**2019 RESEARCH CONFERENCE TRAVEL GRANT REPORT FORM**

**Personal Details**

|  |  |
| --- | --- |
| Grant Awarded to: | School: |

**Conference Details**

|  |  |
| --- | --- |
| Conference Title: | |
| City/Country: | Dates: |

**Report of Attendance**

I confirm that I did attend the conference for which the Conference Travel Grant was awarded and report as follows:

**Participation**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Presented Paper |  | Presented Poster |  | Delivered Plenary Lecture |

|  |  |  |  |
| --- | --- | --- | --- |
|  | Chaired Session |  | Other – please specify |

**Relevance and Benefits**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Low |  |  |  | High |
| How relevant was the conference to your main research endeavours? | 1 | 2 | 3 | 4 | 5 |
| What was the quality of the conference feedback on your research activity? | 1 | 2 | 3 | 4 | 5 |
| What impact will the conference have on the development of your research initiatives? | 1 | 2 | 3 | 4 | 5 |

|  |
| --- |
| *Please provide a brief report (~300 words) on the benefits of your attendance at this conference, including specific comment on the impact of the conference on your research initiatives and outputs.* |

|  |  |
| --- | --- |
| Grantee’s Signature: | Date: |

Please return the completed the report to the [Faculty Office](mailto:rto-rhd-foh@newcastle.edu.au) **within 3 months** of the end of the conference.