

Australia-Japan Foundation Sir Neil Currie Australian Studies Awards 2011-12 Early Career Research Support: Travel Funds for Conferences

Application Form Guidelines

1. Overview

The Foundation established the Australia-Japan Foundation Sir Neil Currie Australian Studies Awards Program in 2000 to develop studies of Australia within Japan and to encourage the development of the Australia-Japan relationship. These Awards commemorate the life of Sir Neil Currie, former Australian Ambassador to Japan and former Chair of the Foundation.

The newly established Early Career Research Support Program Awards are designed to provide travel funds from Japan to Australia, with aim to encourage promising early career researchers in Japan to expand their research networks and capabilities through participation at a relevant conference, symposium or workshop in Australia to further their research interests and to build academic networks with Australian researchers. Applicants may also include a relevant short research program during their visit to Australia. Priority may be given to applicants who are presenting papers based on their research at a participating conference.

The Foundation welcomes high quality proposals from eligible Early Career Researchers who are examining a broad range of content areas and from a range of academic disciplines, primarily in the social sciences and humanities.

The Foundation is particularly interested in the relevance of the proposed conference and travel program to:

- Foster Australian Studies in Japan in the areas specified above.
- Enhance the bilateral relationship between Australia and Japan

Priorities are given for conferences in the following areas:

- The Australia-Japan relationship within the Asia-Pacific region including comparative studies
- Trade, economics, politics and security studies
- Environmental studies
- Social issues (e.g. aging, women's issues, education, health etc)
- Topics that address key issues in Australian Studies, including literary studies, media studies, history, Indigenous studies, anthropology etc.

2. Close of applications for 2011-12

Applications are due by **Friday 6 April 2012**. Late applications will not be considered.

3. Value of Award

Up to AUD 2,500. The value of the award will be awarded on academic merit and the scope of the activity.

4. Commencement of Award program

The Award program must commence **by 30 June 2012 and completed within 12 months of commencement date**

**The actual date of travel to Australia could take place after 30 June 2012. Preparation of the conference and/short research however has to be commenced by 30 June 2012.*

5. Award usage

The Award may be used as a contribution towards any of the following.

- One international economy class return airfare by the most direct route between Japan and Australia and related travel insurance
- An accommodation element
- Visa and any related costs
- Any direct cost for relevant award program (i.e. conference registration fees)

The Award provides no financial or other support for spouses or other dependants accompanying the recipient for the Award program.

6. Award Eligibility

- Applicants must be citizens or permanent residents of Japan.
- Applicants should have completed an undergraduate degree and be enrolled in a Masters Degree or equivalent, or in a Ph.D. course at a Japanese university at a time of application
OR be in the first stages (up to 5 years post PhD) of an academic position at a Japanese tertiary institution, teaching and/or researching in a relevant area)

7. Selection Criteria

The following criterion will be the sole factor in assessing applications:

- Academic excellence supported by relevant academic records, testimonials and references and/or evidence of research or work experience.

Assessment will include consideration of a detailed synopsis of the objectives and desired outcomes of the conference program as part of the application, including:

- The applicant's potential to participate at a high level in the academic and wider community in Japan on his/her return from Australia.
- The advantages of undertaking the program in Australia.

Language

- Applicants are required to demonstrate knowledge of spoken and written English evidenced by a score on IELTS or TOEFL or any comparable test of English language proficiency accepted by AJF for this purpose.
- The English requirements are normally IELTS 6.5 or TOEFL 600 or equivalent

8. Conditions of the Award

- The visiting program of conference attendance should contribute to the research program in Japan in which the applicant is enrolled in a MA or PhD program OR

- employed in the early stage of an academic career at a Japanese university
- The offer of an Award does not indicate the possibility of further assistance for continuing study, training or research in Australia.
- The Awardee must follow the approved program of conference attendance and (if relevant) the research program,
- The Awardee in consultation with the Japanese institution arranges the program. Once submitted, any changes to the program, itinerary or budget must have the prior approval of the Foundation.
- At the conclusion of the approved duration by the Foundation, the awardee must return to Japan.
- Awards under this program may be held in conjunction with any other scholarship, award, bursary, or subsidy but must be advised to the Foundation.
- The Award is not payable during suspensions, including illness. Award holders may wish to consider taking out private insurance in case of such situations.
- The Award may be terminated at any time for unsatisfactory conduct, for breaches of the conditions of the award or failure to make satisfactory progress.
- Any unused funds remain the property of the Commonwealth of Australia and must be returned to the Foundation by the Awardee when submitting the Final Report.
- In all printed material or input to news media about the Award and the related research being undertaken and in all material produced as a result of the support provided by the Award, acknowledgment must be given to the support of the Award as "Australia-Japan Foundation Sir Neil Currie Australian Studies Award funded by the Australian Government ".
- The Australian Government reserves the right to refer to Award Holders in media releases and to the Award programs being undertaken.

9. Reporting Requirements

The awardee is required to submit to the Foundation a Final Report within 28 days of returning to Japan that:

- Identifies the outcomes of the program, including the benefits of the participation in the conference and any other related activities which the Awardee had undertaken.
- Details of the follow up action proposed by the applicant in Australia and by the awardee's institution in Japan, especially in terms of ongoing linkages
- Details of additional funding or support that has been provided by the Japanese institution or others (if applicable)
- Includes a financial report accounting for the expenditure of the Award funds.

10. How to apply for the Award

- For the Year 2011-12 round, applications for the Awards shall be made by applicants directly.
- The offer of an Award will be subject to evidence that the applicant has applied to attend and/or present a paper at a relevant conference, symposium or workshop. Acceptance by the conference organisers must be provided as soon as possible.
- Full details of the conference must be provided.
- Full details of additional research activities to be undertaken in Australia, if applicable

- An Award will not be made until the evidence of acceptance to attend and if relevant present a paper at a conference is provided.
- Applications must be completed in English and in Japanese where instructed.
- You must include the original and two copies of the completed Application Form and related document. In total, three sets of the application should be submitted.

A certified English language copy (English translation) plus one copy of each of the following documents must be attached.

- A certified copy of the applicant's current passport showing evidence of citizenship or if not available alternative evidence of citizenship
- Proof of English Proficiency
- Two references for the applicant (in the case of MA and PhD students, one reference must be from the thesis supervisor person whom the applicant is studying)
- Applicant's academic record endorsed by the Japanese institution (with an explanation of the marking system) and evidence of enrolment OR graduation from a MA or PhD program

11. Lodging applications

Applications for the scholarships should be made by applicants directly **by 6 April 2012**. All applications should be forwarded to:

The Australia-Japan Foundation
 SNC Post Graduate Study and
 Research Program Award
 Australian Embassy
 2-1-14 Mita
 Minato-Ku
 Tokyo 108-8361

Please note that faxed applications can not be accepted.

Successful applicants will be advised of the outcome of the selection by the end of May 2012. Award programs are required to commence by 30 June 2012.

12. Visa and other information

General information on visas can be found in Japanese on the Australian Embassy website. Please refer to: <http://australia.or.jp/visa/>

Quarantine Regulations

For information on the quarantine regulations for Australia, please refer to the Australian Embassy Website <http://australia.or.jp/aqis/>

13. Privacy notice

Personal information collected under this program will be used for the purpose of assessing the eligibility of applicant for this award. Information provided by the applicant may also be disclosed to the proposed host institution.

Enquiries

The Australia-Japan Foundation
Early Career Researcher Support : Travel Funds

Contact: ajf.japan@dfat.gov.au

*Please specify in subject line of your email as “Early Career Researcher Support Program Award” in case of enquiry.