

University of Otago

Research Committee

**Te Poutama Māori Advancing Research Collaboration Grant 2024**

**Application**

The purpose of the Te Poutama Māori Advancing Research Collaboration (TPMARC) grant is to support the development, or further strengthening, of research collaborations specific to Māori research. A secondary objective of this fund is to pilot new Māori research with the intention to encourage grants from external funding agencies. Please ensure you complete this form in full. Incomplete applications will **not** be considered.

**Closing Date: Midday, Thursday 24th October 2024**

**Applications should be emailed to your Research Advisor**

**Section One: Applicant Details**

* 1. Title of Research Proposal

Insert title of research proposal.

Panel: Choose...

* 1. Named Investigators

Contact Principal Investigator

|  |  |
| --- | --- |
| Honorific: | Click or tap here to enter text. |
| Name: | Click or tap here to enter PI’s name. |
| Ethnicity 1: | Choose an item. |
| Ethnicity 2: | Choose an item. |
| Ethnicity 3: | Choose an item. |
| Iwi affiliation: | Click or tap here to enter Iwi. |
| Gender: | Choose an item. |
| Department/Programme: | Click or tap here to enter text. |
| School: | Click or tap here to enter text. |
| Email: | Click or tap here to enter text. |
| Early or Mid-Career (Y/N): | Choose an item. |
| If Early Career, mentor: | Click or tap here to enter text. |
| Mentor’s department/programme: | Click or tap here to enter text. |

*Research Committee collects ethnicity information in order to understand the uptake of TPMARC funding by Māori and Pacific research staff at the University. Ethnicity data will be used to determine how TPMARC funding can, among other initiatives, be used to progress the research goals of the University’s Māori and Pacific Strategic Frameworks.*

*Gender information is collected for statistical purposes.*

*Ethnicity and gender information is voluntary on the researcher’s part, though we would welcome your support with this. All personal data is confidential.*

* 1. Other Principal Investigator(s), Associate Investigators

Click in row and then click + sign at end of row to add more roles

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Role (co-PI/AI) | Honorific | Name | Iwi affiliation | Department/Programme/Institution |
| Choose an item. |  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Choose an item. |  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Choose an item. |  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Choose an item. |  | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

* 1. Kaupapa Māori mentoring

*Outline if and how Kaupapa Māori mentoring is required for the project to be successful. This will depend on the team composition* *and degree of experience the PIs have in research with Māori. If a Kaupapa Māori mentor is required provide a brief explanation of the mentor’s experience, what role they play and include their CV as per section D below (300 words max).*

**Section Two: Outline of the Proposed Grant**

2.1 Grant Proposal (weighting of 70%)

*Maximum of three pages, including references*

*Ensure that you include:*

* *A description of the intended research collaboration (20%),*
* *Why do you need this TPMARC funding (30%)?*
* *Proposed work-plan for the TPMARC funding (20%)*

*Refer to the guidelines to ensure that you provide detailed answers*

* 1. The External Application Research Topic (weighting 10%)

*Maximum of two pages, including references*

*Ensure that you include:*

* *Description of intended research project;*
* *Name of Funder and External Funding Round;*
* *What level of funding (approximate) do you expect to request from this funder?;*
* *Does the funder pay University overheads? (Yes/No/Partial and %);*
* *Describe the connection to specific external funder(s);*
* *Describe the impact and or benefits that will result from this research.*
  1. **References**

## *(Maximum of one page)*

*Use the standard referencing method for your discipline area. If references are multi-authored, there is discretion to limit the author list to a more convenient number to fit space limitations.*

* 1. **Curriculum Vitae (weighting 20%)**

*Include CVs to demonstrate how the Principal Investigator, Co-Principal Investigator, and Associate Investigators are qualified to undertake and complete this project. CVs for Mentors associated with the application/project must also be included.*

*Use either the standard RS&T or Narrative CV template.*

**Section Three: Budget**

*Provide full details of proposed expenditure in each category below, and transfer totals to Budget Summary table on cover page (2. Summary Description) above.*

*The maximum total amount that can be applied for is $25,000. No overheads are payable on these grants.*

**3.1. Salaries for Direct Staff**

* *include justification of level, number of hours, FTE, nature and type of tasks, role, experience needed.*
* *Salaries for Research Assistants (RAs) should be budgeted using a Costing and Consents Worksheet (CCW) and the University of Otago salary rates for RAs. RA level (e.g. 01- 04) should be commensurate with level of experience required.*

|  |  |
| --- | --- |
| Description (hours or FTE, salary level) | Amount $ |
| *(Expand as required)* |  |

**Justification/Explanation of costs in 3.1**

**3.2. Materials and operating costs**

*Include details of any koha, compensation for study participants here*

|  |  |
| --- | --- |
| Description | Amount $ |
| *(Expand as required)* |  |

**Justification/Explanation of costs in 3.2**

**3.3 Travel, accommodation and other related costs for researchers named on this grant**

*include University travel insurance where relevant*

|  |  |
| --- | --- |
| Description | Amount $ |
| *(Expand as required)* |  |

**Justification/Explanation of costs in 3.3**

**3.4 Other costs not covered in 3.1-3.3**

|  |  |
| --- | --- |
| Description | Amount $ |
| *(Expand as required)* |  |

**Justification/Explanation of costs in 3.4**

**3.4 Summary**

|  |  |
| --- | --- |
| Salaries and salary-associated costs |  |
| Materials and Running Costs |  |
| Travel Costs |  |
| Other |  |
| **TOTAL GST excl** |  |

**Section Four: Ethical Approval**

Applicants should note that if Human or Animal ethical approval is required, funding cannot be uplifted until the approval has been granted and a copy of that approval sent to Research & Enterprise. The University of Otago Policy on Ethical Practices in Research and Teaching Involving Human Participants can be found at: [Ethical Practices in Research and Teaching Involving Human Participants, Academic committees | University of Otago](https://www.otago.ac.nz/council/committees/committees/academiccommittees/ethical-practices-in-research-and-teaching-involving-human-participants)

|  |  |  |  |
| --- | --- | --- | --- |
| 4.1 Does this research require ethical approval? | | Yes | No |
| If Yes: | has approval been sought? | Yes | No |
|  | has approval been granted? | Yes | No |

4.2 Has consultation with the Ngāi Tahu Research Consultation Committee been initiated or undertaken?

Yes □ No □

If **YES**, has consultation reached a conclusion?Yes □ No □

If **NO**, I agree to undertake consultation and bring it to a satisfactory conclusion. Yes □ No □

**Section Five: Signatories**

|  |
| --- |
| Applicant |
| I confirm that:   * All information included in this application is true and correct; and * If successful I undertake to submit an external funding application as per this application.   Name: Enter PI’s name here.  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Either type your name or insert a scan of your signature  Date: Click or tap to enter a date. |

|  |
| --- |
| Head of Department /Programme/ Head of Resource Centre |
| I confirm that, should this application be approved, the resources required for the project will be made available at Departmental/School level. I approve the Principal Investigator’s level of research commitment and I support this application:  The applicant meets the criteria for Early or Mid-Career Staff Yes/No  Name: Click or tap here to enter text.  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Either type your name or insert a scan of your signature  Date: Click or tap to enter a date.  HOD/HORC comments (Required):  *Statement of support and an indication of specific strategic value to the Department. In addition, the HOD must indicate if they are aware of any conflict of interest relating to this application or any other pertinent information that should be brought to the attention of the assessment panel.*  Click or tap here to enter text. |