



THE AUSTRALIAN ACADEMY OF THE HUMANITIES HUMANITIES TRAVELLING FELLOWSHIPS - RULES OF THE AWARD -

1. Eligibility:

- a) Applicants must be residents of the Commonwealth of Australia.
- b) Applicants must be residing in Australia at the time of application.
- c) Applicants must be working in the Humanities, defined as those discipline areas for which the Academy is responsible: Archaeology; Asian Studies; Classical Studies; English; European Languages and Cultures; History; Linguistics; Philosophy, Religion and the History of Ideas; Cultural and Communication Studies; and The Arts.
- d) Interdisciplinary work is encouraged, provided it includes a substantial proportion of work in the Humanities, in the form of one or more of: scholarship within a Humanities disciplinary tradition; the use of Humanities disciplinary methodologies on non-Humanities subject matter; or a focus upon the usual concerns of a Humanities discipline, or a focus upon Humanities scholarship or activity as an object of enquiry, using methodologies of any discipline.
- e) Applications will be accepted from independent scholars as well as those working inside institutions.
- f) Applicants must be working on a project that requires work outside Australasia for its completion or significant advancement.
- g) Preference will be given to scholars in the earlier stages of their careers (i.e. within 5 years of the award of a relevant PhD or entry into professional scholarship in the Humanities) and those who are less well placed to receive funding from other sources.
- h) Applicants will need to demonstrate a desire to continue in an academic career, and be able to show evidence of progress towards this ambition in the form of at least 2 refereed journal publications or the equivalent.
- i) Fellows of the Academy, recipients of previous awards under this programme and its antecedents, and postgraduate students are all ineligible.
- j) All nominations submitted to the Secretariat will be assessed as to whether they are eligible for the award. In order to be eligible, nominations must meet all the requirements outlined in these Rules. Ineligible applications will not be considered by the Awards Committee.
- k) The Secretariat's decision upon the eligibility of an application shall be final.
- l) The Secretariat reserves the right, in its absolute discretion, not to accept incomplete or late applications.

m) The Academy will not accept responsibility for any misunderstanding arising from the failure by an applicant to comply with the requirements set out in these Rules, or arising from any ambiguity, discrepancy, inconsistency, error or omission contained in an application for the Humanities Travelling Fellowships.

2. Use of funds:

a) Funds are to be used to support outstanding research overseas (as determined by the Committee).

b) The Project must be of at least 2 weeks' duration.

c) A detailed description of the research objectives is to be included with the application.

d) Funds may be spent on any purpose deemed necessary by the recipient, in conjunction with the Committee, for the successful completion of the Project. This includes but is not limited to travel, accommodation, living and research expenses.

e) Fellowships are not available to attend conferences or to enrol in any course of study, although conference attendance incidental to research activity will not be penalised.

f) A draft budget of the proposed expenditure must be included with the application.

g) In the event that the Academy awards a sponsored Fellowship targeting a particular nation or region (such as the Ernst Keller European Travelling Fellowship or the Embassy of France in Australia Travelling Fellowship), the recipient is obliged to spend the majority of time away in the designated destination.

h) Including but not limited to those cases outlined in Rule 2 (g), significant variations to the research plan detailed in the application must be approved by the Academy. Where the research project needs to be postponed for reasons beyond the successful applicant's control, the Academy shall be advised promptly of the change of circumstances. Failure to do so may lead to the award being cancelled.

3. Level of funding:

a) Each Fellowship is valued at \$4,000 AUD.

b) Funds must be expended by the end of the calendar year following the date of the award.

c) Funds must be acquitted in Australian dollars.

d) The Academy reserves the right to recoup unexpended funds.

e) Funds will normally be made available directly to scholars on acceptance of the award. In the event that an institution is the nominated recipient of funds, a Fellowship will only be awarded on the condition that an administration charge is not levied by the institution.

