

P/P Title		EMCR COLLABORATIVE TRAVEL GRANT
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Location		The University of Queensland GETCO2 Administering Node
Policy/Procedure Link		Centre Plans, Policies and Procedures
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Next Review Date		Annual review
Contact for Assistance		Dr Eloise Larsen, Chief Operating Officer GETCO2

GETCO2 EMCR Collaborative Travel Grant Policy/Procedure

GETCO2 is committed to supporting Early/Mid-Career Researchers (EMCRs) through the GETCO2 Mentoring and Professional Development Program, overseen by the GETCO2 Capacity Building Portfolio. As part of this commitment, the Centre encourages and supports short-term researcher exchanges between Centre university Nodes, partner organisations, international partners and in certain cases, strategic target partners, to enable EMCRs to learn new technical skills, build productive networks and experience a variety of research environments. The Centre is an ideal platform for EMCRs to engage in researcher exchanges in a safe and supported environment.

The purpose of GETCO2 EMCR Collaborative Travel Grants is to build collaborations across GETCO2 partners and enable EMCR mobility while engaging in research activities that directly contribute to the Centre's mission of CO₂ transformation.

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2 Eligibility

EMCR applicants must be supervised by a GETCO2 Chief Investigator (CI) and working on GETCO2-related research. EMCRs include PhD students (HDRs) and postdoctoral researchers.

Funding is only available for activities that contribute to GETCO2 research goals.

Note that travel unrelated to GETCO2 work e.g. side projects, conferences, or general training will not be supported.

Grant recipients must comply with their institutional policies for travel and PhD candidature, where relevant.

3 Funding Limit

The maximum funding available per EMCR per calendar year is AUD \$3,000, with travel of around 1 to 2 weeks duration (or longer if appropriate and feasible).

This funding can be used to cover:

- Economy airfares
- Accommodation and local transport
- Research visit costs e.g. access fees, specialised equipment

The home university node is strongly encouraged to provide co-funding for the activity and this support will be considered in review and award of the grants.

Travel applicants may also apply for funding to support carer responsibilities impacted by their travel plans. For further information, check [GETCO₂ Policies/Procedures and Plans](#).

4 Post-Travel Obligations

To ensure knowledge sharing and accountability, EMCRs who receive funding must fulfil the following requirements.

1. Deliver a short presentation during a GETCO₂ seminar or node meeting and submit a one-page written report to getco2@uq.edu.au describing:
 - Activities undertaken.
 - Key research outcomes and collaborations formed.
 - Relevance to GETCO₂'s strategic goals.
2. For the purposes of promoting the grant and the activities of the Centre, the funding recipient must:
 - Take a few photos of their activities over the duration of the travel.
 - Be willing to be interviewed by GETCO₂ Communications Officer.

5 Application Process

To apply for funding, EMCRs must:

- Complete the following GETCO₂ Collaborative Travel Grant Request Form.
- Submit the form to getco2@uq.edu.au at least 4 weeks before travel.
- Applications will be reviewed in a timely manner by the Capacity Building Portfolio in coordination with the Centre Directorate and relevant Research Program Leaders.

6 EMCR Collaborative Travel Grant Request Form:

1. **Name of EMCR:**
2. **Name of EMCR's supervisor:**
3. **EMCR's home institution:**
4. **Name of host institution:**
5. **Name of supervisor at host institution:**

6. **A short summary describing the duration and purpose of travel, and how it directly contributes to GETCO2's research agenda (max. 300 words).**

7. **A brief statement of how the travel activity will benefit the EMCR's professional and technical skills development (max. 100 words).**

8. **A breakdown of estimated costs.**

Item	Cost (\$AUD)
Total	

9. **A brief statement of support from GETCO2 Supervisor from the home institution, including confirmation of co-funding to support the activity (may be attached as an email).**

10. **A brief statement of support from the GETCO2 Chief/Associate/Partner Investigator or relevant supervisor at the host institution (may be attached as an email).**

Outcome of review by Centre Management (include comments)	
Amount awarded	
Date	