

FBE-GRATS DETAILS

FBE-GRATS (FBE Graduate Research Abroad Travelling Scholarship) is a competitive travel funding scheme that supports the overseas research-related activities of our graduate researchers to enhance their researcher development.

The funding is competitively awarded and assessed on the strength and quality of the application. The amount of funding awarded, and the award of funding will depend on the quality and size of the application pool, the funding distribution from the University and availability of other funds.

The scheme is co-funded by the Faculty of Business and Economics and the University of Melbourne's Melbourne Abroad Travelling Scholarship funding provisions for Faculties.

Application Rounds for 2024	There are two rounds of FBE-GRATS per year. The dates for 2024 are as below. 1) Round 1 – Applications open 15 April 2024 and close on 14 May 2024. 2) Round 2 – Applications open 16 September 2024 and close on 15 October 2024.
Approximate Value	Between \$500 - \$2,000 per round (Note that the maximum amount an applicant can receive over their candidature from FBE-GRATS is \$4,000)
Area of Study	Any
Study Level	Graduate Research
Stage of Candidature	Candidature confirmed (Note that probationary candidates are not eligible to apply)
Purpose	Funding for overseas travel costs related to research activities, such as: <ul style="list-style-type: none"> • interviews; • experiments; • data collection; • overseas summer school attendance; • fieldwork; • conferences or other public presentations; and • visits to archives or library resources.

ELIGIBILITY

The below eligibility conditions apply:

- Your candidature must be [confirmed](#). Probationary candidates are not eligible to apply.
- You must have confirmed the funding from your Department. Note that your Department funding must be equal to or greater than the sum you are seeking from FBE-GRATS.
- You must have obtained your [ORCID ID](#).
- You must complete all requirements of the FBE-GRATS application process (see further details below) – including submitting a Study Away application; completing the FBE-GRATS budget tracker spreadsheet; and writing a research travel proposal/statement of purpose.

CONDITIONS OF THE GRANT

The below conditions and requirements apply:

- The maximum amount you can apply for in one round is \$2,000. The maximum amount an applicant can receive over their candidature from FBE-GRATS is \$4,000.
- Funding is for research-related activities or purposes taking place outside Australia. Online conferences/workshops are only eligible for FBE-GRATS funding where there are travel restrictions in place.
- Applicants must meet all requirements for Study Away as detailed on the University's [Graduate Research Hub Study Away page](#).
- Leave to Study Away must be submitted prior to applying for FBE-GRATS.
- Leave to Study Away must be fully processed and approved prior to departure from Melbourne.
- Funds must be spent within the year (12-month period) that they are awarded or handed back to the Faculty.
- Scholarship recipients are required to acknowledge their funding from this and all other scholarship schemes in any publication or presentation that is part of or resulting directly from the research activities or purpose of the travel. Some example acknowledgement statements include:
 - "This research is supported by an Australian Government Research Training Program (RTP) Scholarship." (this acknowledgement applies to RTP stipends and/or fee remission subsidies)
 - "This research is supported by a Melbourne Research Scholarship and a Faculty of Business and Economics Graduate Research Abroad Travelling Scholarship."
- Successful applicants who are unable to take up an award must inform the FBE Graduate Research Team as soon as possible after receiving notification of the award (via buseco-gradresearch@unimelb.edu.au).
- Successful applicants who need to change their dates of travel must inform the FBE Graduate Research Team as soon as possible (via buseco-gradresearch@unimelb.edu.au) – and submit a new Study Away form for the new period prior to travel commencement.
- Late applications will not be accepted and incomplete applications will not be assessed.
- Graduate Researchers can apply for retrospective funding from this scheme, but applications for retrospective Leave to Study Away are not permitted by the University.

APPLICATION PROCESS

Preparing for your application:

Before lodging an [online application](#) for FBE-GRATS, please make sure you have already:

- Confirmed the funding from your Department. Note that your Department funding must be equal to or greater than the sum you are seeking from FBE-GRATS.
- Submitted an application for [Study Away](#). Note that the University does not permit retrospective Leave to Study Away applications and unauthorised travel cannot be funded as student travel.
- Completed the FBE-GRATS budget tracker spreadsheet (which can be downloaded [here](#)), ready to upload to your online application.
- Written your research travel proposal/statement of purpose, ready to upload to your online application. This is a 200-300 word piece which covers the below points:
 - Describe the research-related activities or purpose of this trip:
 - If attending a conference or making a presentation, describe your paper or presentation, co-authors if any and the paper's relevance to your research area in plain language.
 - Provide details on the host organisation, conference, field site or research institution that you will be travelling to and their significance to your discipline and/or research.
 - If attending a course or participating in a Study Abroad program, state what you expect to learn and how this course will benefit or improve your thesis project.
 - Explain why this trip will enhance your professional development as a researcher.
 - If the purpose is directly connected to your thesis, explain what this connection is and what impact

this trip will have.

- Describe your thesis research project in plain language.
- Address what [skills](#) you expect to develop, practice or capitalise on this trip.

Submitting your application:

Once the above has been prepared and you are ready to submit your application, complete all sections of the FBE-GRATS [online application form](#). There are six sections of this form - which must all be completed in order to be considered:

- 1) Applicant details;
- 2) Travel details;
- 3) Study Away details (requires you to have already completed your online Study Away application);
- 4) Grant funding details (requires you to upload your completed FBE-GRATS budget spreadsheet);
- 5) Research travel proposal (requires you to submit a 200-300 word statement); and
- 6) Applicant declaration.

Note that required University forms – such as the high risk destination risk assessment form – do not need to be submitted to your FBE-GRATS application, but should be uploaded and completed as part of your Study Away application.

Application outcomes:

All applicants will be notified of outcomes within 15 working days of the closing date for each round.

Unsuccessful applicants are welcome to email the FBE Graduate Research Team (via buseco-gradresearch@unimelb.edu.au) for feedback on their application.

ASSESSMENT PROCESS

This scheme is competitive. Supported by the Faculty's Graduate Research Manager, the Assistant Dean (Graduate Research) convenes a Selection Committee to review applications and determine the award of the grant funding for the round.

Each application is assessed on the overall application quality, the content of answers to the questions, and submission of all required materials, supporting documentation and forms. Points are awarded for:

- a. The quality of the statement of purpose, demonstrating the significance of the research-related travel to the applicant's research training and/or research project, outcomes anticipated from the trip and justification for the selected conference, fieldwork site or study abroad program.
- b. The applicant's ability to follow directions.
- c. The applicant's attention to spelling, grammar and academic writing skills.
- d. The applicant's ability to write for a non-specialist scholarly readership.
- e. Evidence of time and effort put into the application.

Depending on the number of applications, the assessment outcomes and funding available, successful applicants may not receive the full amount they have requested in that round.

FURTHER INFORMATION

Please contact the Faculty of Business and Economics Graduate Research Team via email: buseco-gradresearch@unimelb.edu.au