The Postgraduate Research, **Conference and Travel Grant**

Each postgraduate research student, full-time or part-time, can apply in the period of his or her studentship for a **Conference and Travel Grant** from the DCU Research Committee. The scheme is administered through the Graduate Studies Office (GSO), based in AG40 Albert College Building.

There is a cap of €500 per student over the period of their registration as a research student. Grant awards in any given year are dependent on resources being available.

There are 2 types of application in the **Conference and Travel Grant** scheme, linked to the location and purpose of the application, with separate funding levels:

- **Type 1**: Application to go to a conference, or travel to use research facilities **outside of Ireland** (capped at €500, but could be €250 if a student has previously been awarded a type 2 grant).

- **Type 2**: Application to go towards costs associated with **presenting a paper at an international conference being held in Ireland** (capped at €250).

As it involves international travel, a Type 1 grant is expected only to be a contribution towards the overall expenses, and it is not necessary to provide detailed evidence of costs to the GSO.

With a Type 2 application, students should provide evidence that they have been accepted to present a paper at an international conference being held in Ireland, and that related costs exceed €250.

**Eligibility**

- The student must be a registered research student at the time of submitting the application form.
- The conference or visit to use research facilities must take place within the academic year of registration and before the student has submitted his or her final hardbound thesis.
- Applications must have supervisor support.
- The grant cannot exceed the cap of €500 applied to each student.
- Costs associated with modes of dissemination other than conference presentation, such as publishing costs, are strictly excluded from the scheme.
- Travel costs associated with fieldwork do not come under this scheme.
- Students who previously availed of the €500 Postgraduate Research Travel Grant are not eligible to apply for this grant
- **DCU staff members are not eligible for this grant**
How to Apply

Complete
- the ‘Application for a postgraduate research conference and travel grant’ form (ensuring the principal supervisor has signed this) and
- a Bank Details form if you are not currently in receipt of a monthly scholarship payment.

Include evidence that you will be presenting to an international conference in Ireland and of related costs for a Type 2 application.

Bring to Jonny Hobson in the Graduate Studies Office, AG40, Albert College building.

Payment

Students in receipt of a monthly scholarship payment will receive the travel grant payment at the end of the relevant month, on the same day as their scholarship payment (this will appear as a separate payment).

Students not in receipt of a monthly scholarship payment must submit a Bank details form along with the travel grant application form. Payments are processed by Accounts Payable in the Finance Office.

For more information, contact:

Jonny Hobson
Graduate Studies Office
01 700 5136
jonny.hobson@dcu.ie