



RESEARCH AND ENTERPRISE

Updates and Announcements from week commencing 17 June 2024

Changes to Health Research Council Career Development Award application forms

Health Research Council have updated the application forms for the following grants

- Sir Charles Hercus Fellowship
- Clinical Practitioner Research Fellowship
- Clinical Research Training Fellowship
- Foxley Fellowship

Refer to the Funding Calendar for further information regarding these CDA awards.

Note: the HRC and Girdlers' UK Fellowship will not be offered this year.

New Zealand Association of Scientists (NZAS) 2024 Science Medals

Applications are invited for the four NZAS 2024 Science Awards: Hill Tinsley, Shorland, Marsden, and Cranwell Medals. Applicants can apply directly or can be nominated by a third party. Team applications are also eligible for the Shorland and Cranwell Medals. **Closing date is 5pm 31 July 2024.** Full guidelines, application forms and past awards are available [here](#)

Royal Society Te Apārangi postgraduate scholarships – closing date 31 August 2024 -

RHT Bates Postgraduate Scholarship is a study award of \$6,000 for a PhD in the Physical Sciences and Engineering in a New Zealand university. Preference will be given to those whose research aims to apply information/image processing to studies in medicine, the physical sciences, astronomy or engineering.

The Call for Applications is now open with a closing date of 31 August 2024. Information about how to apply is available on the Society's [website](#).

The Sir Hugh Kawharu Masters Scholarship for Innovation in Science is a \$10,000 scholarship for study by Māori at masters level in the sciences. The Scholarship is applicable across a broad range of science disciplines including the physical, mathematical and computational, earth, environment, marine, social, health, biological, biomedical, human, and behavioural sciences.

The Call for Applications is now open with a closing date of 31 August 2024. Information about how to apply is available on the Society's [website](#).

Otago Innovation – 2024 Proof of Concept Competition – due 21 June 2024

Otago Innovation's annual [Proof of Concept Competition](#) is now open. See the [flyer](#) for more information.

Applications close: 5pm 21 June 2024

Proof of Concept Grant: \$100k

Open to all University of Otago academics, post-docs and PhD candidates

Neurological Foundation – 2 new funding opportunities

The Neurological Foundation has announced expressions of interest for the following grants:

Platform Grant EOI

These grants are intended to support the establishment or expansion of a research platform of national and international relevance, based in New Zealand.

Programme Grant EOI

These grants are intended to support a programme of research undertaken by a multidisciplinary team based in New Zealand. International collaboration is encouraged and team members can be based overseas as long as this leads to building capability in New Zealand.

Further information can be found on the [Neurological Foundation website](#) and the [grants portal](#). Expressions of interest should be submitted through the grants portal.

Please see the funding opportunities calendar for due dates. The information provided in the online information and Q&A sessions is available [here](#).

Lund University Get Started Funding

Lund University (LU) has launched a call for Get Started Funding. The funding is designed to foster collaboration between researchers at LU and select partner universities in countries newly associated or soon to be associated to Horizon Europe.

While the LU researcher is the main applicant, the funds aim to support networking activities such as visits and meetings for researchers at both our institutions. Funds of up to SEK 60 000 (≈EUR 5 500) per award are available for non-European partnerships and SEK 25 000 (≈EUR 2 200) for partnerships with Swiss, UK and Ukrainian partners.

Interested researchers should connect with colleagues at LU to learn more about the funding opportunity and to plan the application. The application deadline is 21 August 2024. Applicants will be notified of outcomes during September 2024. Funded collaborative activities must take place before 31 July 2025.

For any questions, contact Richard Stenelo richard.stenelo@er.lu.se or Teresia Rindefjall (Teresia.rindefjall@er.lu.se).

Aotearoa New Zealand Tāwhia te Mana Research Fellowships

The Aotearoa New Zealand Tāwhia te Mana Research Fellowships are administered by Royal Society Te Apārangi on behalf of the Ministry of Business, Innovation and Employment.

