



## SSEAC LANGUAGE TRAINING GRANT 2020 GUIDELINES

The purpose of the SSEAC Language Training Grant is to subsidise course fees for language training in a Southeast Asian language. The program provides grants of up to \$500 for an eight- to ten-week course (depending on the requirements) at Sydney Language Solutions, which offers Indonesian, Khmer, Burmese, Thai, Vietnamese and Tagalog. Up to twenty grants will be awarded and must be used in 2020.

### ELIGIBILITY AND CONDITIONS

- Applicants must be a member of SSEAC.
- Applicants must be a fixed term or continuing academic or professional staff member employed by the University of Sydney (and not hold a paid position at another university) or be a currently enrolled HDR student at the University of Sydney.
- Fixed term contracts must be valid for a further twelve months.
- Applicants may only submit one application to the SSEAC Language Training Grant per funding round.
- Courses must be taken at the approved provider.

### CRITERIA FOR AWARD

The following criteria will be taken into consideration by the SSEAC Grants Subcommittee when assessing the applications:

- How necessary is the language training to the applicants' research, teaching, or professional role?
- To what extent will the broader university community benefit from this individual learning the language?

In cases where scheme requirements are not fully met following an award the awardees will be ineligible to apply for any future financial support from SSEAC.

### BUDGET AND TIMEFRAME

The SSEAC Grants Subcommittee reserves the right to specify how awards may be used. Applicants must include a quote from Sydney Language Solutions for the course that they are interested in joining. Funds will be accessible in September 2020 and must be spent by December 2020.

**All grant recipients will be required to submit a final report by December 2020.**

### SUBMISSION AND DEADLINES

Submit an online application <https://www.surveymonkey.com/r/SSEACltg20> by **5pm Friday 11 September 2020**. Late submissions will not be considered.

A sample of the online proposal form is available for download on the SSEAC grants website. We suggest you work on your responses offline and copy and paste your answers once it is complete.