



**New Zealand Aid Programme
Nga Hoe Tuputupu-mai-tawhiti**

Awards for Postgraduate Field Research

Award Regulations

The Ministry of Foreign Affairs and Trade (MFAT), is making available Postgraduate Field Research Awards (the Awards) to assist Masters and Doctoral students meet a proportion of their travel expenses and associated costs in carrying out field research in developing countries.

Goal

The goal of the Awards is to support research by eligible students studying at New Zealand universities on development issues of relevance to New Zealand's development cooperation efforts, and to foster capacity (development field knowledge and research skills) of future New Zealand development professionals.

Objectives

1. Assist postgraduate students studying at New Zealand universities to conduct field research on development issues.
2. Foster body of knowledge and future pool of New Zealand expertise on topics of interest to countries and sectors in which New Zealand delivers aid.
3. Build student capacity for conducting development research, applying practical development field knowledge, and delivering targeted research products to inform policy thinking and development practice.
4. Generate critical analysis and research findings of relevance to the Ministry of Foreign Affairs, developing country partners and other development organisations.

Eligibility

To be eligible to apply for an award applicants must:

- be undertaking the research as part of a New Zealand based Master's degree or Doctorate; and



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- be undertaking the research in a developing country (or multiple countries) where the New Zealand Aid Programme is active
 - have received (or will receive prior to commencement) university ethics approval to conduct the research.
 - have received (or will receive prior to commencement) approval to conduct research from the appropriate government authorities of the country in which research will be conducted.
- The following candidates are ineligible to apply for an award:
- Students supervised by a supervisor of a previous award recipient who did not submit a research report or policy brief.
 - Students receiving a New Zealand Scholarship from the Ministry to undertake a course of postgraduate study in New Zealand
 - Students that have previously received an award for the same research under the same degree programme in an earlier year. However if an applicant has previously received an award but is applying for separate research under a separate degree programme then these applications are eligible.

Number and Value

The number of awards available in any year will be determined by MFAT.

The value of an award is:

- up to NZ\$6,000 for research as part of a Master's programme
- up to NZ\$8,000 for research as part of a Doctoral programme.

Costs eligible to be covered by an award:

- international and national flights (cheapest available economy fares)
- travel and health insurance
- domestic travel such as bus, ferry, taxi and train (cheapest available, safe and practical means)
- safe accommodation at an appropriate and reasonable cost
- daily allowance of \$40 (to contribute towards food and incidental costs)
- other reasonable costs critical to success of the research (such as interpretation or translation support) at MFAT's discretion.



Selection Criteria

The criteria used to select the most suitable applications will be:

1. Quality of the Research Proposal.
2. Relevance of the proposed research to the priorities of the Ministry of Foreign Affairs and Trade's Pacific and Development Group.
Applicants should note that while research is allowed within Africa & ASEAN the focus of MFAT remains on the Pacific. Particular consideration will be given to applications that demonstrate direct relevance to New Zealand Aid Programme priorities in the relevant country.
3. Potential of the proposed research to contribute to development knowledge, policy or practice.
4. Capacity of the applicant to carry out the proposed research and demonstrated commitment to development (e.g. through previous employment, understanding of country context, experience in country, language capability, support in country, previous study and study visits).
5. Applications are complete, with all required documents.

It is the applicant's responsibility to check that all documentation is appropriate, up to date and included in the application.

Selection

The Selection Committee will usually consist of:

- at least 1 member nominated by MFAT.
- at least 1 academic member with expertise in Development Studies or related fields.

The Selection Committee will consider eligible applications as soon as possible after the closing date. Applicants will be advised of the results of the committee decisions after the meeting.

If in the opinion of the Selection Committee there are no applications of sufficient merit then no awards will be made.

The decisions of the Selection Committee are final and no correspondence will be entered into concerning those decisions.

Tenure

The field research supported by an award must be carried out in the year following the year of application.

The award must support research taking place over a minimum period of four weeks.



Award holders may hold other awards, scholarships and prizes but must be able to demonstrate that the total amount of other funding received towards their field research costs is less than the total budgeted cost of their field research.

Award Payments

Award payments will be made in two instalments into the award holder's New Zealand bank account.

The first instalment will be 70% of the value of the award.

This instalment will be available after the award holder has formally accepted the terms and conditions of the award and has delivered proof of country and ethics approvals. It will be paid as soon as possible after all required documentation has been delivered to DevNet.

The second instalment will be the remaining 30% of the value of the award.

This instalment will be paid after the field research has been completed and is subject to:

- delivery of a completed Research Brief that answers the key questions in the template provided with confirmation from the award holder's supervisor that the research has been conducted according to the Research Proposal.
- delivery of a completed Questionnaire.
- delivery of written confirmation from the award holder that the funds have been used according to the research budget.

It is the award holder's responsibility to arrange for this information to be delivered to DevNet within 4 months of completing the field research.

Obligations of Award Holders

As a condition of acceptance award holders will be asked to commit to the following obligations:

- to not change without prior approval from the chair of the DevNet Steering Committee:
 - the period of time that you will be conducting the field research (in weeks)
 - the country in which the field research will be conducted.
 - the overall subject matter and objectives of the field research.
- to provide a Research Brief to DevNet, within 4 months of completing the field research.
- to return a completed Questionnaire.
- to deliver an electronic copy (preferably PDF) of their completed postgraduate thesis to DevNet.
- to accept invitations from MFAT to make presentations to appropriate audiences on the aims, experiences and results of their field research.



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- to behave professionally and considerately while conducting research and to avoid any course of action or conduct which would reflect adversely on New Zealand.

The Research Brief

The Research Brief should address key questions set out below, and be no longer than 4 pages. You can determine how best to present your research.

- What are your key findings?
- What is important to know about the context of the issue your research responds to?
- What are the implications for development practice, policy or knowledge?
- What are the limitations of this research, and what areas would you suggest that future research consider?

The Research Brief must be approved and authorised by the award holder's academic supervisor and be submitted electronically to DevNet within 4 months of completing the field research.

The information provided in the Research Brief may be used by MFAT to inform development policy and practice, and may be shared with others in New Zealand and overseas.

Administration

This Award programme is administered jointly by DevNet and MFAT.

Power to Vary

MFAT may at any time vary or revoke any rules or regulations relating to this Award programme, consistent with the general purposes of the Award.