**HDR ANCILLARY FUNDING APPLICATION**

Version date: 17 April 2025

This form is to be used by Higher Degree by Research (HDR) students applying for funds to cover ancillary costs related to their research. Please do not apply for ancillary research costs through the University Grants Scheme.

Retrospective applications will not normally be considered.

**Type of Grant**

Which grant are you applying for? Tick one of the following.

|  |  |
| --- | --- |
| [ ]  | Small software or resource grant (up to $250) |
| [ ]  | Resource grant ($250 - $500) |
| [ ]  | All other grants (Over $500) |

**Applicant details**

|  |  |
| --- | --- |
| Name |       |
| Student ID |       |
| Degree |       |
| Research Project  |       |
| Research Project Confirmation  | [ ]  Confirmed [ ]  Not Confirmed |
| Expected Course Completion Date |       |

**Purpose of Grant Application**

Tick one or more of the following:

|  |  |
| --- | --- |
| [ ]  | The conduct of library or archival research or of fieldwork |
| [ ]  | Purchase of specialized research materials such as books, manuscripts or primary source documents (e.g., for foreign language sources) |
| [ ]  | Subscription to digital collections not available through the University Libraries (please discuss with a librarian first) |
| [ ]  | Subscription or purchase of software or cloud services (e.g., survey software)  |
| [ ]  | Purchase of essential, research-specific equipment  |
| [ ]  | Editing of a thesis by a professional editor prior to submission  |
| [ ]  | Conference registration and attendance  |
| [ ]  | Interstate travel costs related to the Doctor of Professional Practice |
| [ ]  | Another purpose as indicated and justified clearly by the applicant  |

**Explanation for the research application**

|  |
| --- |
| **Outline and justification** |
| Please provide a brief justification/description for the application in relation to your candidacy and research project (maximum 200 words)/  |
|       |

**Costs**

Please provide the details of each item of cost:

|  |  |  |
| --- | --- | --- |
| Items |       |       |
|       |       |
|       |       |
|       |       |
| Total financial support sought | AUD$       |

Please provide invoices or quotes as appropriate.

Have you applied for or been successful in a research grant application for any or all of the items included on this form? Yes [ ]  No [ ]

**Endorsement**

Required for all amounts over $250 fund applications. Complete relevant fields:

|  |  |
| --- | --- |
| Principal Supervisor Name |       |
| Principal Supervisor Signature |       | Date |       |
| College Research Coordinator Name |       |
| College Research Coordinator Signature |       | Date |       |
| College Research Coordinator Remarks (if any) |       |
| DPP Director Name |       |
| DPP Director Signature |       | Date |       |
| DPP Director Remarks (if any) |       |
| College Librarian (if relevant)  |       |
| College Librarian Signature |       | Date |       |

**Submission**

Please email the completed form to – sgr-support@divinity.edu.au