
**New Zealand Foreign Affairs and Trade
Manatū Aorere**

Postgraduate Development Research Awards

Award Regulations

The Ministry of Foreign Affairs and Trade (MFAT), is making available Postgraduate Development Research Awards (the Awards) to assist Masters' and Doctoral students meet a proportion of their expenses in carrying out research on development issues.

A. 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.

B. Objectives

1. Assist postgraduate students studying at New Zealand universities to conduct 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.

C. 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
- be undertaking the research on 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 on 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 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.

D. Contingency Plan

The intention of the awards is to support field research. However, sometimes factors beyond the applicant's control (e.g. COVID-19) will prevent this. Thus, each applicant must submit a contingency plan (Plan B) along with their application. This Plan B will provide an alternative methodology for undertaking the research, in the event that travel to the field site (Plan A) becomes infeasible.

E. Number and Value

The number of awards available in any year will be determined by MFAT. The value of an award is:

- research as part of a Master's programme
Plan A: NZ\$6,000 Plan B: NZ\$3,600
- research as part of a Doctoral programme
Plan A: NZ\$8,000 Plan B: NZ\$4,800

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.

F. Selection Criteria

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

1. Quality of the Research Proposal.
 - Well-researched and clearly presented
 - Appropriate methodology
 - Feasible plan of execution
2. Relevance of the proposed research to MFAT's development cooperation efforts towards the Sustainable Development Goals, and our Pacific priorities.
 - Applicants should note that the focus of MFAT remains on the Pacific. While research is allowed in other regions, the application must be able to demonstrate direct relevance to New Zealand Aid Programme priorities in the relevant country. Information on MFAT's priorities is available on the Ministry's website.
3. Potential of the proposed research to contribute to development knowledge, policy, or practice. Special consideration will be given to applications that indicate a clear link to development issues being prioritised by MFAT.
4. Supervisor Recommendation on the capacity of the applicant to carry out the proposed research and their 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). Special consideration will be given to students intending to contribute to the development profession at the end of their programme.
5. Applications are complete, with all required documents included.

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

G. 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.

H. Tenure

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

The award must support data collection 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 research.

I. Award Payments

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

Award payments to execute **Plan A** will be made in three instalments. The first instalment will be 50% 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 will be paid as soon as possible after all required documentation, as per the eligibility requirements, has been delivered to DevNet. The second instalment will be 20% of the value of the award. This will be available once the award holder commences fieldwork.

Award payments to execute **Plan B** will be made in two instalments. 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 will be paid as soon as possible after all required documentation, as per the eligibility requirements, has been delivered to DevNet.

For both Plan A and Plan B awardees, the final 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 Policy 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 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.

J. 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 Policy Brief to DevNet, within 4 months of completing the field research, which must be:
 - approved and authorised by the award holder's academic supervisor,
 - released by the researcher to MFAT, so that it may be used to inform development policy and practice and be shared with others in New Zealand and overseas.
- 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.
- to behave professionally and considerately while conducting research and to avoid any course of action or conduct which would reflect adversely on New Zealand.

K. Administration

This Award programme is administered jointly by DevNet and MFAT.

L. 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.