



Higher Degrees by Research

Resource Requirement Plan

This form is best completed and saved using the free [Adobe Reader](#).

*The Resource Requirement Plan (RRP) is to be completed by Students in consultation with their supervisors for submission as part of the Confirmation of Candidature process. Approval of the RRP does **not** constitute approval of the items within it. The RRP is an indication of how your research funding should be allocated during your candidature. Specific approval for each item funded by USQ must still be obtained through the Graduate Research School prior to purchasing or booking travel.*

Section 1: Student Information

a.	Student ID	
b.	Student/Candidate Name	
c.	Principal Supervisor	
d.	Academic Program	
e.	Academic Plan/Major	

Section 2: Estimated Expenditures from USQ Funding Allocation

Requirement	Details of Requirement	Month/Year required	Estimated Cost (AUD)
1. Travel (data collection or other)			
2. Travel (Conference/Publication)			
3. Equipment not already available at USQ			
4. Consumables			
5. Other expenditure (proofreading etc.)			
Total			

Section 3: University Resources – will the research project require the use of any of the following University resources?

Resource	Yes	No
Laboratory space/equipment		
Fields/Glasshouses		
Other University equipment or facility (specify below)		
Other;		



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Section 4: Resource Availability – if the answer to any question in Section 3 is “Yes,” please complete the declaration below.

The availability of the relevant University resources for use in this project has been confirmed with (please check the appropriate box(es)):

HES Technical Services	BELA Faculty Operations	Research Centre Operations	Other (specify)

Section 5: Estimated Expenditures from External Funding – Please complete if the project is to receive funding from any source other than the University, including any funding to be provided by the Student themselves.

Funding Source	Details of Requirement	Month/Year required	Estimated Cost (AUD)
Total			
Has the external funding been secured?	Yes	No	

Section 6: External Resources – Please complete if the project requires the use of resources/equipment not owned or operated by USQ.

Resource	Resource Owner	Has use of the resource been arranged & agreed?	
		Yes	No



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Section 7: Declaration by Student

I confirm that:

- This RRP was prepared in consultation with my supervisory team.
- I understand that University funding will only be available to me after completion of the Confirmation of Candidature Process.
- I understand that expenditures in excess of the amount of funding provided by the University will need to be funded externally.
- The resources, travel, and other expenditures listed on this form are relevant to the progress and successful outcome of my candidature.
- USQ policies and processes as regards purchasing will apply to all expenditures of University funds.
- I understand that any equipment or consumable purchased with USQ funds remains the property of the University and must be returned to the University prior to my graduation, or on exit from the program.

Student Signature	Date

Once you have signed this form, please save it then email it to your Principal Supervisor for final review and endorsement.

Section 8: Declaration by Principal Supervisor

I have reviewed and I support this Resource Requirement Plan.

Principal Supervisor Signature	Date

Once you have signed this form, please save it then email it to grs@usq.edu.au