

## RESEARCH GRANT INFORMATION

### THE NOVEMBER 2021 GRANT ROUND WILL GIVE PRIORITY TO EMERGING RESEARCHERS

**Opening date : 1 October 2021**

**Closing date : 10 November 2021**

### BACKGROUND

The Foundation exists to support and encourage medical research within the Waikato region and to assist the publication of the results of this research. The level of support offered to particular projects will be dependent upon the quality of research proposals and the availability of funds.

As limited funding is available to the Trustees, partial funding may be offered as a grant-in aid for larger projects (to a maximum of \$30,000).

Research proposals are carefully considered by the Grants Committee, which pays close attention to such matters as:

- Aims of the research
- Methodology and research design used
- Sampling methods, size and statistical methods
- Contribution to knowledge
- Māori health advancement & responsiveness
- Research impact in the Waikato region
- Development of early career researchers (before completion of higher degree)

Applicants are encouraged to discuss their proposals with experienced colleagues and the referees that they invite to support their applications. The Grants Committee may seek advice from its own referees whose reports will remain confidential. The Foundation's decision is final and no discussion will be entered into.

### ***Applications for Research Grants***

- (a) Complete the application form on line :  
<https://wmrf.org.nz>

- (b) All successful applications involving human and animal subjects must seek ethical approval. This approval is not required on application, but is required to complete grant funding requirements. Ethics approval must be obtained within six months of Grant approval. A copy of this approval should be forwarded to the administrator to complete the Grant requirements prior to funds being released. For human subjects, online HEDC applications are made at <http://ethics.health.govt.nz>
- (c) A minimum of two referees' reports are required for all submitted proposals. These reports should be from independent researchers; they should not be from the applicant's own team / department or from researchers with whom the candidate has a working relationship (including recent publications).
- (d) Referees' reports should be sent directly to the Foundation. "Please choose referees who do not have close conflicts of interest. See Guidelines on Grant Form." In addition, the committee may seek additional evaluations from independent reviewers that it chooses. Please advise names of any potential reviewers that the applicant believes, for whatever reason, may not give fair reviews. It is the responsibility of the applicant to ensure that the Foundation receives these reports by the closing date. Please include name, position, postal and email addresses of each referee.
- (e) Include the curriculum vitae of the principal researcher(s). The total CV should not exceed 5 pages.
- (f) A detailed budget for the project must be provided. It should clearly indicate which part of the total cost you are asking the Foundation to fund.

**Please note : the Foundation is not registered for GST.**

- (g) Conditions of Allocation of Funds:  
It is a condition of Waikato Medical Research Foundation that the proposed grant funding will be used for the purpose stated on the application form and for no other purpose. Waikato Medical Research Foundation will cover direct costs only. It does not fund any element of overhead recovery nor profit. The Grants are not intended to pay for conference expenses. They do not normally cover travel expenses, unless directly related to conducting research, nor large capital expenditure.
- (h) The Grant is required to be taken up by the end of May 2022. This may be extended at the discretion of the Trustees.

## ***Reporting***

- (a) Successful applicants are required to provide a written final report on completion of the twelve (12) month project. Each report shall include a scientific statement, a financial statement and copies of each publication or report which results from the research. Please include the aim, method, results, discussion and conclusion in your interim and full reports. Extensions to reporting times may be requested via the Foundation's Administrator with explanation.

- (b) If you have previously received a research grant from the Waikato Medical Research Foundation, please ensure you have supplied an interim or final report prior to submitting a new application.
- (c) The contribution of the Waikato Medical Research Foundation should be acknowledged on all publications arising from the research. In some cases, a specific grant may have been provided by an external organisation (e.g. Cancer Society), which should also be acknowledged.
- (d) Awardees should provide an abstract of up to 500 words, suitable for a lay readership, on their project for website purposes and may also be invited to take part in a seminar or public function.

### ***Unspent Grants***

Unspent Grants or parts of Grants must be returned to the Foundation at the completion of the project or as soon as it becomes apparent that the project cannot be completed.

### ***Important Dates***

Application closes: 10 November 2021

Candidates will be notified by: Mid-December 2021

Grants must be uplifted by: End of May 2022

### ***LATE APPLICATIONS WILL NOT BE ACCEPTED***

#### **On Line Applications are forwarded to :**

The Administrator  
Waikato Medical Research Foundation  
Peter Rothwell Academic Centre  
Waikato Hospital  
Private Bag 3200  
Hamilton 3240  
Email: [wmr@waikatodhb.health.nz](mailto:wmr@waikatodhb.health.nz)

## APPENDIX A

**This Check List is for use by applicant who is not applying through the On Line Application form:**

*Check list for use by applicant*

1. Complete fully the application form
2. Arrange a minimum of two referees' reports  
(to be sent direct to WMRF Administrator by closing date)
3. Prepare a detailed budget
4. Curriculum vitae of applicant (5 pages maximum) and participating  
staff (brief, one page)
5. Obtain Certification by head of department / institution
6. Please send Original signed application & 3 photocopies to Administrator
7. Attach application in email to [wmrf@waikatodhb.health.nz](mailto:wmr@waikatodhb.health.nz)
8. Supply bank account details for transfer of funds

## APPENDIX B

If application is successful, provide evidence of Ethics Approval,  
if required