

# Otago Medical School Foundations Trust 2025 Dean's Bequest Round



## Building Research Capacity at the Faculty of Medicine - Dunedin

Applications are invited for grants from the Otago Medical School Foundation Trust to support research projects in 2026.

**All funds must be used by 31st December 2026.**

Applications must be submitted electronically to [hurs@otago.ac.nz](mailto:hurs@otago.ac.nz)  
by: **Sunday 5<sup>th</sup> October at midnight.**

**Eligibility:** Applications are invited from all staff of the Faculty of Medicine - Dunedin

- whose appointment at the Faculty of Medicine - Dunedin includes research FTE, and
- who have confirmed salary for at least one year beyond the proposed project end date.

### Applicants should note:

- A total of \$107,000 is available. Requests for funding in the range of \$10,000 - \$55,000 are expected. Requests for more funding must demonstrate exceptional strategic value.
- Applications will be reviewed by a panel chaired by the Associate Dean Research. The panel will recommend the award to the Dean of the Faculty of Medicine - Dunedin.
- Results of the funding will be notified by mid-November 2025.
- Applicants are advised to utilise the Research Administration System (RAS), to create a "Quotation Record" to ensure their budget is adequate.
- You are welcome to contact your Research Advisor prior to the submission date for advice or review.
- The reporting requirements will be set out in the award letters. A final report will be required within three months of the completion of the study.
- **Applicants who have overdue final reports for previous grants are asked not to apply.**
- The Application Form follows. Note the page limit for Section 2. **Late or non-compliant applications will be deemed ineligible.**
- The Otago Medical School Foundations Trust is not a source of salary for the Principal Investigator, other indirect salaries, overheads or funding to support stipends for summer research, Masters or PhD students. Requests for a piece of equipment costing more than \$2,000 or conference related expenses will not be funded.
- Applications for projects to support or to strengthen applications that were highly ranked but unsuccessful with the HRC, Marsden, or MBIE are encouraged.

Studies in the areas below are encouraged since some bequests specifically target these areas.

- Cancer Research
- Medical Research
- Cardiac conditions

## **Assessment Criteria**

### **Assessment of the Applicant:**

1. While experienced researchers are encouraged to participate, special consideration will be given to applications led by well-supported staff with limited research experience or early in their research career.

### **Assessment of the Study:**

2. The feasibility and quality of the research idea and study design. **Timelines will be scrutinised as all funds must be used by 31st December 2026.**
3. The extent to which the application represents the development of a research theme, idea or hypothesis that has potential for growth.
4. The extent to which this project seeks to support or address Māori Health Advancement. This includes collaborative and empowering approaches.
5. The potential for this project to lead to work that attracts future funding by external organisations, specifically considering their funding priorities.

### **Assessment of the Wider Team:**

6. The collaborative expertise and ability of the team to complete the research. This includes an evaluation of their track record, in particular how the team has utilised previous DSM-administered grants to develop their research programme or group.

**Application Form follows please delete the information above**

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Applications must be submitted as PDFs to: [hrs@otago.ac.nz](mailto:hrs@otago.ac.nz)

Any application that does not comply with the stated page limit or use the NZ RS&T CV template will be withdrawn from the funding round.

Closing date: midnight Sunday 5<sup>th</sup> October 2025

### SECTION 1: Overview and Principal Investigator

<b>Project title</b>	
<b>Applicant (Principal Investigator) details</b>	[Title] [Name] [Current position and FTE employed for duration of project] [Department, Institution] [Email address] [Phone number]
<b>Project Timeframe</b>	[number of months] (from [start month] to [end month])
<b>Total funds requested ex. GST</b>	
<b>Lay Summary of Research</b> (150 words in language comprehensible to the non-specialist)	
[type here]	
<b>Is this project related to any of these target areas for bequests?</b> Select all that apply	
<input type="checkbox"/> Cancer Research	<input type="checkbox"/> Medical Research
<input type="checkbox"/> Cardiac conditions	

## SECTION 2: Description of project

Maximum 3 x A4 pages, including references

In this section you should consider the assessment criteria and address

- the gap in the evidence and why is it strategically important to address it (brief);
- the overall design of the study and methods to be used;
- facilities available and where the project is to take place;
- how the project will build to a more substantial research endeavour;
- how the project meets the priorities of external funders, including Impact & Māori Advancement.
- provide a detailed timeline that shows how the project can be successfully completed before 31 December 2026.

(Delete notes above)

### 1. Background & significance

[type here]

### 2. Methods, experimental design, facilities available

[type here]

**3. Timelines** (including start and end dates, key milestones, including - ethics and other regulatory requirements, HR processes)

[type here]

### 4. Strategic alignment and Māori health advancement

[type here]

### 5. References

[type here]

### SECTION 3: Budget

**Project Budget - Details of Financial Support Requested** (ex. GST; delete *examples* provided; add or delete rows as needed)

Item Requested	Detailed Justification	Total Cost
<b>Salaries (for support staff, including associated costs)</b>		
Research Assistant	<i>RAN03 - 3 hrs p/w for 2 months, including ACC &amp; superannuation</i>	\$6,200
<b>Working Expenses</b>		
Photocopying	<i>Info and Consent forms 100 participants</i>	\$200
Laboratory Consumables	<i>Reagents and test tubes based on past experience of similar projects</i>	\$2,000
Transcription	<i>20 Interview @ 1.5 hrs = 30hrs x \$40 p/hr</i>	\$1,200
<b>Equipment (Minor equipment only)</b>		
Dictaphone	<i>We will need to record interviews for transcription. (DS240 Digital Voice Recorder or similar)</i>	\$500
<b>Total Requested (ex. GST)</b>		<b>\$</b>

**Details of other relevant applications under consideration led by any named investigator on this application. Describe any overlap.** Include financial support from Departments

[type here]

### SECTION 4: Investigator team and track record

**1. Roles** and time commitment for the project, and relevant experience, of PI, all AIs and other named or unnamed personnel (up to one half page)

[type here]

**2. Previous grants.** Please list all grants related to this research project awarded in the last 4 years to any member of the team (including from DSM or other local funders e.g. HCOCT, OMRF, UORG, Anderson Trust, Dean's Bequest, James Hume Bequest).

*Please include project title, funding body, dates & \$ amount, and confirmation that the final report was / will be submitted to the funder. Briefly describe the relevant outputs for any projects (papers published or accepted; policy documents; external grant applications). Provide a short update on progress of current projects.*

[type here]

**3. CVs**

Please provide a standard NZ RS&T CV for the PI and one other key member of the team.

[https://gateway.hrc.govt.nz/funding/downloads/HRC\\_NZ\\_standard\\_CV\\_template.docx](https://gateway.hrc.govt.nz/funding/downloads/HRC_NZ_standard_CV_template.docx)

You may send these with the application as separate PDFs.

## SECTION 5: Head of Department Endorsement

- **Optional:** Statement of support and an indication of specific strategic value to the Department.

As HoD, I declare that, to the best of my knowledge, our Department is able to secure sufficient funding for the applicant for the length of this study.

HoD name		
HoD signature		Date: