



Te Kāwanatanga o Aotearoa
New Zealand Government

hrc nz Health Research Council
of New Zealand
Te Kaunihera Rangahau Hauora o Aotearoa

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2026 Pacific Health Research Career Development Awards Application Guidelines

These Guidelines apply to:

Career Development Awards

Pacific Health Research Masters Scholarship

Pacific Health Research PhD Scholarship

Pacific Health Clinical Research Training Fellowship

Pacific Health Research Postdoctoral Fellowships

Sir Thomas Davis Te Patu Kite Rangi Ariki Fellowship

Research Development Awards

Pacific Health Research Summer Studentship

Pacific Health Research Knowledge Translation Grant

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Part A: The Health Research Council Career Development Awards

This section outlines the **HRC Pacific Health Research Career Development Awards and Research Development Awards**, including:

- an overview of the different award types, including the maximum value and duration
- the HRC priorities
- an overview of the application process, including key dates.

1. Pacific Health Research Career Development Awards

The HRC Career Development Awards (CDA) provide research training opportunities for people who will contribute to improving health and economic outcomes for all New Zealanders. A range of awards is also available to support emerging health researchers undertaking postgraduate research qualifications.

This section provides an overview of each Pacific Health Research Career Development Award. For further information on each award type and its specific eligibility criteria, refer to Part D.

1.1 Master's Scholarship

The Master's Scholarship provides up to \$20,000 towards one year of personal support, plus tuition fees, and a \$1,000 tufungatika allowance, for students completing the research component of a Master's degree in any discipline whose proposed research programme will contribute to improving health and economic outcomes for Pacific peoples. Working expenses are not included in this award.

1.2 PhD Scholarship

The PhD Scholarship provides three years of personal support of up to \$30,000 per annum, plus tuition fees, up to \$10,000 in total research working expenses, and a \$3,000 tufungatika allowance, for outstanding graduate students in any discipline whose proposed research programme will contribute to improving health and economic outcomes for Pacific peoples.

1.3 Clinical Research Training Fellowship (CRTF)

The CRTF provides an opportunity for Pacific medical, dental, psychology, nursing and allied health professionals who have a **current** clinical role to undertake a PhD or equivalent qualification in any discipline whose proposed research programme will contribute to improving health and economic outcomes for Pacific peoples. The Fellowship provides up to \$80,000 per annum for the fellow's **stipend** and university fees plus research costs of \$20,000 for a three-year full-time fellowship. The fellowship has a total maximum value of \$260,000 (fellow's stipend, university fees, and research costs).

1.4 Postdoctoral Fellowships

The Postdoctoral Fellowships are available to applicants from all disciplines undertaking a research programme, which will contribute to improving health and economic outcomes for Pacific peoples. Postdoctoral Fellowships must commence within five years of completion of a PhD. The fellowships are to the value of \$105,000 for research associated costs plus a salary, which is negotiated through the host institution, for up to four years.

1.5 Sir Thomas Davis Te Patu Kite Rangi Ariki Research Fellowship

The Davis Fellowship is available to support emerging health researchers who have demonstrated outstanding potential to develop into highly skilled health researchers. Applicants must have held a PhD or an equivalent degree for a minimum of six years but no more than 10 years. The fellowship is to the value of \$600,000 over four years, comprising a total of \$100,000 for research expenses, and \$500,000 for salary and all other associated costs.

2. Pacific Health Research Development Awards

This section provides an overview of each Pacific Health Research Development Award.

For further information on each award type and its specific eligibility criteria, refer to Part E.

2.1 Summer Studentship

The Summer Studentship provides \$7,500 to introduce research to those students who have the potential to develop a career in Pacific health research and contribute to Pacific health gains. Applications are sought from students undertaking health-related courses wishing to be involved in a research project focused on improving Pacific health outcomes over the summer vacation.

2.2 Knowledge Translation Grant

The Knowledge Translation Grant provides funding to disseminate health research knowledge and outcomes that key stakeholders (e.g. iwi, community, health providers, Ministry of Health, Te Puni Kōkiri) have identified as beneficial and important for future use, including policy and health service development. The HRC recognises the importance of dissemination and the various forms it can take depending on the target audience. A grant of up to \$5,000 is available.

3. HRC priorities

All HRC investment must have a clear line of sight to improving health outcomes for all New Zealanders, with a focus on areas of highest health need and communities with the highest health needs ¹.

