



Guidelines for Research Funding

As of 2019 academic staff in the Division of Humanities will be allocated \$3,500 as research funding. This new funding replaces previous allocations for conference attendance and it may be used for research-related expenses as set out below. This funding may not be carried forward from year to year but staff may choose to pool their funding with others in support of larger projects (where these cannot be funded through other mechanisms such as the University of Otago Research Grant).

Research-related Expenses

1. Conference attendance
Staff will still need to apply for conference leave. As at present, they need to be presenting at the conference and be maintaining an adequate level of academic publication.
2. Employing a research assistant
Staff will have to set out the intended PBRF assessable research output. Research assistants must not be employed for teaching or service-related tasks.
3. Engagement with funders or to assist in securing large-scale funding
This will normally be for travel within New Zealand to assist in the development of bids for major research grants (\$300,000 or over) and must be approved by the Business Development Manager (Humanities).
4. Performance fees and or travel to and from performances
5. Indexing and proofing
6. Small-scale archival and empirical work
7. Costs associated with running workshops for the development of major PBRF outputs

This funding may not be used for:

- capital equipment such as computers, tablets and phones.
- assistance with teaching or service.

How to Apply

Applications for conference funding should be made on the Conference Leave and Funding Request Form. Applications for non-conference research funding should be made on the Research Funding (non-conference): Application Form. Both forms are on the Divisional Forms and Guidelines page

Research Group Funding

Humanities Research Grants will be replaced with a priming fund for research groups. This will support new research groups developing proposals for University of Otago Theme or Centre funding or applying for external funding at a level that will allow the group to be self-sustaining.