The Aotearoa New Zealand Tāwhia te Mana Research Fellowships consists of three schemes, targeted at early, mid- and established career researchers. The schemes are:

- [New Zealand Mana Tūāpapa Future Leader Fellowships](#) are for **early-career researchers** looking to build the foundations of their reputation in their field.
- [New Zealand Mana Tūānuku Research Leader Fellowships](#) are for **mid-career researchers** looking to build an extensive reputation for research and leadership in both their field and the wider system.
- [New Zealand Mana Tūārangi Distinguished Researcher Fellowships](#) are for **distinguished researchers** to build an expansive reputation that extends beyond on their own career span.

Refer [here](#) and the Funding Calendar for further information regarding these fellowships. Further information to follow regarding roadshows.

Please note if the grant you have been nominated for requires Host Support Template please contact your RA – R&E are preparing a template for this and HoDs can add further relevant information to this. HoDs must sign the application CCW to ensure they commit to the support as required by the funder

Horizon Europe, Crowdhelix and UO Horizon Europe MS Teams Channel - **updated**

If you want to learn more, please refer to the [Special Research News](#) and talk with your [Research Advisor](#) as soon as possible.

Marie Skłodowska-Curie Actions (MSCA) Postdoctoral Fellowships 2024

New Zealand can access some aspects of the Marie Skłodowska-Curie Actions (MSCA) given our Associated Country status within Horizon Europe (the EU's largest funding programme).

There are essentially two types of MSCA Fellowships open to New Zealand participation: (1) European Postdoctoral Fellowship and (2) Global Fellowship open to New Zealand entities.

1. The [European Postdoctoral Fellowship](#) is a great way for researchers to get experience in the European Research and Innovation ecosystem. **Given NZ is not an Associated Country to Pillar I of Horizon Europe**, where MSCA Postdoctoral Fellowships sit, the NZ researcher applies through "Host" institution that is an Associated Country to Pillar I.
2. The [Global Fellowship](#) is a great way for NZ-based academics/researchers to supervise an individual from an EU Member State or Associated Country. Global Fellows spend 12-24 months in a Third Country (e.g., NZ) and 12 months (return phase) in the EU Member State or Associated Country.

2024: Introduction to Marie Skłodowska-Curie Actions Postdoctoral Fellowships ([Overview recording](#)).

Royal Society Te Apārangi - 2024 Fellowship nominations

The Academy of the Royal Society Te Apārangi is now calling for new Fellowship, Ngā Ahurei a Te Apārangi, and Honorary Fellowship, Ngā Ahurei Honore a Te Apārangi, nominations for 2024 Closing date is **30 June 2024**.

Please visit [here](#) for more details.

Virtual Space Biosciences Training Course: STAR (Spaceflight Technology, Applications, and Research – NASA Call for Applications

Please [click here](#) for further information about NASA's call for applications on Virtual Space Biosciences Training Course: STAR (Spaceflight Technology, Applications, and Research. Response due date **28 June 2024**.

Aotearoa New Zealand Infectious Diseases and Pandemic Preparedness Summit – **Updated**

Save the date for the 3rd Te Niwha-hosted research hui:

Date - Raa: Tuesday 12th to Thursday 14th November 2024

Venue - Waahi: Rutherford House, Victoria University of Wellington Pipitea Campus, e Whanganui a Tara, Wellington.

See further details [here](#)

Two initial highlights to look forward to and [register now](#) for are:

- Science Media SAVVY Express Training
- Network and Stakeholder dinner to be held at Parliament House

Te Niwha Funding opportunities - NEW

Te Niwha now invites applications for Summer Studentships, PhD and Master Scholarships. An open information session will be held on Wed, 17 Jul 2024, 1 pm. [Register here in advance](#). See the funding calendar below for further information about these rounds.

Te Niwha are also interested in hearing from both students and supervisors which other forms of student research they are seeking support for, for example internships. If you have something in mind, please send your Expression of Interest to teniwha@otago.ac.nz.

