

HERDSA
Higher Education Research and Development Society of Australasia Inc

HERDSA Grant Guidelines and Information

HERDSA offers grants to HERDSA members to fund research and/or development projects on teaching and learning in higher education that directly align to the mission of HERDSA (https://www.herdsa.org.au/about-herdsa).

Eligibility

- The grant lead applicant must have been a financial member of HERDSA for at least two consecutive years prior to applying for funding and remain a financial member for the duration of the project.
- Other members listed on the application (if any) must be current paid up financial members of HERDSA at the time the grant application is submitted and for the project duration.
- There has to be a three-year gap between involvements in a project funded under the HERDSA grants scheme. For example, member of a project funded in the 2025 round should only be involved again in a 2028 application (see the 'researcher development' section for exceptions).

Grant category Indigenous/First Nations

- Priority for one grant will be given to applicants identifying as Indigenous/First Nations (e.g., Aboriginal, Torres Strait Islander, Māori or Pacific Nations).
- Those applicants must be part of the research team (team leader or member). They must have a significant role in the project or there must be a clear researcher development focus.

Researcher development focus for project teams

- HERDSA welcomes if projects contain researcher development components for members of the project team.
- The project team can be composed of experienced and novice researchers. It should be stated who carries out which research tasks, and how less experienced team members will be mentored.
- A researcher who has benefitted from mentoring in one project can take part in subsequent projects prior to the three-year gap stipulated under 'Eligibility'. For example, a researcher being mentored in a project funded in 2025 can be part of a grant application in 2028 (the application should outline the relationship between the projects in terms of researcher development).

Grants funds guidelines

In general, grant funds may be used for

- Salaries, e.g., research assistants
- Project costs, e.g., transcriptions costs, compensation for research participants, statistics consultations
- Minor operation expenses, e.g., catering, administration, materials
- Travel and accommodation, e.g., for travel to project partners (provide justification why virtual communication is not sufficient).

In general, grant funds may not be used for

- Salaries of project team members
- Conference travel or registration
- Journal publication costs
- HERDSA membership fees
- Purchasing of equipment or technology (software purchase in not recommended but a justification may be considered).

The budget items need to align with the project plan and must be justified. Enough details must be provided to allow for the appropriateness of the costs (e.g., hourly rates for research assistants and overheads charged). Details of additional funding or in-kind support should be listed.

For cost that occur in Australia please state the GST component. For costs in other countries provide GST-inclusive figures. The total funds available per grant are AUD5000 plus the Australian GST components.

Grant project dissemination plans

- Project outcomes must be of direct relevance to HERDSA members and must be disseminated through HERDSA activities, e.g., branches, annual conference, and publications.
- Submissions to the HERDSA journals HERD and ASRHE are highly recommended.
- Outcomes can also be disseminated in other fora and publications provided that HERDSA is promoted and acknowledged as the funding provider.

Grant application process

- Grant applications should be made on the HERDSA Grant application form and submitted to the HERDSA office within the advertised timeframe (send to office@herdsa.org.au).

All questions related to the project application and submission should be directed to the HERDSA office (office@herdsa.org.au).