## Short Term, Contestable, Seed-Funding Initiative Process 2018 - 2021

**Funding**

The NZ Food Safety Science & Research Centre is making $100,000 available for up to 10 food safety-related short-term, contestable seed-funding initiatives. Preference will be given to initiatives that:

* Align with the NZFSSRC Strategy
* Show strong evidence of collaboration
* Demonstrate benefit for NZ public health and/or international trade
* Demonstrate Industry engagement
* Show a clear pathway to future research opportunities

The NZFSSRC Science Leadership Team will consider and short-list applications, following which their recommendations will be considered by the NZFSSRC Governance Board.

These initiatives will be funded from the NZFSSRC’s research funding allocation.

## PROCESS

|  |  |
| --- | --- |
| **Activity** | **Responsibility** |
| A request for a seeding project is initiated using the attached form, submitted to the Centre Manager | Science Leadership Team (SLT) |
| 🡫 |  |
| All requests are submitted to the Manager for collation | Manager |
| 🡫 |  |
| SLT meets to discuss and recommend preferred applications to the Board | SLT |
| 🡫 |  |
| Recommendations are considered by the NZFSSRC Governance Board | Board |
|  |  |
| Applicants are notified of the outcome of the application | Manager |
| 🡫 |  |
| A contract with the successful institution is arranged to give effect to the initiative | Manager/Collaborating Institution  |
| 🡫 |  |
| The contract process is followed and the project instigated | Collaborating Institution  |
| 🡫 |  |
| Massey University is invoiced by the collaborating institution as per Schedule 1 to the contract | Institutions |

## REVIEW

The Manager will review this process annually.

**RELATED DOCUMENTS**

Short-Term, Contestable, Seed-Funding Initiative Application Form

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|  |  |
| --- | --- |
| **Project Title** |  |
| **Start Date** |  | **Finish Date** |  |
| **Detailed Budget:**  |
| Travel | Airfares |  |
|  | Accommodation |  |
|  | Daily Allowance |  |
|  | Transport |  |
| Workshop Costs | Venue Hire |  |
|  | Catering |  |
|  | Facilitation  |  |
| Other (please specify) |  |  |
|  |  |  |
|  | **Total** |  |
| **Other sources of funding** |  |  |

|  |  |  |
| --- | --- | --- |
| **Project Team:** | **Institution** | **Name** |
|  |  |
|  |  |
|  |  |
|  |  |
| **Industry Liaison:** |  |  |

|  |
| --- |
| **Project Goal/s:**  |
| **Links to NZFSSRC Research Goal/s:** |
| **Project Background:**  |

|  |
| --- |
| **Links with Other Projects:** |
| **Links with Other Organisations (including Industry):** |
| **Project Abstract** |

|  |
| --- |
| **Methods:**  |
| **Outcomes (Including benefits for New Zealand partners, Industry and New Zealand Inc):**  |
| **Next Steps: (Links to future research opportunities)**  |
| **Reporting:** | Progress Report/s due | (Date) |
| Final Report due | (Date) |
| Report/Article for CRCC website due | (Date) |
| **Communication of Outcomes:** |
| * Confidentiality
 |
| * Publications
 |
| * Publicity
 |
| **Intellectual Property:** |

**Submitted by:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date:** \_\_\_\_\_\_\_\_\_\_\_\_