Student and Early Career Researcher Travel Grant

*To provide funding assistance for New Zealand-based early career Earth science researchers and PhD students to attend and present a talk or poster at their first international overseas conference. Society funds are supplemented by a bequest to the Society from Jack Grant-Mackie.*

Applications will be evaluated and voted on by the National Committee, based on the information provided in this application form. Priority may be given to eligible applicants who: have limited other funding support; are seen to have kept expenses to a modest and reasonable level; have never attended an international conference (including in previous roles or prior to living in NZ); are maximising learning or professional development opportunities during the travel (e.g. combining more than one activity).

Further rules relevant to applications and eligibility for this award are included as an appendix to this form. Please read these before completing the application.

**Section 1: Details of Applicant & Referee**

Name of applicant:

Age/date of birth:

Position: *student, lecturer, post-doctoral researcher, etc*.

Institution:

Date of completion (conferment) of PhD (if applicable):

Address:

Email:

Have you ever attended an international overseas conference (including in previous roles you may have held or prior to living in NZ)?

 No☐ Yes☐

If you answered yes, please briefly describe:

Applicants are required to arrange for ONE referee report to be provided to support the application. This may be either included with this application form and the other application documents, or it may be sent directly from the Referee to the Awards Subcommittee Chair, to be received on or before the closing date for applications (see note at the end of the application).

Name of Referee:

Position:

Institution:

Relationship to you:

Email:

Phone:

**Section 2: Supporting statement**

Please provide a (max 500 word) statement outlining details of the conference or workshop (including location and dates), and the value/outcomes that will come from attending.

**Section 3: Budget**

Provide a budget which:

* Itemises ALL costs of attendance at the conference/workshop
* Denotes what the funds sought from the Society will be used to cover
* Includes all other sources of funding available or currently (e.g. departmental grants, grants from the event organisers, etc.).
* Provides all amounts in **New Zealand Dollars**

The table below includes an *example* *budget*, to be replaced with your budget (retain the bold headings). The budget should not exceed 1 page. These instructions may be deleted.

| **EXPENSES** |  |
| --- | --- |
| **Conference/workshop fees** | **NZD$** |
| Registration | 1200 |
| Post-conference field trip | 600 |
|  |  |
| **Accommodation**  |  |
| Hostel in Berlin (9 nights @ NZD $65 per night)  | 585 |
|  |  |
| **Travel** |  |
| Flights (return Palmerston North to Berlin, inc. taxes) | 3600 |
| Taxis/airport transfers  | 150 |
|  |  |
| **Subsistence (food & sundry expenses)** |  |
| 13 days @ $75 per day | 975 |
|  |  |
| **TOTAL EXPENSES** | **7110** |
|  |  |
| **FUNDING** |  |
| **Current sources of funding (confirmed)** |  |
| Institutional post-graduate student grant | 1000 |
| Supervisor research grant  | 3000 |
|  |  |
| **Other non-GSNZ sources of funding (sought)** |  |
| ECR support from Conference Organisers | 1000 |
|  |  |
| **Funding requested from GSNZ YRTG\*** | **1800** |
|  |  |
| **TOTAL FUNDING** (GSNZ, and other confirmed or sought) | **6800** |
|  |  |
| **FUNDING SHORTFALL** (i.e. likely self-funding required)(Calculate as the TOTAL EXPENSES minus TOTAL FUNDING) | **310** |

**Section 4: Details of presentation/poster (if applicable)**

Please insert the abstract (including title and all co-authors) of the presentation to be given. If the applicant is presenting something without an abstract associated with is (such as running a workshop session) please provide a short (<300 word) summary of the activity. If the applicant is not presenting anything (e.g. in the case of workshop attendance only) then this section may be left blank.

**Section 5: Curriculum Vitae**

*Please insert a 1-page academic CV. The text box will expand to accommodate it. These instructions can be deleted. Alternatively, a 1 page CV in a separate file may be submitted with this application form.*

**Section 5: Declaration**

*I confirm that, to the best of my knowledge, the information contained within this application is true and accurate. I understand that if, for any reason should I not undertake the activities detailed in this application, I may be required to return any funds awarded by the Society.* YES☐

*Once completed, please send your application form to the current Chair of the Awards subcommittee (*VP@gsnz.org.nz) *by the due date advertised in the Call for Awards for the year in which the nomination is being made.*

**Appendix**

**Rules relevant to applications and eligibility for the YRTG**

As contained within the GSNZ Bylaws pertaining to The Geoscience Society Of New Zealand Awards Trust (full version available via the [GSNZ website](http://gsnz.org.nz/)).

2. The purpose of the grant is to fund (fully or in part) one or more early career geoscience researchers or PhD students to present at a major international conference or international workshop. The grant will fund or contribute to funding of registration, travel and accommodation costs.

3. An ‘international conference’ or an ‘international workshop’ is defined as an internationally recognised geoscience conference, workshop, or other formal meeting, held overseas or in New Zealand. A person who has previously attended conferences or workshops prior to starting their PhD or employment in New Zealand is eligible to apply.

4. There will be two rounds per year, with applications typically due in March and September. The value of individual grants will typically not exceed $1500 and the total value of a grant pool shall generally be a maximum of $10,000 each financial year, with the amount to be voted upon by the GSNZ Committee before the start of each financial year. The Committee may, at its discretion, increase the total grant pool for the second round, using available funds.

5. Applications will be called for via the next Newsflash and on the GSNZ website. Completed applications shall be sent to the Convenor of the Awards Subcommittee who shall make recommendations to the National Committee for ratification.

7. To be eligible to apply for the grant, applicants must:
a. Be current financial members of the Geoscience Society of New Zealand (either a Student or ECR Member);
b. Be currently undertaking, or have recently completed, their PhD on a geoscience topic at a New Zealand university or research institute; OR,
c. Be currently employed in a post-doctoral, lecturer/researcher or similar position in the field of geosciences at a New Zealand university or research institute; AND, d. Not have previously been a awarded a Student and ECR Travel Grant.

8. An application shall consist of:
a. A completed application form (available from the Society's website);
b. A one page covering letter outlining details of the conference or workshop (including location and dates), and why attendance is important to the applicant;
c. A one page budget that:
i. Itemises all cost of conference or workshop attendance;
ii. Clearly denotes what the Society's funds sought will cover, and where more than $1000 is being requested a quote and brief justification;
iii. Clearly lists all other sources of funding being sought (or already confirmed) or available to the applicant (e.g., university/employer support, grants offered by the event organisers, other grant sources, conference funds available on project grants etc);
d. A one page academic CV.
e. One referee report endorsing the applicant's attendance at this particular conference or workshop.
f. A copy of the abstract of the paper/poster that the applicant plans to present (if relevant, i.e. this may not be necessary/applicable in the case of a workshop);

9. Successful applicants are required to submit a report on the conference or workshop to the Newsletter Editor within 3 months of the attendance for publication in the next newsletter.

This page may be deleted on completion of the application