4. Reporting to the Academy:

a) The Academy requires a concise written report on the research activity undertaken and the significance of the Academy's assistance to the overall research project, to be submitted in electronic format within 1 month of the recipient's return to Australia.

b) Reports shall include a brief acquittal budget showing all relevant

expenditures.

c) Recipients agree that these reports may be published on the Academy website (www.humanities.org.au) and may appear in whole or in extract or in other Academy publications.

d) Recipients must make suitable acknowledgement of the Academy's assistance in funding the research in any resulting publication.

5. Application procedure:

a) There is 1 application round for Humanities Travelling Fellowships each year.

b) Application forms are available from the Academy website

(www.humanities.org.au/grants/htf.htm) or from <grants@humanities.org.au>.

c) All sections of the application form must be filled out. Incomplete forms will not be accepted.

d) The closing date is 31 July of each year. Late applications will NOT be accepted.

e) The application should be emailed to <grants@humanities.org.au>. Hard copy submissions may be accepted on negotiation, however faxed applications are not acceptable.

f) A signed coversheet accepting the terms and conditions must be received before the Committee will consider applications. They should be posted to The Australian Academy of the Humanities, GPO Box 93, Canberra ACT 2601.

g) Supporting statements from two referees should arrive at the Academy no later than, but preferably 2 weeks before, the closing date. Hard copy and email references are preferred, although faxed references will be accepted with the prior approval of the Academy. Referees may be contacted for verification. Statements in a language other than English must be accompanied by a translation signed and stamped by a NAATI-accredited translator.

h) References must be organised by the applicant. As a courtesy, the Academy will attempt to contact the applicant if expected references have not arrived 1 week before the closing date, however the Academy will not contact referees on behalf of the applicant.

i) The Academy reserves the right to invite applications, which will be subject without favour to the same deadlines and competitive processes as unsolicited applications.

6. Committee:

a) Applications shall be considered by the Awards Committee ('the Committee'), or any other committee appointed by the Council of the Academy from time to time.

b) Projects will be assessed competitively for their rigour, their likely impact upon the applicant's career and their significance to the field of research.

c) The Academy Secretariat and its staff are not responsible for committee decisions and are not able to discuss the selection procedures.

d) Committee deliberations will remain confidential.

e) The Committee may, at its discretion, seek any advice it deems necessary for proper conduct of its decision from outside its body. Clause 6(c) still applies.

f) The Committee, in conjunction with the Council, with the advice of the Secretariat, will award only so many Humanities Travelling Fellowships in any year as are judged to be of merit: if there are no applications of sufficient quality,

then no Fellowships will be awarded.

g) The Committee, in conjunction with the Council, with the advice of the Secretariat and subject to available funding, may decide to award more than the number of Humanities Travelling Fellowships nominally available in any year if it decides that the number of outstanding applications warrants this unusual measure.

h) Decisions of the Committee are final and no correspondence will be entered into.

7. Reapplication:

a) The Academy will accept 1 resubmission of a previously unsuccessful application.

b) The reapplication must include a fresh research proposal and should take into account advice previously supplied by the Academy, if any.

c) 2 new statements of support must be supplied to the Academy.

d) Reapplication referees do not necessarily need to be the same as in the first application.

e) All other rules in the above clauses still apply.

f) If unsuccessful a second time, the same project will not be considered by the Academy in the future. However, unsuccessful applicants may apply again for funding for different projects, as defined by the Committee.

8. Notification:

a) All successful applicants will be notified initially by telephone or email.

b) A written Notification of Award will then be forwarded, which recipients must acknowledge before payment will be made.

c) Any instructions and/or advice contained in the Notification of Award are deemed to form part of these rules.

d) All unsuccessful applicants will be advised by letter.

e) As the Secretariat will not issue application progress reports, applicants are requested to await the correspondence mentioned in this section and to resist contacting the Academy.

For more information, please contact the Australian Academy of the Humanities:

E-mail: grants@humanities.org.au

Tel: (02) 6125 8950 **Fax:** (02) 6248 6287

Website: www.humanities.org.au