Fulbright New Zealand

Fulbright NZ offers a variety of awards throughout the year, some of these awards are in conjunction with Ngā Pae o te Māramatanga. Awards will be advertised below in due course. Professor Phil Bremer is the Fulbright New Zealand Campus Advisor for the University of Otago; should you wish to seek further information please find Phil’s contact details [here](#).

Upcoming Fulbright Deadlines

[Fulbright Ngā Pae o Te Māramatanga Graduate Award](#) – Applications close 11pm **1 August 2024**

[Fulbright Specialist Awards](#) – Applications close **1 August 2024**

[Fulbright Scholar Awards](#) – Applications close **1 October 2024**

[Fulbright Ngā Pae o te Māramatanga Scholar Award](#) - Applications close **1 October 2024**

[Fulbright US Graduate Awards](#) - Applications close **8 October 2024**

2024 AINSE Research and Education Opportunities

[Scholarship AINSE ANSTO French Embassies \(SAAFE\)](#) supports early career researchers at PhD and Postdoctoral level to foster research collaborations between France and Australia, in nuclear science and engineering in research areas of Health, the Environment and the Nuclear Technologies. Applications close 1 July 2024

[Early Career Researcher Grant \(ECRG\)](#) Up to A\$10,000 to persons in the first five years (full-time equivalent) of their postdoctoral research career. at an AINSE Member Institution and planning to undertake work in collaboration with ANSTO in the period 1st October 2024 – 31st December 2025.. Applications close 31st July 2024.

Click on the above links for further information, and please discuss with your supervisor

FUNDING OPPORTUNITIES from Week Commencing 17 June 2024

TYPE	AF	Awards and Fellowships
	RE	Research projects and Equipment grants
	TC	Funding for Travel and Conferences (attendance/registration)
	Oth	Other grants (including research support for proposal development, dissemination of findings through hui or stakeholder meetings, running conferences/workshops, etc)

ONLINE APPLICATIONS Where applications are to be submitted through an online portal, please note that a signed CCW still needs to be submitted to your Research Advisor by the due date detailed below.

DUE DATE (Internal Deadline):

Deadline, for **Dunedin Researchers**, for the final signed hard copies of the Application and Costings and Consents Worksheet (CCW) to be received by your Research Advisor. Register your interest in a fund with your Research Advisor, who can assist you in the development of these documents, in the weeks **prior** to the DUE DATE.

University of Otago, Christchurch Researchers: To confirm your 'Due Date' please contact

EJ Sinclair, Research Advisor, University of Otago, Christchurch - ej.sinclair@otago.ac.nz

Suzanne Benjes, Research Advisor, University of Otago, Christchurch – suzanne.benjes@otago.ac.nz

Ian Cooke, Research Advisor, University of Otago, Christchurch - ian.cooke@otago.ac.nz

Kosta Tabakakis, Research Advisor, University of Otago, Christchurch – Medicine Department

re.research.uoc@otago.ac.nz (Please note Kosta is working remotely based in the UK time zone. Hence correspondence from Kosta will be outside the normal NZ working hours. Hours (NZ time): approx. 8pm-4am)

University of Otago, Wellington Researchers: to confirm your 'Due Date' please contact

Christine Groves, Research Advisor, University of Otago, Wellington - christine.groves@otago.ac.nz

Nina Barton, Research Advisor, University of Otago, Wellington – nina.barton@otago.ac.nz

Please note, internal due date advertised below may differ for University of Otago, Wellington, and University of Otago Christchurch researchers. Please liaise with your respective Research Advisors for further clarification.

