2026 Pacific Health Research Career Development Awards Application Form

Module 1A of the application must be completed on HRC Gateway to register the application and receive an HRC Reference ID#. This application form contains a Coversheet, Module 1 section 1B-1F, Module 2, Module 3 and Sections 4A-4D of Module 4. Supporting documents (as listed in Section 4D) are now required to be uploaded separately in HRC Gateway. For Postdoctoral Fellowships, the Budget Excel file for Sections 4E-4F of Module 4 must be uploaded separately. Module 5 contains Named Investigator CVs that are uploaded separately. Module 6 is the research classification of the research that must be completed online.

This form must be downloaded and completed by applicants before being uploaded to HRC Gateway as a pdf file. The complete application with all Modules will be generated by HRC Gateway for downloading and printing.

# COVERSHEET

HRC Ref ID#: Click here to enter text.

First named investigator: Click here to enter text.

See the **2026 Pacific Health Research Career Development Awards Application Guidelines** for details on how to use this form.

This COVERSHEET is for identification purposes. It will be replaced by the online pages (Module 1) in the final submitted application compiled by HRC Gateway (<https://gateway.hrc.govt.nz>).

Information can only be entered in the fields indicated. Enter the details above before going to Section 1B.

When completed, save this form as a pdf file before uploading to Gateway. In the pdf version of this document, Section 1B must begin on a new page.

Hints for adding content to forms

* Form fields use Arial 10-point font as the default, although bold and underlined variations are acceptable.
* Create a draft document using Arial 10-point font and then copy into this form in the designated places to avoid reformatting headings.
* Instructions are useful to the reader, so leave these in place.
* Ensure adequate white space so your application can be easily read.
* Referencing with bibliographic software, such as Endnote, may not function in this form. Copy Endnote lists from the draft as text only.

MODULE 1: APPLICANT INFORMATION

## Section 1B: Personal information

**Details of indigenous Pacific descent**

**Pacific descent:** Click here to enter text.

|  |  |  |
| --- | --- | --- |
| Indicate which Career Development Award you are applying for ***(select one only)*** | | Tick |
| Masters | Pacific Health Research Masters Scholarship |  |
| PhD | Pacific Health Research PhD Scholarship |  |
| Clinical | Pacific Clinical Research Training Fellowship |  |
| Postdoctoral | Pacific Health Research Postdoctoral Fellowship |  |
| Davis | Sir Thomas Davis Te Patu Kite Rangi Ariki Research Fellowship |  |

***See explanatory notes for descriptions***

|  |  |  |
| --- | --- | --- |
| Will you be employed during the time of your award? | | Yes/No |
| Note: the HRC expects that any doctoral/post-doctoral award will be taken up on a full-time basis. Any alternative will be assessed on a case-by-case basis. If this is the case, ensure that sufficient justification is detailed below. | |  |
| If answered **Yes**, give details | | |
| Place of employment |  | |
| Hours per week |  | |
| Justification and a brief explanation of how you will manage your research workload while working |  | |

**Description of applicant’s field of interest**

Click here to enter text.

**Overview of research/work previously undertaken by applicant**

Click here to enter text.

## Section 1C: Career plans (one page)

Describe your background and previous research experience, career potential and how the award will support your development as a health researcher. If you have found it difficult to be involved in health research or find an established health research environment, team or supervisors in your chosen field, highlight this barrier.

Click here to enter text.

## Section 1D: Academic support

Provide details of research supervisor(s) and/or other investigators on this research if applicable:

Click here to enter text.

|  |  |  |
| --- | --- | --- |
| Research Supervisor(s) and/or other Investigators on this research (if applicable) | | |
| Title, first name, surname | Role | Institution/Organisation |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Reasons for selecting supervisor(s)/other investigators:

Click here to enter text.

## Section 1E: Applicant academic transcript

Upload a JP-certified copy of your academic transcript or professional qualifications to HRC Gateway.

## Section 1F: Applicant CV

Upload your CV to HRC Gateway as a separate PDF file. The details in your CV should match your application. Use the CV template available on HRC Gateway, and follow the instructions provided in the template.

MODULE 2: RESEARCH INFORMATION

## Section 2A: Overview of proposed research (six-page limit)

### Timelines (use Gantt chart)

Click here to enter text.

### Health significance

Describe why this research is important and why it needs to be done in New Zealand. Clearly describe how your research has a clear line of sight to improving health and economic outcomes and aligns with HRC priorities. Click here to enter text.

