Endeavour Leadership Program
Applicant Institutions

2019 Round

Frequently Asked Questions
These FAQs **must** be read in conjunction with:

- The *Endeavour Leadership Program Guidelines*; and
- The *Applicant Guide for the Endeavour Leadership Program – Applicant Institutions*
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Overview of the Endeavour Leadership Program

1. What is the Endeavour Leadership Program?

The ELP is the Australian Government’s two-way mobility program for short and long-term study, research and professional development with Australia’s priority partner countries. The ELP supports Australia’s first National Strategy for International Education 2025 (the Strategy). The Strategy sets out a 10-year plan for developing Australia as a global leader in education, training and research, through making transformative partnerships (Pillar 2 of the Strategy), and expanding student, education and training professional and research mobility (Action 6.2 of the Strategy).

The ELP provides opportunities for established and emerging leaders to undertake a global mobility experience within their study, research or professional field.

Endeavour Leaders will have the opportunity to build enduring international networks, strengthen education and research engagement between Australia and priority countries, and enhance Australia’s commercial success and economic prosperity.

The ELP was announced as part of the 2018-19 Budget and will operate from 2019. This is an ongoing program and application rounds will be held annually.

2. What are the opening and closing dates for applications in the 2018 round?

Applications will open on 20 September 2018. Applications must be lodged by 11:59 PM AEST on Thursday, 15 November 2018.

Applications must be lodged in ISEO by the closing date. Late applications or applications submitted by mail or email are not eligible for consideration.
3. **What funding is available in the 2019 round?**

Available funding is as follows:

<table>
<thead>
<tr>
<th>Student exchange</th>
<th>Undergraduate Postgraduate (Masters only)</th>
<th>inbound and outbound</th>
<th>Minimum of one full Study Period as recognised by the Home Institution, up to 12 months in duration.</th>
<th>All countries, excluding New Colombo Plan locations for outbound (Australian) undergraduates to avoid duplication with other available Australian Government funding.</th>
<th>$5,000 per student (the total Leadership Activity amount will depend on the duration of the Leadership Activity and the number of participating students).</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cheung Kong exchange</td>
<td>Undergraduate</td>
<td>inbound and outbound</td>
<td>Minimum of one full Study Period as recognised by the Home Institution, up to 12 months in duration.</td>
<td>China, Hong Kong, Brunei Darussalam, Cambodia, India, Indonesia, Japan, Laos, Macau, Malaysia, Mongolia, Myanmar, Philippines, Republic of Korea (South Korea), Singapore, Thailand and Vietnam.</td>
<td>$5,000 per student (the total Leadership Activity amount will depend on the duration of the Leadership Activity and the number of participating students). Co-funded by department and Cheung Kong Pty Ltd</td>
</tr>
<tr>
<td>Short-term</td>
<td>Undergraduate, Postgraduate (Masters only) and VET</td>
<td>inbound and outbound (VET outbound only)</td>
<td>Up to six months</td>
<td>All countries, excluding New Colombo Plan locations for outbound (Australian) undergraduates (to avoid duplication with other available Australian Government funding) and Cheung Kong countries for all undergraduates.</td>
<td>$2,500 total per student.</td>
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4. **What types of Leadership Activities are supported under Endeavour Mobility Grants?**

Both short-term and long-term leadership activities which contribute to the objectives of the ELP are supported. Suitable activities include:

- study towards an undergraduate qualification (through a Recipient Institution)
- study towards a postgraduate or Vocational Education and Training (VET) qualification
- research towards a PhD or Masters qualification
- postdoctoral research
- institution-to-institution exchange
- practicums, clinical placements, Internships, or volunteer projects
- mentoring, work experience or other professional development through a host work environment rather than through formal enrolment in a study program.

5. **When can students commence their Leadership Activities?**

Recipient Institutions may commence their Leadership Activity from 1 February 2019 and must complete and acquit the Leadership Activity by 31 August 2020.

6. **Can a project be for multiple locations?**

Yes. Applications for short-term Leadership Activities are permitted up to a maximum of 10 locations.

Applications for long-term Leadership Activities (including Student Exchange and Cheung Kong exchange) must be for a single locations only.

A proposed Leadership Activity with multiple destinations must specify all countries from a single Tier (either Tier 1, Tier 2 or Tier 3 – applicants cannot choose countries from multiple tiers).

Applications for Leadership Activity Variations for location changes will be considered in the context of the Tiered structure.

