



DUGUID TRAVELLING AWARD

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 one award known as the Duguid Travelling Award (“the Award”).

The objective/s of the Award are to support, a HDR candidate based at NCEPH to undertake national or international travel in pursuit of their academic goals (e.g. to attend a conference, training, workshop, or collaborative meeting). Alternatively for an external postgraduate student to come to the NCEPH for an approved visit or program of study.

Funding for this Award has been provided by an endowment made in 2002 to the Australian National University's Endowment for Excellence by Dr Andrew Duguid and Mrs Rosemary Douglas. It recognises the contribution made by their late parents, Charles and Phyllis Duguid, who spent much of their lives working for the advancement of Australia's Aboriginal and/or Torres Strait Islander population.

2. BENEFITS

The Award offers a stipend of up to \$1000. The Award is to be used within 12 months of receipt of the award. The Award will be paid by reimbursement in a single instalment following upon receipt of appropriate documentation.

3. ELIGIBILITY

The Award is available each year to:

- An Aboriginal and/or Torres Strait Islander student enrolled in a HDR program based at NCEPH to undertake national or international travel in pursuit of their academic goals (e.g. to attend a conference, training, workshop, or collaborative meeting); or
- An external postgraduate Aboriginal and/or Torres Strait Islander student to come to NCEPH for an approved visit or program of study; or
- A non-Indigenous student enrolled in a post-graduate degree program at NCEPH, and working in the area of Aboriginal and Torres Strait Islander health.

4. APPLICATION

Applications are submitted by email to the Chair of the NCEPH Scholarships Committee, at scholarships.committee.nceph@anu.edu.au with the subject line ‘Duguid Travelling Award Application’.

Applicants 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:

- The academic merit of the proposal (describing multiple academic gains, such as meeting with collaborators before or after a conference, is highly regarded).
- The benefit of the proposal to the individual.
- The benefit of the proposal to NCEPH.

Preference will be given to Aboriginal and/or Torres Strait Islander applicants.

Selection is conducted by the NCEPH Scholarships Committee. The Committee is chaired by an academic staff member of NCEPH, and will include at least two additional staff members of NCEPH.

Any potential conflict of interests with any of the applicants will be disclosed prior to the selection. The NCEPH Scholarships Committee reserves the right to make no award if it considers there is no applicant of sufficient merit.

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 this Award, 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; 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 or should be surrendered:

- (a) if the conference travel or program of study does not go ahead; or
- (b) if a recipient breaches academic or behavioural standards set by the University under the Academic Misconduct & Discipline Rules.

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 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 Grant.

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 awarding of the Duguid Travelling Award is based on the information provided by the applicant 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 awarding the Award.

12. VARIATION TO CONDITIONS OF AWARD

In exceptional circumstances and on a case-by-case basis section 6 and/or 7 of these conditions of award may be varied by the Dean on the recommendation of the Chair of the NCEPH Scholarships Committee, following consultation with Dr Andrew Duguid and Mrs Rosemary Douglas.

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 an award may affect your Centrelink benefits, see 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://study.anu.edu.au/accommodation>

15. PUBLICITY

The recipient may be requested to participate in publicity for the award from time to time. This may include publicity in the state or territory of residence or of schooling. Recipients may be contacted for an interview and photograph. The University may also publicise the award by publishing the names of the recipients. Arrangements for such publicity will be made through the Research School of Population Health Communications and Media Team, the ANU College of Health & Medicine, or the Strategic Communications and Public Affairs Office of the University.

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 and Population Health

Research School of Population Health

ANU College of Health & Medicine

The Australian National University

Canberra ACTON 2601

AUSTRALIA

Email: scholarships.committee.nceph@anu.edu.au

17. NOTE

The recipient of this award is subject to The Australian National University Act 1991 as amended, and to the Statutes, Rules, Regulations and Resolutions of the Australian National University.

The award of a scholarship does not carry any commitment by the University for future employment.

These Conditions of Award should be read in conjunction with the University's Coursework Scholarships Policy & Procedures available from the ANU website.

18. RELATED POLICIES, PROCEDURES & RULES

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>