NEW	TYPE	FUNDING BODY	FUNDING OPPORTUNITY	INTERNAL DUE DATE
	RE	Leukaemia and Blood Cancer New Zealand	National Research Grant	20-Jun-2024 <i>Note internal date is earlier due to Public Holidays</i>
	TC	Leukaemia and Blood Cancer New Zealand	Travel Grant	20-Jun-2024 <i>Note internal date is earlier due to Public Holidays</i>
	RE	Prostate Cancer Foundation of New Zealand	Research Grant	20-Jun-2024 <i>Note internal date is earlier due to Public Holidays</i>
	RE	MedTech – CMTD	RAP (Research Acceleration Programme) Stage II Concept Seeding Fund	20-Jun-2024 <i>Note internal date is earlier due to Public Holidays</i>
	RE	BRANZ	Building Research Levy 2024/2025 – EOI	20-Jun-2024 <i>Note internal date is earlier due to Public Holidays</i>

NEW	TYPE	FUNDING BODY	FUNDING OPPORTUNITY	INTERNAL DUE DATE
	AF	Health Research Council of NZ	2024 Career Development Awards – General <ul style="list-style-type: none"> Clinical Research Training Fellowship Foxley Fellowship Clinical Practitioner Research Fellowship Sir Charles Hercus Research Fellowship 	24-Jun-2024
	AF	The Royal Australasian College of Physicians New Zealand	Research Establishment Fellowship	1-Jul-2024
	RE	Health Research Council of NZ	2025 Projects – Expressions of Interest Portal registration due 3 July 2024, 1pm	3-Jul-2024
	RE	Ministry of Business, Innovation and Employment	Catalyst: Strategic – NZ-China Strategic Research Alliance 2024	4-Jul-2024
	AF	The Royal Australasian College of Physicians New Zealand	Research Entry Scholarships	8-Jul-2024
	RE	Ovarian Cancer Research Foundation	Research Grant	9-Jul-2024
Updated	RE	Health Research Council of NZ	2024 NZ-China Biomedical Research Alliance Portal registrations due 19 June 2024, 1pm The MoST deadline closed 5 th June. Please check that your collaborators from China have already submitted their proposal to MoST.	10-Jul-2024
	TC	Royal Society of New Zealand	Catalyst Fund: Seeding <ul style="list-style-type: none"> General Dumont d’Urville NZ-France Science and Technology Support Programme 	10-Jul-2024

NEW	TYPE	FUNDING BODY	FUNDING OPPORTUNITY	INTERNAL DUE DATE
	AF	Health Research Council of NZ	2024 Māori Career Development Awards <ul style="list-style-type: none"> Māori Health Research Postdoctoral Fellowships Māori Rangahau Hauora Training Grant Māori Health Clinical Research Training Fellowships Māori Health Research PhD Scholarships Māori Health Research Masters Scholarships Māori Health Research Summer Studentships Māori Health Research Knowledge Translation Grants Māori Health Research Development Grants 	16-Jul-2024
	AF	Health Research Council of NZ	2024 Pacific Career Development Awards <ul style="list-style-type: none"> Pacific Health Research Postdoctoral Fellowships Sir Thomas Davis Te Patu Kite Rangī Ariki Health Research Fellowship Pacific Clinical Research Training Fellowship Pacific Health Research PhD Scholarships Pacific Health Research Masters Scholarship Pacific Health Research Summer Studentships Pacific Health Research Knowledge Translation Grants 	16-Jul-2024
	AF	Royal Society of New Zealand	<ul style="list-style-type: none"> Mana Tūāpapa Future Leader Fellowship Mana Tūānuku Research Leader Fellowship Mana Tūārangi Distinguished Researcher Fellowship 	17-Jul-2024
	RE	Vic Davis Memorial Trust	Research Grant	23-Jul-2024
	AF	Vic Davis Memorial Trust	Postgraduate Scholarship	23-Jul-2024
	RE	New Zealand Lottery Grants Board	Lottery Environment and Heritage (Round 1)	23-Jul-2024
	RE	Associated New Zealand Myalgic Encephalomyelitis Society Incorporated	Grant and Scholarship Programme	23-Jul-2024