New Colombo Plan countries are excluded for outgoing undergraduate students, to avoid duplication with other available Australian Government mobility funding.

7. **In a multiple location short-term project, can the same students travel to multiple locations or should students travel independently to different locations?**

Where multiple locations are selected in a single project, students may travel to more than one location or travel independently to different, single locations.

**Eligibility Requirements**

8. **Who can apply for funding?**

A Higher Education provider, as described in the *Higher Education Support Act 2003* (Cth), may apply for all categories (Student Exchange, Cheung Kong Exchange and Short-term), with respect to its higher education courses.
A Registered Training Organisation, as registered by the Australian Skills Quality Authority (ASQA) or relevant state authority, may apply for Short-term ELP funding, with respect to its vocational education and training (VET) courses.

9. Can an organisation that specialises in arranging student mobility opportunities apply for funding?

No, only eligible Australian tertiary education providers may apply for funding.

10. Are all higher education and VET students eligible to receive a grant?

No, there are some conditions that apply to student eligibility for funding under the ELP.

An outgoing Student participating in the Endeavour Leadership Program must:
- be an Australian citizen or Australian permanent resident
- be enrolled at an eligible Australian Higher Education Provider or Registered Training Organisation.

An incoming overseas student participating in the Endeavour Leadership Program must:
- not be an Australian citizen or Australian permanent resident
- study at the Applicant Institution under the student exchange arrangement agreed between the Applicant Institution and the Partner Institution.

Further conditions apply in relation to the qualification undertaken under the ELP:
- Eligible undergraduate students must be undertaking a qualification as defined under level 7 or level 8 of the Australian Qualifications Framework.
- Eligible postgraduate students must be undertaking a Masters Degree as defined under level 9 of the Australian Qualifications Framework.
- Eligible VET students must be undertaking a course that leads to the award of one of the following VET qualifications: Certificate III, Certificate IV, Diploma, Advanced Diploma, Graduate Certificate, Graduate Diploma (as defined under levels 3, 4, 5, 6 or 8 of the Australian Qualifications Framework).

11. Can a student undertake multiple Leadership Activities?

A student cannot receive more than one grant under the same ELP sub-category over the life of the program (for example, two Student Exchange grants). Providers may select a student for more than one sub-category, provided that the funding is awarded under different sub-programs.

12. How should providers allocate ELP funding to students?

Recipient institutions must be able to demonstrate that the process used to select students is fair, independent and transparent. The Applicant/Recipient Institution must provide this evidence to the department on request.
13. Can an overseas student, who is in Australia independently and studying on a Student visa, receive ELP funding through their institution?

No. An outgoing Student participating in the Endeavour Leadership Program through their institution must:

- be an Australian citizen or Australian permanent resident
- be enrolled at an eligible Australian Higher Education Provider or Registered Training Organisation.

An incoming overseas student participating in the Endeavour Leadership Program must:

- not be an Australian citizen or Australian permanent resident
- study at the Applicant Institution under the student exchange arrangement agreed between the Applicant Institution and the Partner Institution.

14. Is there a maximum age limit for students?

No, there is no age limit for students participating in an ELP Leadership Activity.

How to apply

15. What is the difference between short-term and long-term study?

Short-term study is study of less than six months in duration.

Semester study is for a study period as defined by the Partner Institution, which may operate on the basis of semesters or trimesters. The study period must be full time and for no less than 10 weeks and no greater than 20 weeks.

16. What is the maximum number of student grants I can apply for per project?

Applicant Institutions may submit a maximum of 20 applications per round for each category for which they are eligible (a maximum of 10 applications for the short-term category; and a maximum of 10 long-term applications, total, for both the student exchange and the Cheung Kong categories). Within these limits, applicant institutions may apply for any combination of outgoing and incoming grants (with the exception of short-term VET, which is outbound only).

17. Can I have different numbers of incoming and outgoing students in my Student Exchange or Cheung Kong Exchange application?

Yes, there is no requirement to have equal numbers of outgoing and incoming student grants. It is also possible to have incoming or outgoing students only.

18. What is the Project Facilitation Subsidy for? How many can I apply for?

A Project Facilitation Subsidy is a non-acquittable payment of $1500 per project that is available to institutions to assist providers with the costs of establishing and managing Endeavour Leadership Activities. Applicant institutions may apply for one subsidy per project.
19. What is a Language Support Grants? How many can I apply for?
Language Support Grants of $1000 per student are available to support students to study an Asian language when participating in an Endeavour Leadership Activity. The language study does not have to be for credit but it must be undertaken either prior to or concurrently with the Leadership Activity.

