

# Melbourne Dental School Research Funds Policy

## MDS RESEARCH GRANTS FOR STUDENTS



### Policy Summary and Conditions

The Research Committee of the Melbourne Dental School invites applications for research funding annually from the following students:

- Research (PhD, MPhil, BSc Hons, BOH Hons, BBMed Hons) and Coursework Specialist Students (DCD & Graduate Diploma)
- Third Year BOH students (to support their final year project)
- DDS students (to support their research project)

**NB: Staff who are also Research Higher Degree students are not eligible to receive this funding.**

### Research funding

Funding can cover expenses such as small equipment and consumables. However, some items cannot be claimed. Please refer to the following table when applying.

Claimable Expenses	Non-Claimable Expenses
Small equipment, maintenance, and consumables	Travel, accommodation and conference registration costs*
SEM charges †	Printing and binding of thesis, posters, laminating
Computer software of a specialized nature used for conducting research (subject to discussions with Mr Chau Nguyen at the Dental School Office)	Computer hardware (including laptops, ipads, DVDs, CDs, USBs, and external hard drives), online survey tools e.g. Survey Monkey licences, and phones
Statistical advice or referral to other statistical resources.	'Miscellaneous' expenses and food whilst on University approved travel
Photography and audio-visual to enable research to be undertaken (subject to prior consultation with Mr Chau Nguyen).	Any equipment already available for use within the school, including laboratory items.

\* Students wishing to obtain funding to attend conferences should apply for the [Student Travel Award](#).

† SEM use, availability and charges are managed by Bio21.

Upon approval of funding please contact Ms Su Toulson,

[su.toulson@unimelb.edu.au](mailto:su.toulson@unimelb.edu.au) or Mr Chau Nguyen [c.nguyen@unimelb.edu.au](mailto:c.nguyen@unimelb.edu.au), who will liaise with Bio21.

**Any form of equipment approved for purchase remains the property of the Melbourne Dental School upon completion of the research project.**



### School Resources

Prior to applying for funding, students are advised to consult the following staff with relation to school resources which can reduce costs incurred for research projects. Items listed below should be obtained from the school before being sourced externally. Not all items can be included in your budget request - see above Claimable/Non-Claimable Expenses table.

Staff Member	Location	School Resources Provided
Prof Rodrigo Marino	6th Floor	Statistical advice or referral to other statistical resources
Mr Chau Nguyen	4th Floor School Office	Computer hardware including DVDs, CDs, USBs, external hard drives etc, online survey tools eg Survey Monkey licenses.
Mr Chau Nguyen	4th Floor School Office	Computer software of a specialised nature used for conducting research.

## Retrospective Funding

*The Melbourne Dental School will not accept applications for retrospective funding. It is both the student/s' and supervisor's responsibility to ensure that applications are submitted during the period of candidature.*



## Submission

Applications are to be submitted to the Dental School office by COB of the specified date.

**Late applications will not be considered.**

## Successful Applicants

Successful applicants will be notified via their **university email account** of the outcome of their application. Funds will be allocated to the supervising academic in the case of DDS students. All other students will be allocated funds via reimbursement of invoices produced after a Purchase Requisition has been approved.

## Ethics Approval

Funding for projects that require human or animal ethics will be contingent on obtaining ethics approval. Funding will not be released until a formal letter of ethics approval is presented to the Research Administrators.

For further information, please contact the Research Administrator vial: [dental-office@unimelb.edu.au](mailto:dental-office@unimelb.edu.au).