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## SYDNEY CONSERVATORIUM OF MUSIC

14 September 2021

### POSTGRADUATE RESEARCH SUPPORT SCHEME FACULTY RANKING CRITERIA

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Sydney Conservatorium of Music

(Chair of the PRSS Subcommittee: [jennifer.rowley@sydney.edu.au](mailto:jennifer.rowley@sydney.edu.au))

#### PRSS Applications are Assessed by the Conservatorium Research Education Committee

#### **Eligibility:**

Candidates must meet general [PRSS Eligibility Requirements](#). Students who commenced from July 2020 onwards who have not yet passed probation by the time the round has closed will need to provide evidence that they have completed preliminary appraisal activities as outlined in Schedule 1 of the [Progress Planning and Review of Higher Degree by Research Students Policy 2015](#). Specifically, we seek confirmation from the Lead Supervisor that all activities required in the preliminary appraisal have been completed in their letters of support for PRSS applications. Candidates should make this requirement clear to their supervisors.

For students that commenced from January 2021 onwards, the preliminary appraisal milestone may be completed in RECS. In this case a printout of this milestone completion (approved by the Lead Supervisor in RECS) should be submitted in addition to the letter of support from the candidate's Lead Supervisor. For more information on this requirement, see [this page](#) on the HDR Canvas site.

Please note that requests for equipment or software available for use at the Conservatorium will not typically be funded.

Due to the current status of the COVID-19 pandemic, no funding for travel of any kind will be awarded in this PRSS round.

If you have been a successful applicant in previous PRSS rounds, you **must submit** in addition to your proposed budget a full list of all past PRSS funded expenditures, ordered by year of award, and a declaration that this funding has been spent on research related activities pertinent to your HDR project. These procedures take their cue from industry practices surrounding grant acquittal. For more details on this requirement, please see [this page](#) on the HDR Canvas site. Queries about past expenditures and the assembly of your expenditure list and budget should be directed to the [Chair of the PRSS subcommittee](#) (not to the HDRAC team). If you have not spent the totality of your past funding, the remaining funds should be used to offset the proposed budget for this round of PRSS.

#### **Selection criteria:**

Note to applicants: The term 'thesis' is used below. Remember that a thesis may include performance or composition or other creative work as relevant to each student's degree project.

*Justification statement (up to 250 words) (60%)*

This statement may cover the following:

- What are you requesting support for?
- How will the activity or equipment requested contribute toward the completion of your degree?
- Why is this the appropriate point in your degree to request these funds?
- In what way will this funding enhance the quality of your thesis submission? (Quality could mean a lot of things: presentation, richer data, trialling of ideas at a conference... )

Questions to be used by the panel in ranking justification statements:

Will the funds help ensure timely completion?

Is the activity/equipment requested appropriate at this point in the student's candidature?

Will the activity/equipment enhance the overall quality of the submitted thesis?

*Budget and budget justification (40%)*

Provide a breakdown and justification of the budget.

Provide a COVID-19 contingency plan in the event that a lockdown prevents expenditure of funds.

The panel needs to have a realistic projection of cost and will need to know that you have obtained pricing. If you seek refund for funds already spent, you will need to provide evidence of expenditure.

Questions to be used by the panel in ranking budget and budget justification:

Is the budget appropriate and has pricing been obtained, with appropriate evidence provided?

If funds have already been spent, is evidence of expenditure provided?

**PRSS feedback plans:**

1. Feedback to unsuccessful applicants, and to applicants whose applications are only partially successful, will provide brief information on why the application was not successful which can be taken into account by applicants in subsequent applications.
2. If the allocations to successful applicants are overall or mostly lower than the amounts requested, general feedback will be provided to the full cohort of eligible applicants explaining this necessity.