-committee of the HERDSA Executive. Applicants will be selected on the basis of demonstrated need and the quality of the application. Successful and unsuccessful applicants will be notified as soon as possible so that all applicants can take advantage of the early bird discounted rate.