Peterhouse Travel Grants: Guidance Notes for Applicants

The following notes are intended to provide guidance for students who are applying for Travel Grants.

What Travel grants are for:

- Travel grants are intended to support travel with a cultural and/or adventurous purpose: this can include (but is not limited to) cultural tourism, student journalism, or personal development in the form of work experience, volunteering etc.
- Travel does not necessarily need to be outside the U.K. (successful applications in the past have included travel to the Eden Project in Cornwall and to archaeological sites in Scotland and the Isle of Man), although such grants will usually represent a fairly small minority of the total.
- With the exception of travel within the U.K., (which is specifically excluded from several of the named funds), the majority of the committee’s available funds are not tied to travel in specific countries.
- With regard to personal development, Travel Grants are not intended to cover routine transport costs within the U.K.; an application for (e.g.) the cost of transport to a UK-based internship will not generally be considered.

What Travel grants are not for:

- Travel grants are not for travel that fulfils a specifically academic purpose: such applications should be made to the Grants Committee via the Study Grants form (which includes a section on travel costs). This includes (but is not limited to) travel to academic conferences, travels to archives/libraries for research purposes, travel to pursue foreign language courses, and overseas medical electives.
- Travel grants which do not fulfil what the committee deems to be a genuine cultural or adventurous purpose are very likely to be rejected outright; such applications are usually in a small minority, but they do happen (variations on “I want to go and visit my friends who live in Country X” are not good reasons for an application!)
- Proposed travel involving ‘community service in the developing world’ falls under the Mingwei Tan Community Service Grant, which is administered by the National University of Singapore but for which Petreans can apply; applicants whose travel plans fall within this category should contact the Senior Tutor directly regarding the applications process.

Timing: when to apply/when to travel

- There is one round of Travel Grants application in the academic year, during the Lent Term; the application form will specify the exact deadline. Any late applications may be disadvantaged.
- The results of the committee’s decisions will be communicated to applicants no later than the end of Full Lent Term.
• Grants can be made either prospectively, for travel in the Easter and Long Vacations, or retrospectively, for travel in the Christmas vacation. Both categories of application are treated equally (and there is no separate “pot” for each).

• At the discretion of the committee, retrospective applications for travel made in the preceding Long Vacation may be considered under certain circumstances (for example, when the applicant could not reasonably have applied prospectively because a particular opportunity became available at relatively short notice); in such cases, applicants should contact the committee as soon as is feasible, explaining the circumstances of the travel in question.

**Chances of success:**

It is impossible to set out definitive criteria by which the committee reaches its decisions; both the supply of and the demand on available funds can vary considerably from year to year. Nevertheless, these approximate guidelines should give you an idea of what to expect.

• Due to the fact that the total of funds applied for is always far greater than the total available, grants to any individual of more than £500 are very much the exception rather than the rule. If you have previously received a travel grant of £500 or more, then your application will automatically be given a much lower priority; if you have previously received a travel grant of a lesser amount, then it is similarly rare to be awarded more than £500 of grants in total.

• Travel for final-year undergraduates or Masters students in the Long Vacation (i.e. after graduation), or for PhD students in their ‘writing-up’ year, will generally be given lower priority (unless you will be continuing with a further degree at Peterhouse).

• Although Travel grants are not intended to counteract financial hardship *per se*, in cases where students feel they have a particularly strong case – if they have not had opportunities to travel overseas because of their financial situation – they may ask their DoS to make note of this on the application form, and/or ask their Tutor to provide a covering note or letter to this effect.

**Who to contact:**

Correspondence related to the administration of travel grants (including the payment of grants to successful applicants) should be addressed to tutorial@pet.cam.ac.uk. General inquiries about the policy of the Travel Grants Committee should be addressed to the chair of the committee, Professor Robb, (jer39@cam.ac.uk). Inquiries about Study Grants and (see above) the Mingwei Tan Community Service Grant should be addressed to the Senior Tutor, Dr Saskia Murk Jansen (senior.tutor@pet.cam.ac.uk).

This document has been approved by the 2015/16 Travel Grants Committee, and may be subject to change in future years.

Professor Robb, (Chair), Dr Haldar, Dr Long.

November 2017