NEW	TYPE	FUNDING BODY	FUNDING OPPORTUNITY	INTERNAL DUE DATE
NEW	RE	Te Niwha – Infectious Disease Research Platform	<ul style="list-style-type: none"> • Summer Studentships • PhD and Masters Scholarships Open information session Wed, 17 July 2024, 1pm. Register here	24-Jul-2024
	AF	Arthritis New Zealand	Lupus/SLE Postdoctoral Fellowship	30-Jul-2024
	RE	Cure Kids	Project Grant	31-Jul-2024
	RE	John Templeton Foundation	Small Grants – Online Funding Enquiry	8-Aug-2024
	RE	New Zealand Council for Educational Research (NZCER)	Whatua Tū Aka – Full Proposal	14-Aug-2024
	RE	Neurological Foundation of New Zealand	<ul style="list-style-type: none"> • Project Grant • Small Project Grant • Conference or Training Course Grants • Catwalk Trust Project Grant • Catwalk Trust Translational Award • Summer Studentships 	23-Aug-2024
NEW	RE	Oakley Mental Health Research Foundation	Research Grant	19-Sept-2024
	RE	Prime Minister's Science Prizes Secretariat	<ul style="list-style-type: none"> • Prime Minister's Science Communication Prize • Prime Minister's Science Prize • Prime Minister's MacDiarmid Emerging Science Prize 	20 Sept 2024
	RE	Brian Mason Scientific and Technical Trust	Project Grant	20 Sept 2024
	RE	Maurice and Phyllis Paykel Trust	Project and Equipment	23-Sept-2024
	RE	Maurice and Phyllis Paykel Trust	<ul style="list-style-type: none"> • Travel • Conference 	23-Sept-2024

NEW	TYPE	FUNDING BODY	FUNDING OPPORTUNITY	INTERNAL DUE DATE
	AF	Neurological Foundation of New Zealand	<ul style="list-style-type: none"> • First Fellowship • VJ Chapman Fellowship • Dawn Fellowship • Neurology Postgraduate Scholarship • Doctoral Scholarship • Catwalk Trust Postdoctoral Fellowship • Catwalk Trust Doctoral Scholarship 	23-Sept-2024
	RE	Neurological Foundation of New Zealand	<ul style="list-style-type: none"> • Platform Grant EOI • Programme Grant EOI 	24-Oct-2024

Recurring Funding Opportunities

NEW	TYPE	FUNDING BODY	FUNDING OPPORTUNITY	DUE DATE
	RE	AGMARDT	Various Research Grants, Scholarships & Fellowships	Anytime (please note closing dates align to monthly meetings)
	AF	Alexander von Humboldt Foundation	Humboldt Research Fellowship for: Postdoctoral & Experienced Researchers <i>(For travel to Germany and research based there)</i>	Anytime (please note some awards do have closing dates)
	RE	Breast Cancer Foundation NZ	RES Research Grant <i>(This is for ad hoc time-dependent opportunities such as supporting clinical trials)</i>	Anytime Contact your Research Advisor or funder
	RE	CMDT & MedTech Research Network	Research Acceleration Programme – Stage 1 (Collaboration and Ideation Fund)	Anytime (Proposals reviewed every 2 months) External closing dates - 12 noon 29 th July 23 rd September TBC for December round
	RE	Embassy of France in New Zealand	French related Research Projects	Anytime until 15 Nov 2024
	Oth	NZ Lottery Grants Board	Lottery Minister’s Discretionary Fund	Anytime

NEW	TYPE	FUNDING BODY	FUNDING OPPORTUNITY	DUE DATE
	TC	Neurological Foundation of New Zealand	Travel Grants	Anytime
	RE	Rule Foundation	Research Grants	Anytime
	RE	Southland Medical Foundation	Research Grants	Anytime
	RE	Science and Engineering Research Board India	Visiting Advanced Joint Research Faculty Scheme (VAJRA) <i>(Adjunct/visiting faculty positions in Indian Institutions)</i>	Anytime (Considered twice a year in January & July)
	RE	The Association of Commonwealth Universities	Various Opportunities	As indicated on ACU grant Calendar

If you have any queries or would like further information regarding any of these Funding Opportunities, **please contact your Research Advisor**. Our contact details are available on the Research and Enterprise [Website](#).

