***FMHS Postdoctoral Society Research Development Grant***

The FMHS Postdoctoral Society offers grants to assist with small research expenses. **The maximum award is NZD 1300**. Funding received from this grant **MUST** be invoiced within three months of award or before 17th November 2024, whichever is earlier**.** Earlier invoicing is encouraged to ensure that unspent funds can be reallocated before the end of the financial year for maximum benefit to the postdoctoral community. We request awards to be mentioned in associated publications and presentations.

This funding **cannot** be used to cover expenses for events that have occurred **before** the application deadline in each round. Salary costs and contributions towards computer purchases will not be funded. For manuscript publication related costs, please apply for our Publishing Grant. The Research Development Grant can support:

1. Travel to attend a conference, meeting, workshop or course
2. Work-related costs (excluding publication costs)
3. Seed funding to start a new collaboration or explore a new idea
4. Funding to visit a collaborator at another New Zealand institution

Joint applications from two eligible applicants are accepted, with the award capped at NZD 2600.

**Deadline for Research Development Grant (Round 1) – 5pm 1st March 2024.**

**Deadline for Research Development Grant (Round 2) – 5pm 12th July 2024.**

**Eligibility criteria:**

The applicant must be employed by The University of Auckland or UniServices in the Faculty of Medical and Health Sciences or the Liggins Institute as a Postdoctoral Fellow, Research Fellow, Senior Research Fellow, or fixed-term lecturer, and Ph.D. qualified at the time of application. Note that if successful, there is a one-year (two rounds) stand-down period before the applicant can reapply for this grant. Please contact us if you are unsure of your eligibility.

**To apply for the FMHS PDS Research Development Grant, please provide the following:**

*Please convert all the following into a SINGLE PDF document prior to submission.*

1. A completed Postdoctoral Society Research Development Grant Cover Sheet.
2. A one-page application outline.
3. Your CV (Please use the NZ-RST CV Template; max 2 pages for part 1, and 3 pages for part 2)
4. Abstract including author names for travel applications and acceptance letter if available.
5. Remove this page from your application.

Submit applications at <https://forms.office.com/r/Q7K7apJuLw>.

**Grant application review**

Grant applications will be reviewed by a panel of peers from the wider faculty. Make sure that your application is understandable by colleagues outside of your field. Grants will be awarded based on each application’s strength in terms of Scientific Merit (40%), as well as benefit to your career (20%), your service contribution (20%), your need for funding (10%), and completeness of the application (10%). Outcomes will be communicated approximately two weeks after the application deadline, including feedback on your application by the review panel.

***FMHS Postdoctoral Society Research Development Grant***

*Please complete the following:*

|  |  |
| --- | --- |
| **Closing Date** | 1st March / 12th July |

|  |  |
| --- | --- |
| **Name** |  |
| **Position** |  |
| **Department** |  |
| **Email** |  |

*Please duplicate the section above if submitting a joint application.*

|  |  |
| --- | --- |
| **Title of Application** |  |
| **Amount Requested** |  |
| **Accept partial funding?** | Yes / No |
| **Received a Research Development Grant?** | Yes/No  If yes, indicate when and for what |
| **Nature of Application** | Travel / Work Related Costs / Seed Funding / Visiting a Collaborator  *(select one)* |

Please complete table below if you are applying for travel funding

|  |  |
| --- | --- |
| **Name of conference/ workshop/meeting/course:** |  |
| **Location/Virtual:** |  |
| **Travel Dates:** |  |
| **Are you submitting an abstract** | Yes/No, please explain if not |
| **Status of submission** | Submitted/accepted for an oral presentation/accepted for a poster presentation (please add confirmation of acceptance if available) |

**Signatures:**

*Unsigned applications will not be reviewed.*

|  |  |  |
| --- | --- | --- |
| **Applicant(s)** | | |
| Name | Signature | Date |
| **Mentor/Supervisor** | | |
| Name | Signature | Date |

**Application outline (1 page maximum)**

**Brief project description**

A brief description of the conference/meeting/ workshop/course you plan to attend, or the work/collaboration proposed. Please indicate whether ethics approval is required, and where appropriate, that it has been granted. For joint applications, your respective contributions to the project.

**Key goals, significance, and benefits to your research career**

**Budget**

Clearly outlining expenses with descriptions and amounts (quotes are NOT required). **Domestic payments should be budgeted excluding GST**. If the budget is above the requested amount, state how the remainder is funded. Please specify how PDS funds will be used if partial funding is requested.

**Service contribution**

A brief summary of your service contribution to the University of Auckland and/or FMHS over the past 12 months (e.g. committee membership, voluntary contributions, role in organising seminars, community outreach).

**CV (5 pages maximum per applicant)**

**New Zealand Standard Curriculum Vitae Template**

*Rows and columns may be expanded or reduced, but a CV must be no more than two pages for part 1 and no more than three pages for part 2. Use Arial 12 point font. Do not alter page margins. Instructions in italics should be deleted before you submit your CV.*

**PART 1**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **1a. Personal details** | | | | | | | | | |
| **Full name** | *Title* | | *First name* | | *Second name(s)* | | | *Family name* | |
| **Present position** | | | |  | | | | | |
| **Organisation/Employer** | | | |  | | | | | |
| **Contact Address** | |  | | | | | | | |
|  | | | | | | | |
|  | | | | | **Post code** | |  |
| **Work telephone** | |  | | | | **Mobile** |  | | |
| **Email** | |  | | | | | | | |
| **Personal website (if applicable)** | | http:// | | | | | | | |

|  |
| --- |
| **1b. Academic qualifications** |

*Delete and start typing here. List in reverse date order. Start each qualification on a new line as per the example:*

*e.g. Year conferred, qualification, discipline, university/institute.*

|  |
| --- |
| **1c. Professional positions held** |

*Delete and start typing here. List in reverse date order. Start each position on a new line as per the example:*

*e.g. Year-year, job title, organisation.*

|  |
| --- |
| **1d. Present research/professional speciality** |

*Delete and start typing here.*

|  |  |
| --- | --- |
| **1e. Total years research experience** | years |

*List any significant interruptions to your career (e.g. sickness, parental leave). Delete and start typing here.*

|  |
| --- |
| **1f. Professional distinctions and memberships (including honours, prizes, scholarships, boards or governance roles, etc)** |

*Delete and start typing here. List in reverse date order. Start each professional distinction on a new line as per the example:*

*e.g. Year / year-year, distinction.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **1g. Total number of *peer reviewed* publications and patents** | Journal articles | Books | Book chapters, books edited | Conference proceedings | Patents |
|  |  |  |  |  |

*Part 2 should include information pertinent to your research proposal. The following sections should not total more than three pages.*

**PART 2**

|  |
| --- |
| **2a. Research publications and dissemination** |

*Expand/reduce the following table as needed, listing publications relevant to your proposal. List in reverse date order.* ***Bold*** *your name in lists of authors.*

|  |
| --- |
| Peer-reviewed journal articles |
|  |
| Peer reviewed books |
|  |
| Peer reviewed book chapters, books edited |
|  |
| Refereed conference proceedings |
|  |
| Patents |
|  |
| Other forms of dissemination (reports for clients, technical reports, popular press, etc) |
|  |

**Abstract including author names (for conference travel applications)**