Note: students who are already studying languages are eligible for a languages grant, provided that the grant is used for a separate, preparatory Asian language course. This grant cannot be used for existing language study or contributing towards existing course fees.

20. Can students undertake study at an offshore campus of their home institution?
No, students cannot use ELP funding to study at the offshore campus of the Australian institution.

21. Can I retain student grant funding to make group travel bookings?
Yes, it is possible for an institution to retain student grants for the purpose of making group bookings provided that all the conditions below are met:

- the recipient institution can demonstrate a financial benefit for the student (for example, flight discounts available through group bookings)
- the institution has obtained students’ written consent to the relevant funding not being made directly available to them. Institutions do not need to provide the Department with copies of Students’ written consent, but must retain a record which is made available at the Department’s request
- institutions do not use the funding for administrative costs or other non-Student specific costs.

Application and Assessment Process

22. How do institutions apply?
Applications for ELP funding for institutions must be made through the Department’s online system – ISEO. Applications may only be submitted by the institution’s nominated International Liaison Officer (ILO). Other registered ISEO users (Alternate ILOs and Faculty Members) may work on applications in ISEO but may not submit them.

23. Who can create applications?
A Faculty Member user role is available in ISEO. The Faculty Member role allows academics and other staff at an institution to create and edit applications. It is designed to allow those staff members involved in running a proposed Project to directly contribute to the application process. Applications can only be submitted by the institution’s nominated International Liaison Officer (ILO).

24. What is the ranking used for?
Applicant Institutions should rank each project application in order of priority. If the Department receives more suitable applications than can be funded, your institution’s rankings will be used to help determine which proposed Leadership Activities are successful. It is important to make sure that applications are ranked according to your institution’s priorities. You are able to change rankings in ISEO any time up until the closing date of the round.
25. What happens if I don’t know all my project details (travel dates, project partner, exact field of study etc)?

Some fields in ISEO are mandatory and the system will not allow you to submit an application unless these fields have been completed. You may however save your application and edit it at a later date to add information.

26. I am a higher education provider applying for long-term (Student Exchange or Cheung Kong Exchange) project funding. Can I submit an application for ELP funding without a finalised student exchange agreement?

Yes, institutions may submit an application for Student Exchange or Cheung Kong Exchange funding without a finalised student exchange agreement in place. However, higher education providers must have a student exchange agreement must be in place before any students commence the project.

27. What consent do I need to obtain from my students to collect their contact details?

Institutions are required to advise participating students that their personal details including name, gender and contact details will be provided to the Department of Education and Training for the purpose of administering and promoting the program. It is the responsibility of the institution to seek and receive the appropriate consent from students for their contact details to be shared. The department does not require a copy of the consent, however institutions must retain a record.

Institutions must also seek and receive appropriate consent from Students for their details and images to be used by the Department for promotion of the ELP, prior to undertaking the Leadership Activity. This may include use in promotional material, information and publications in hardcopy and/or on the internet. Applicant Institutions must retain a record of the Student’s consent.

28. How do I provide the contact details of my students?

The contact details of students participating in a mobility project are provided to the Department at the completion report stage through ISEO (see section 8.1 of the Applicant Guide for the Endeavour Leadership Program – Institutions). The completion report includes information on the financial expenditure of the mobility project and the details of students that participated in the project.

Institutions must act in accordance with the Privacy Act 1988 (Cth) and the Australian Privacy Principles when dealing with their students’ personal information.

29. Do I need to obtain consent from students to use their testimonials or photos for promoting ELP?

Institutions must seek and receive appropriate consent from Students for their details and images to be used by the Department for promotion of the ELP, prior to undertaking the Leadership Activity. This may include use in promotional material, information and publications in hardcopy and/or on the internet. Applicant Institutions must retain a record of the Student’s consent.
Information for Students

30. How can I receive funding through ELP as a student?

Students enrolled at eligible applicant institutions, who are not planning to submit an individual application, are not required to address criteria or apply directly to the department for funding. Interested enrolled students should apply to the student mobility office at their institution to find out if they are able to participate in an ELP-funded leadership activity.

Postgraduate students and other individuals may also apply for ELP funding as an individual applicant. Further information may also be found at http://internationaleducation.gov.au/endeavour.

31. Will I lose income support payments while studying overseas?

For questions related to accessing student income payments (including Youth Allowance and Austudy) while participating in a student mobility program, please contact the Department of Human Services.