

**PBRF FUNDS
2021
SCHOOL OF HUMANITIES—PhD STUDENTS**

Expenses eligible for PBRF funding: The School of Humanities wishes to support its PhD students to undertake high-quality research. Research funds are limited and the application process is a competitive one. Given the constraints imposed by the pandemic, we continue to expect that applications for PBRF funding will focus on work that can be done at distance or with minimal travel.

The list of suggestions below represents the limits of the Research Committee’s imagination; if you have an innovative idea for using funding to support your doctoral research and don’t see it listed here, contact Erin Carlston or your Discipline’s representative on the Research Committee to ask if you should put in an application. The present disciplinary representatives are: Caroline Vercoe (Art History), Jeremy Armstrong (Classics & Ancient History), Maartje Abbenhuis (History), Raamy Majeed (Philosophy), and Caroline Blyth (Theology & Religion).

Eligible activities might include:

- A conference presentation within New Zealand (all travel to be booked and paid for this year).
- Fieldwork/archive work within New Zealand (all travel to be booked and paid for this year).
- Writing retreats, where costs are within reasonable limits.
- Off-site research assistance—for instance, help getting archival sources photographed by someone at an archive overseas.
- Translation, of one’s own work or needed research materials.
- Creative presentations (poetry recordings, exhibitions, installations, etc.).
- Transcription.
- Image purchase, copyright.
- Subscription costs for online repositories.
- Shipping of research material.

Preparing Your Application

In the “Project Activity/Title” box, include the **purpose of the grant** (e.g., “visit to

archive in Wellington”) **and the title—or an indicative title—of the project** (e.g., “Metahistorical approaches to 20th century New Zealand fiction.”)

In order to provide clearly articulated and justified objectives for the funding, proposals should include the following information:

1. An indication of appropriate anticipated research outputs (either the thesis itself or a publication being prepared from the thesis);
2. Significance of this funding to completing the project;
3. A well-justified budget;
4. A realistic timeframe for the project;
5. Specification of how this project will develop the applicant’s research career and/or contribute to the completion of the thesis;
6. The specification of appropriate research question(s) or objective(s).

The committee does *not* require an extended discussion of debates within your field or the significance of your contribution to it.

Criteria for Postgraduate Applications

1. The standard limits and rules for School of Humanities Postgraduate PBRF grants will apply this year: individual requests must not exceed \$2,500, and students will not normally be awarded more than two School PBRF grants in total over the course of their programme. Therefore, applicants should consider their current and future needs carefully when making an application. However, given the exceptional circumstances of the pandemic, the committee may, at its discretion, consider applications for additional activities (beyond the usual maximum of two) in a later postgraduate funding round this year, if we are able to hold one.
2. These funds are meant to support PhD students. Honours students and MA/MCW students are ineligible to apply. Staff may apply for group activities such as seminars and writing retreats that can include MA Research students, but the committee will not consider applications from individual MA students.
3. Grants are not meant to supplement PReSS account sums. PhD students should have used up funds available in their PReSS accounts before applying for PBRF funding. If there are reasons why they cannot use their PReSS account, they should state these in their application.
4. The maximum amount allowed per application is \$2500; no per diem is allowed. All PBRF funds must be used by the close of November 30 in the year.

- Supervisors' comments are to be sent separately from the student's application and are not to be seen by the student.

Please note that the Research fund application will be available via the [School Conference Fund](#) page. Information on this process will be sent out within a general announcement. No applications will be accepted after the deadline.

Note 1

Travel (domestic only) must be booked via Orbit.

- The accommodation should be of reasonable standard, but it should also be cost-effective. If Orbit suggests only expensive accommodation options (4-star rather than 3-star, say), it is up to the applicant to search for cheaper accommodation options on the internet and to draw Orbit's attention to such options.
- Should there be instances where it can be proven that Orbit is unable to provide cost effective and appropriate accommodation, alternative accommodation can be sought. However, **this will require pre-approval from the University's Travel Compliance Team.**