



## **BAUME HDR TRAVEL GRANT**

### **CONDITIONS OF AWARD**

#### **1. INTRODUCTION**

Each year the National Centre for Epidemiology and Population Health (“NCEPH”), within the ANU College of Health and Medicine, may offer an Award known as the Baume HDR Travel Grant (“the Award”).

The objective of the Award is to assist the successful NCEPH recipient/s with travel to a national or international conference, in pursuit of their academic goals.

Funding for this Award has been provided by an endowment made in 2001 to the Australian National University’s Endowment for Excellence, by Emeritus Professor Peter Baume AO, Chancellor of the University.

Peter became the ninth Chancellor of the ANU in 1994, bringing to the role qualities which have typified a career dedicated to community service – integrity, fair-mindedness and outstanding commitment. The endowment recognises Peter’s keen interest in population health and the importance of providing students with the opportunity to further develop their skills and experience.

#### **2. BENEFITS**

The value of the Award will be stated in the letter of offer. The Award will be paid in a single instalment, within four weeks of award, unless otherwise stated in the letter of offer.

The recipient is responsible for making payment of all tuition and/or administrative fees by the prescribed date as set by the University each session. Recipients of this Award are responsible for the cost of books, study materials, accommodation and all other costs of study.

#### **3. ELIGIBILITY**

The Award will be available each year to a continuing HDR Candidate who:

- (a) is a domestic or international HDR Candidate; and
- (b) is enrolled in a program of study at NCEPH for the degree of Doctor of Philosophy or Master of Philosophy; and
- (c) has not previously received the Award.

Only in exceptional circumstances is a successful HDR Candidate eligible to apply again, for example, if the previously successful HDR Candidate’s original awarded trip was forgone, or if no other applications are deemed eligible in the current round.

#### **4. APPLICATION**

The Chair of the NCEPH Scholarships Committee shall call for applications. The closing date, and application instructions, will be advertised on the University scholarship webpage.

Application is by email to the Chair, NCEPH Scholarships Committee  
[scholarships.committee.nceph@anu.edu.au](mailto:scholarships.committee.nceph@anu.edu.au).

HDR Candidates should provide:

- A completed application form; and
- A 2-page (maximum) CV; and
- A one page (maximum) cover letter outlining the proposed activity for which funding is sought, including the proposed itinerary and costing.

## **5. SELECTION**

Selection will be made on the basis of academic merit, as well as the benefit of the proposed activity to the recipient, as well as NCEPH.

The Award will be offered to an HDR Candidate by the NCEPH Scholarships Committee. The Committee is chaired by an academic staff member of NCEPH, and will include at least two additional academic staff members of NCEPH.

The NCEPH Scholarships Committee reserves the right to make no Award if it considers there are no HDR Candidates of sufficient merit. The NCEPH Scholarships Committee may also vary the number of Awards and/or offer the Award at other times in exceptional circumstances or based on the standard of applications or HDR Candidates (where funds allow).

## **6. CONCURRENT HOLDING OF AWARDS**

A recipient of the Award is permitted to concurrently hold other scholarships, awards, grants and bursaries subject to the terms of the corresponding section in the Conditions of Award of the other scholarship/bursary/grant/award that they are holding.

## **7. DEFERMENT**

The Award must be used for travel within twelve months of receipt. If the recipient is unable to undertake the travel for which the Travel Grant was awarded, the Head, NCEPH has the discretion to approve that the funds awarded be:

- Held over, for up to twelve months, until an identical journey can be made in the future; or
- Held for use by the recipient for another, not necessarily identical, journey to be taken within twelve months of the Award being made; or
- Forgone, and possibly awarded to the next person on the reserve list, as recommended by the selection committee.

## **8. ONGOING ELIGIBILITY**

The recipient must undertake the activity for which the Award is granted. If the activity is not undertaken, the NCEPH has discretion to seek repayment of the Award. If there are circumstances beyond the control of the recipient that prevent the recipient from fulfilling this requirement, the NCEPH may allow the recipient to retain the Award.

## **9. CESSATION OF AWARD**

The Award ceases:

- (a) upon conclusion of the travel for which this Award was offered; or

- (b) if a recipient is no longer meeting or has breached the Conditions of Award; or
- (c) if a recipient breaches academic or behavioural standards set by the University under the Academic Misconduct & Discipline Rules; or
- (d) if the recipient fails to undertake or complete the travel; or
- (e) if the recipient withdraws from their HDR program, or visit, during the travel period.

#### **10. REPAYMENT OF FUNDS**

If an overpayment occurs due to one of the above scenarios the NCEPH Scholarships Committee will decide whether it is appropriate for the recipient to make a pro rata repayment of scholarship monies awarded.

If the intended activity for which funds were applied for is not successfully completed, or overpayment occurs as per section 9 of these Conditions of Award, the NCEPH Scholarships Committee will decide whether it is appropriate for the recipient to repay all or some of the Award.

The University reserves the right to recover funds if there is evidence the funds were not used for the approved activity.

#### **11. PROVIDING FALSE OR MISLEADING INFORMATION**

The offer of the Award is based on the information provided by the HDR Candidate to the University. An Award may be withdrawn at any stage if incorrect, false or misleading information is provided or relevant information is withheld. This includes circumstances where the false information is unrelated to the assessment in offering the Award.

#### **12. VARIATION TO CONDITIONS OF AWARD**

In exceptional circumstances, and on a case-by-case basis, these Conditions of Award may be varied by the Dean on the recommendation of the Chair of NCEPH Selection Committee.

#### **13. TAXATION & CENTRELINK**

Recipients are responsible for seeking taxation and Centrelink advice regarding their own individual circumstances. Scholarships/grants/awards may be regarded as taxable income if a recipient is enrolled on a part-time basis.

For information on how your Award may affect your Centrelink benefits, please refer to this website: <http://www.humanservices.gov.au/customer/enablers/income/>

#### **14. ACCOMMODATION**

It is the recipient's responsibility to obtain residential accommodation. Information on student accommodation and application forms are available from the University Accommodation Services. Information may be found on the Web at: <http://www.anu.edu.au/students/services/accommodation>

#### **15. PUBLICITY**

A recipient may be invited to participate in publicity for the Award from time to time, including an interview and photograph.

## **16. CONTACT WITH THE COLLEGE**

All enquiries regarding the Award and changes, issues, or further information after acceptance should be made to:

*National Centre for Epidemiology & Population Health  
Research School of Population Health  
ANU College of Health & Medicine  
Email: [scholarships.committee.nceph@anu.edu.au](mailto:scholarships.committee.nceph@anu.edu.au)*

## **17. NOTE**

A recipient of this Award is subject to *The Australian National University Act 1991* as amended, and to the Statutes, Rules, Policies and Procedures of ANU.

Receipt of this Award does not indicate any commitment by the University for conferral of the recipient's award, or of future employment.

## **18. IMPORTANT POLICIES, PROCEDURES, RULES & RESOURCES**

HDR legislation, policies and procedures

<https://www.anu.edu.au/students/program-administration/assessments-exams/hdr-policies-procedures>

Research Scholarship Information (including reimbursement and claim forms) -

<http://www.anu.edu.au/students/scholarships-support/research-scholarship-information>