|  |  |
| --- | --- |
| \\staff.hcs-p01.otago.ac.nz\corp-rd\UserShare\hulti19p\Documents\Custom Office Templates\UoO Logo - Portrait.jpeg | University of Otago Research Committee 2025 University of Otago  Prestigious Writing Grant  **Submit to your Research Advisor by Wednesday 22nd May 2024** |

Title of Research Output

Insert title of research proposal.

Panel: Choose...

Applicant

|  |  |
| --- | --- |
| Name (with title) | PI’s name. |
| Department(s) | Click or tap here to enter text. |

Associate Authors (if applicable)

Click in row and then click + sign at end of row to add more roles

|  |  |
| --- | --- |
| Name (with title) | Department/Institution |
| Click or tap here to enter text. | Click or tap here to enter text. |

Other Funding

|  |  |  |
| --- | --- | --- |
| Applied/Applying to other Funder for same/related publication? | |  |
| Name of funder | Click or tap here to enter text. | |
| Amount ($) | Click or tap here to enter text. | |

Type of Research Output (tick one)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Monograph |  |  | Book (edited collection) |  |
| Book (Multi author) |  |  | Other (name) | Enter text. |

Name the intended Publisher/Production Agent (Attach evidence (see Section Three Below)

Click or tap here to enter text.

Amount Requested (GST exclusive):

|  |  |
| --- | --- |
|  | Total |
| Direct Salaries and Salary Related costs  (please itemise) |  |
| Other (please itemise) |  |
| Total | $ 0.00 |

When compiling you costs, Humanities applicants should consult [Fixed-term Academic Staff-Guidelines Concerning Rates of Pay](https://www.otago.ac.nz/humanities/otago060018.pdf)

Summary of Proposed Research Output

(200 words maximum)

Click or tap here to enter text.

Section One: Please Complete All Questions

Use 11 Point Arial Font

**Note:** This Section should be no more than Three Pages (excluding references).

1. Explain why the research output is substantial and in what ways its completion and publication will enhance your research standing within your discipline.

Click or tap here to enter text.

1. Explain why this research output requires additional support over and above research and study leave.

Click or tap here to enter text.

1. Provide a detailed timeline and description of the set of activities that will occur during the period of the grant that will ensure completion of the research output.

Click or tap here to enter text.

1. Explain how the funding will be expended by the Department to support you to complete the research output.

Click or tap here to enter text.

1. What will this publication lead to in terms of impact and future research opportunities (e.g. funding, collaborations, invitations etc.)

Click or tap here to enter text.

1. Explain the high standing in your discipline area of the intended publisher or producer

Click or tap here to enter text.

Section Two: Curriculum Vitae

*Please complete the curriculum vitae. 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 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)** | |  | | | | | | | |

|  |
| --- |
| **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 |

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

*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, book chapters, books edited |
|  |
| Refereed conference proceedings |
|  |
| Patents |
|  |
| Other forms of dissemination (reports for clients, technical reports, popular press, etc.) |
|  |

Section Three: Letters of Support

(Applicant to Complete)

**Note:** It is the applicant’s responsibility to ensure the reference is received by the due date.

| External Referee |  |
| --- | --- |
| Title/First Name/Last Name | Click or tap here to enter text. |
| Department/Unit | Click or tap here to enter text. |
| Institution/Organisation | Click or tap here to enter text. |
| City/Province | Click or tap here to enter text. |
| Country | Click or tap here to enter text. |
| Expertise | Click or tap here to enter text. |
| Relationship to Applicant | Click or tap here to enter text. |

| Publisher/Editor/Producer |  |
| --- | --- |
| Title/First Name/Last Name | Click or tap here to enter text. |
| Institution/Organisation | Click or tap here to enter text. |
| City/Province | Click or tap here to enter text. |
| Country | Click or tap here to enter text. |
| Expertise | Click or tap here to enter text. |

Append editor/publishing committee/producer comments to this section

Click or tap here to enter text.

Section Four: Head of Department / Head of Resource Centre

I confirm that should the grant be approved

|  |  |
| --- | --- |
| 1. The proposed research output will **significantly support** the applicant’s research standing |  |
| 1. The funding will be expended as outlined in this application |  |
| 1. The applicant is not in receipt of other University of Otago Research Committee funding |  |
| 1. The applicant will not be on RSL, leave without pay or planning to retire within the next **semester** |  |
| 1. (if applicable) The applicant meets the criteria for **Early Career Staff**. |  |

|  |  |
| --- | --- |
| HOD/HORC Name: | Click or tap here to enter text. |
| Signature: |  |
|  | Insert electronically |
| Date: | Click or tap to enter a date. |

HOD/HORC Comments in Support of this application

Please comment on the significance of the research output, the standing of the publication and the output’s significance in relation to the applicant’s research career.

Click or tap here to enter text.

HOD/HORC

Please indicate if you are aware of any conflict of interest related to this application or any other pertinent information that should be brought to the attention of the assessment panel.

Click or tap here to enter text.

Section Five: Signatory Page

|  |
| --- |
| Applicant |
| I confirm that all information included in this application is true and correct  Name: PI’s name.  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Insert electronically  Date: Click or tap to enter a date. |