Research News and Upcoming Funding Opportunities

If you would like the Research Opportunities emailed out to you fortnightly, you can join the **ResearchInfo** List. To subscribe, please email research@otago.ac.nz, with subject line: 'Subscribe to Research News' and we will add your email address to the Research News mailing list.

GENERAL INFORMATION REGARDING RESEARCH FUNDING AT OTAGO

When you need to contact us

Staff are reminded that **every application for external research funding must come through Research and Enterprise, via your Research Advisor**. If you are not sure, please call and we will be able to advise you. All grant applications and proposals should be submitted by academic staff. Please inform your Research Advisor if you intend to apply as Principal Investigator for *any* contestable funding, whether advertised here or not, at the beginning of the development of your application. The same situation exists if you have been approached by researchers at another institution/organisation to collaborate on a funding proposal where Otago is not the lead institution and/or is not submitting the proposal.

Costings and Consents Worksheet – Please use the latest version on website

A UoO Costings and Consents Worksheet (CCW) is required for all applications, signed by the applicant, their Head of Department/Resource Centre and their Dean/PVC, in accordance with University policy on externally funded research. You can download the latest version of our CCW [here](#). For advice on the use of the CCW to develop costings for your project, please contact your [Research Advisor](#).

Requirement for Field of Research (FOR) and Socio-Economic Objective (SEO) codes

It is now a requirement that Universities report to the Ministry of Business, Innovation and Employment on FOR and SEO codes for all research and commercial projects. These codes must be entered in the relevant section of the costing and consent worksheet. A maximum of three codes can be selected for each category and percentages should be in blocks of 10. A full list of the codes is included in the electronic version of the ccw. Please talk to your Research Advisor or Business Development Manager if you have any queries regarding these.

The **UoO Policy Document on Externally Funded Research**, which outlines both the need for and the usage of the CCW, can be viewed [here](#).

Panui Rangahau Māori – Māori Research Consultation

This message clarifies that The Ngāi Tahu Research Consultation Committee is not being disestablished. The University is providing new roles alongside existing support through the Research and Enterprise Office which will support researchers in developing your research ideas.

As many may be aware the Ngāi Tahu Research Consultation Committee (NTRCC) is experiencing significant delay due to continuing support staff shortages. Unfortunately, this has yet to be resolved.

The recommended course of action for researchers is to continue to submit to NTRCC as usual. Working within your divisions and department, work with your [Research Advisors](#) (who are there to help) to develop your Vision Mātauranga Policy statements and progress developing your ideas toward ethics approval. Document your thoughts regarding VM, relevance to Māori, and pathways to impact on society, this is all valuable thinking even in early stages.

Your [Research Advisors](#) will be able to provide support in the first instance or may choose to escalate if necessary.

Please note for Christchurch researchers the Māori Health Advancement Programme for researchers at UOC has two components:

- a professional development programme and
- a new research review process

For all information about how to complete the professional development programme and complete the research review process please head to this page:

<https://www.otago.ac.nz/christchurch/services/researchoffice/maoriconsultation>

For any queries or pātai please email the Kaitohutohu Rangahau Māori/Māori Research Advisor at:

maorihealthadvancement.uoc@otago.ac.nz

Ethics and Regulatory Consents

The University requires that any research involving human participants and/or animals is conducted in accordance with the highest ethical standards. Where appropriate, compliance includes ethical approval from the relevant ethics committee. Please refer to our [Ethics and Regulatory Consents](#) webpage for further information.

Human Ethics applications and assessment via Conduit

A new way of submitting and processing human ethics applications is **now live**. The new system – Conduit – has replaced Word-based application templates with online applications.

You can access the web-based system via [this link](#) and then use your Otago University log in and password.

