

###### International Research Visitors Scheme

###### Application Form 2017

**Submission requirements**

Applicants must consult the International Research Visitors Scheme guidelines prior to completing this form. Please ensure that all relevant parts of this form are completed and that supporting documentation is attached before forwarding the application to the Office for Research (Law).

**Applicant Details**

|  |  |
| --- | --- |
| Name (including title): |  |
| Telephone: |  |
| Email: |  |

Please duplicate the table above if more than one MLS academic is involved in this application.

**Research Visitor**

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Institution: |  |
| Telephone: |  |
| Email: |  |
| Link to web profile: |  |

**Project details**

|  |  |
| --- | --- |
| Project title: |  |
| Duration of visit (start and end dates): |  |
| Amount requested: | **$** |

**Budget**

|  |  |
| --- | --- |
| **Detailed Budget *(List all items individually)*** | **$ Amount Requested** |
| Airfare(s) |  |
| Visa fees and airport taxes |  |
| Travel insurance (if applicable) |  |
| Conference registration fee |  |
| Accommodation= ($ per day / week / month) |  |
| Per diem (living allowance)= ($ per day) |  |
| Other costs (please itemise below) |  |
|  |  |
|  |  |
| **Total** | **$** |

**Per diem**

Research visitors may claim a modest per diem (living allowance) to cover meals and reasonable incidental travelling expenses and should refer to the [Australian Taxation Office (ATO) Per Diem Rates](http://law.ato.gov.au/atolaw/view.htm?docid=%22TXD%2FTD201613%2FNAT%2FATO%2F00001).

**Project Statement**

Please insert or attach a statement **of no more than 3 pages** containing a brief budget justification;detailing the collaboration history (if any) between the MLS applicant(s) and the proposed research visitor; explaining the research project, the intended outcomes, and the potential for further joint research; and addressing the eligibility criteria. Statements longer than 3 pages will be disregarded.

**Additional Information**

1. Have you previously received other MLS research funds for this project?

🡪 If **yes**, please indicate which funding scheme and the amount.

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|  |

2. Have you applied to any other funding source for the support requested above?

🡪 If **yes**, please indicate below the amount and the funding source.

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**Applicant Declaration**

I have reviewed the International Research Visitors Scheme guidelines and sought clarification from the Office for Research (Law) where necessary. As a condition of the award of funding I agree to submit a brief written report on the outcomes of the research visit including the progress made towards jointly published work and the visitor’s participation in Melbourne Law School life to the Office for Research (Law) within six (6) months after the visit concludes.

|  |  |
| --- | --- |
| Signature of applicant | Date |

**Further information**

Should you have any queries as to any part of the application process please contact:

Office for Research (Law)

Telephone: (03) 8344 8946

Email: law-research@unimelb.edu.au

🡪 Please email the completed and signed application with attachments to: law-research@unimelb.edu.au