

# The Henry and Rachael Ackman Travelling Scholarships

(For early career researchers and research students)



FACULTY OF  
MEDICINE,  
DENTISTRY  
& HEALTH  
SCIENCES

## Annual / Progress Report Template (including Financial Summary)

Completed reports must be signed off by the appropriate Head of Department / School (or delegate).

An electronic copy of the completed and signed report should be emailed through to MDHS Research Development at [mdhs-grants@unimelb.edu.au](mailto:mdhs-grants@unimelb.edu.au) by the annual anniversary of your award date.

Name:	
Department:	
ECR or RHD:	<i>If RHD, please provide student ID:</i>
Single Award:	<i>Date of travel:</i>
Multi Year Award:	<i>No of Years:                  YY Start:                  YY End:</i>
Round and Date / Year Awarded:	
What year is this report relating to:	

As a condition of accepting funding through the Ackman Travelling Scholarship, each recipient must present a full account of the overseas research activities that were supported through this travel award. This report is to be known as 'The Minnie Ackman Lecture'. The respective Departments may help to coordinate or identify an appropriate forum for the delivery of this Lecture, which should be presented in a format befitting the recipient's level of experience and the scale of the research activities undertaken. This must occur upon completion of your course of study.

Minnie Ackman Lecture presentation date:	<i>This can be marked TBC if during a multi-year award, however a date must be indicated in the final year report.</i>
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Each recipient of an Ackman Travelling Scholarship will also be required to provide to their Department an annual progress and/or final written report of no more than 500 words. These reports should outline the international travel arrangements made possible through the scholarship, what has been gained from the experience thus far and what follow on activities and outcomes are anticipated as a result of the travel.

<p>Indicate which applies:</p> <p>Annual (for multi-year award):</p> <p>or</p> <p>Final report (for single year award):</p>	
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**Financial Summary***It is up to the recipient to retain financial records relating to this award in order to complete this section.*

What was the total funding amount awarded?	\$			
Indicate which year you are currently in with an * also indicate how much has been spent in each year	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<i>Year 4</i>
	\$	\$	\$	\$
What is the balance (total funding awarded minus total that has been spent so far)	\$			
Have there been any extenuating circumstances that have resulted in funds not being spent? If yes, please indicate here				
If this is the final report, are there any unspent funds?				
What is the account string you are using for this expenditure?				

**CERTIFICATION****Certification by the Applicant**

Signature	Date

**Certification by Supervisor (for student applications only)**

Name	Department/School
Signature	Date

**Certification by the Applicant's Head of Department**

Name	Department/School
Signature	Date