You can find recorded online training sessions, further resources and more information about Conduit on this SharePoint site: <https://otagouni.sharepoint.com/sites/Conduit/SitePages/training-home.aspx>

If you have any questions, please contact orisproject@otago.ac.nz

A reminder that Conduit relates **only to human ethics**. Processes for submitting animal ethics applications through IARMS (Integrated Animal Research System) are **not** changing.

From Tuesday, 16th April 2024: important notes for applications

- If you have **already submitted** an application – including response to a Committee decision or an amendment - you **do not** have to re-submit in Conduit.
- If you are **submitting an application on or after 16th April 2024** – including response to a Committee decision or an amendment - **please do this in Conduit**.
- All **communications from 16th April 2024 will be via Conduit**.
- If you have any questions regarding applications for the May meetings of the UOHEC and UOHEC (Health) please email jo.farronediaz@otago.ac.nz

Checklist for submitting grant proposals

Remember to include:

- **Copy of the application** (*signed by applicant, and HoD/Dean if requested by funder*)
- **University of Otago Costing & Consents Worksheet (CCW)** (*signed by applicant, HoD and Dean/PVC*)
- **Evidence of Māori Research Consultation**
- **Ethical / Regulatory approvals** (*if required and already approved*)

Research and Enterprise then obtains the authorised signature of the University for you (**if required**), copies the application, and sends it to the funding body by the due date.

Contact Details for the Research Advisor Team

For further information, advice, and assistance regarding anything to do with contestable research funding, please contact the [Research Advisor](#) for your Division/Department:

Contact Details for General Enquiries

Dunedin Research Office: research@otago.ac.nz

Fiona Seaton (Research Committee) – ph (03) 479 5967

Sharon Helm – ph (03) 479 8448

Nikki Shaw – ph (03) 479 5294

Sarah-Jane Robertson – ph (03) 479 9093

Melanie Adams – ph (03) 479 8468

Tegan Ferrier – ph (03) 479 8438

Laura Childs – ph (03) 556 8489

Christchurch Research Office:

Sarah-Jane Best - 03 364 1133

Wellington Research Office:

Beck O'Shaughnessy – ph (04) 918 6552

Administrative Details

Extension and Closure of Research Accounts – Notice to all Departments

Extensions - All requests for an extension should be done before the end date of the contract. Researchers will need to contact their Research Advisor or Business Development Manager in the first instance. This process replaces all previous notifications by Research and Enterprise. Research Finance Administrators, Research and Enterprise - Email: research.finance@otago.ac.nz

Closures - In order to help speed up the closure process of Research Projects, Research and Enterprise has provided a copy of the “Research Project Closure form” at [link](#). This form can also be found on F1 under the chart enquiry screen.

Finance Associates in each department need to download and complete this form for each account that is to be closed and save it down into the relevant CLOSURE FORMS folder accordance with the instructions issued by Research Finance. Research Finance will action any journals for surpluses or deficits and organise credit notes for the return of surplus funds where applicable. Research Finance will also close the accounts in REDs and Finance One.

Closure Form for Internally Funded Research Grants:

A form has been created and placed on the Research and Enterprise webpage - [link](#)

The sole purpose of this form is to instigate the closure and repayment of overspends within Internally Funded Research Grants (R accounts - University of Otago Research Committee funded grants).

University of Otago Bridging Scheme Register and Continuation of Research Achievement Grant (CRAG) for External-Grant-Funded Research-Only Staff

University of Otago Research Committee has introduced a **Bridging Scheme** to provide a mechanism to protect the continued contributions of Research-Only Principal Investigators. Further information regarding application for membership can be found [here](#).

The **Continuation of Research Achievement Grant (CRAG)** has also been introduced to support highly productive research leaders within the University in the event of significant grant failure. It is linked to the Bridging Scheme (see above) but also applies to academic staff with confirmed appointments. Application Forms and Guidelines can be found [here](#).

Accounts Receivable Account Application Form (Research Funder):

The current Accounts Receivable Account Application Form (Research Funder) can be downloaded [here](#)