### Research design and methods

Click here to enter text.

### Dissemination of results

Click here to enter text.

### Potential for realising health/economic gains for New Zealand (Postdoctoral Fellowship only)

Click here to enter text.

### Indication of iwi and/or community support for the research (if relevant)

Click here to enter text.

MODULE 3: REFERENCES

Click here to enter text. Your reference list needs to fit on a single page. Place an asterisk beside your publications. Provide references in full and state full authorship (for example, not Smith et al). Endnote lists must be copied into a plain text editor before pasting them here.

MODULE 4: CONTRACT INFORMATION

## Section 4A: Contract information

Outline costs associated with your study ***(Masters and PhD Scholarships only)***. *Ensure that all costs associated with the scholarship are listed below (stipend, tuition fees, tufungatika allowance, thesis binding, etc).* ***Any costs not entered here cannot be claimed from HRC if the application is successful****.*

|  |  |
| --- | --- |
| Item | Costs |
| Fees (total) |  |
| Stipend (total) |  |
| Tufungatika allowance |  |
| Other |  |
| **Total** |  |

Has the host institution/Ooganisation committed to the financial support of this research?

Click here to enter text.

Complete the following table ***(Postdoctoral Fellowship & Davis Fellowship only)***.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Full name | *Title* | *First name* | *Second name(s)* | *Family name* |
| Host organisation |  | | | |
| Qualifications at time of application |  | | | |
| Title of award application |  | | | |
| Start date and duration |  | | | |
| Agreed salary[[1]](#footnote-2), $ |  | | | |
| Agreed grade |  | | | |

Declaration – I have read the attached application and confirm that the institution named above has agreed to the nominated salary.

### Justification of research staff *(Postdoctoral Fellowship, Clinical Research Training Fellowship & Davis Fellowship only)*

Click here to enter text. Explain and justify the role of personnel who will be associated with the research, including supervisors or investigators not funded through this award. These may be research assistants, technicians, medical staff, interviewers, support staff or similar, who have specific FTE involvements listed in Section 4F.

## Section 4B: Previous / current contracts and awards

List previous / current contracts awarded to **applicant** within the past five years.

|  |  |
| --- | --- |
| Funding agency |  |
| Title of research |  |
| Investigators |  |
| Start date and duration |  |
| Total value |  |
| Nature of support, role and FTE of the applicant |  |
| If HRC contract (HRC Ref #), are **all** due reports filed? Reason if due report not submitted? |  |

Click here to paste in as many copies of the above table as required.

## Section 4C: Other support

### Other research applications awaiting decision

Through your research office, you will need to advise the HRC of the outcome of these research applications.

|  |  |
| --- | --- |
| Names of the grant/fellowship and funder |  |
| Title of research |  |
| Investigators |  |
| Start date and duration |  |
| Total value |  |
| Date of outcome |  |
| Areas of overlap with this application. HRC Ref ID#? |  |

Click here to paste in as many copies of the above table as required.

### Co-funding

What other agencies or end-users have been approached or committed to joint or partial funding of this research?

Click here to enter text.

### Financial interest(s)

Do you or any named investigator have a financial interest related to the research or sponsorship of the research?

Click here to enter Yes or No.

If yes, outline below and provide details of your conflict of interest management strategy.

Click here to enter text.

## Section 4D: Letters of collaboration/support documents

You will need to upload evidence of collaboration/support. These documents should be uploaded as separate PDF files under ‘letters of collaboration/support documents’ on HRC Gateway. A list of uploaded documents will be automatically included in the system-generated PDF version of your application form.

You will need to provide:

* letters of support from supervisor(s) stating their supervisory and resource arrangements during the tenure of the proposed award
* a JP-certified copy of your academic transcript or professional qualifications
* letters of support from any individuals or organisations who are contributing their time but are not receiving payment
* any relevant letters of collaboration to support your application. These should outline how the interested party intends to contribute resources or to be actively involved in the proposed placement and research activity, not simply to state that this work is necessary. Please ensure that any other organisation providing a letter of collaboration recognises their intended commitment to the conduct of the proposed activity and timeline of their involvement
* Memoranda of Understanding (MOUs) or letters of support for any individuals not employed by your host organisation and will receive a salary or budget through this career development award (if within your award’s specific budget allowances).

1. Note: the salary amount must be the same amount reflected in the budget or the lesser total may be taken [↑](#footnote-ref-2)