New Zealand's investment in health research must contribute to achieving the goals of the health system and the science, innovation and technology (SI&T) sector. It is important to consider and identify how your research will add value and contribute to these goals and wider system performance. The vision for the health system is timely access to quality healthcare ². A key focus for the science system is to harness the benefits of research and innovation to drive economic transformation.

4. Key dates

Event	Description	Date (1pm)
CDA applications open	Open date for creating registration and CDA applications on HRC Gateway	4 June 2025
Registration closes	Deadline for creating a registration	23 July 2025

¹ Areas of highest health need and communities with the highest health needs are identified in the Government Policy Statement on Health 2024-2027

² The Government Policy Statement on Health (2024-2027) outlines five priority areas; five non-communicable diseases; five modifiable behaviours; five health targets; and five mental health targets.

Applications due	Deadline for submitting applications	23 July 2025
Interview	Interview for Sir Thomas Davis Te Patu Kite Rangi Ariki Research Fellowship	Late August
Outcomes released	Applicants will be notified through their Research Office and on HRC Gateway	9 October 2025

5. Application assessment process

Applications are assessed by a multidisciplinary Pacific Health Research CDA Assessing Committee. Details on the assessment process are provided in Part D and Part E of these guidelines.

The assessing committee will primarily focus on the candidate and their potential development as a health researcher during the term of an award, as well as consider the potential contribution of the health research project to improving Pacific health outcomes. However, please note that HRC awards are highly competitive, and all criteria will be considered when assessing your application.

The HRC intends that, where appropriate, the assessment considers the productivity of an applicant relative to their opportunities. This can take into account both career disruption (for example, serious illness or parental leave), and specifics of an applicant's employment history (including clinical, teaching and administrative commitments, and time working in sectors such as industry or government that might restrict research outputs).

6. Host support

The HRC's contribution to research costs is intended to help establish your research objectives. There are no overhead costs associated with any career development award. The HRC expects that overhead costs relating to your research (contributions to property costs or laboratory space, utility charges, equipment charges, laboratory "bench fees", library charges, etc.) are covered by your host organisation. You should therefore confirm that your host organisation has adequate resources before applying for a career development award.

You may submit a proposal in another HRC funding round to cover the costs of completing your research project. However, HRC funding rounds are contestable and funding is not guaranteed. Therefore, relying on other funding sources to complete your research may place your career development award in jeopardy.

If you move to another host organisation after the application's due date, you will need to inform the HRC of your proposed change as it could affect your application. The change request will be considered on a case-by-case basis.

7. Notification and feedback to applicants

The outcome of your application will be updated on HRC Gateway. If your application was discussed at the committee meeting, you will also receive feedback as a written review summary.

The HRC reserves the right to not make an award in any particular category and to determine the number of awards allocated in a particular round.

Scholarships and fellowships must be taken up within four months of the date of the award. In exceptional cases, the HRC may consider applications for deferral beyond four months if an acceptable justification is provided at the time of the original application, e.g. for relocation purposes.

8. Contract reporting

If you are successful, you will need to submit annual progress reports to the HRC within a month of your contract's anniversary. Reports should include your time commitments (i.e. HRC contract, other funders, teaching, clinical duties). You will also need to submit an end of contract report within three months of completing your contract. All reports must be submitted on HRC Gateway. Individuals named on your contract and your research office will have access to HRC Gateway and are responsible for submitting reports.

The HRC reserves the right to require special reports at any time during the term of your fellowship. Any awards that are extended beyond the original term will have additional reporting dates, as notified in the amended contract.

The HRC will review all reports and reserves the right to suspend or terminate your fellowship if your progress is unsatisfactory.

Suspension

The Council may, under the terms of the HRC Research Contract at its discretion for what is considered grave cause, suspend the tenure of an HRC Career Development Award or an HRC Research Development Award for such time as is thought fit or deprive a fellow of their fellowship. From that date, payments will cease or be suspended.

Intellectual property rights

The HRC has published guidelines on implementing research, including an intellectual property policy, on the HRC website.

As provided in the Fifth Schedule of the HRC Research Contract, new intellectual property resulting from HRC-funded research is owned by the host organisation. Please read the provisions of the contract to understand your obligations with respect to the ownership and application of new intellectual property from HRC-funded research.

9. Publications and publicity

Publications and any other publicity that result from research undertaken during the tenure of a scholarship/fellowship should acknowledge the assistance of the HRC, state that the research was conducted during the tenure of a Pacific Health Research Career Development Award, and specify the scholarship/fellowship.

Part B: Rules for submitting an application form

This section includes general information on how to apply for a Career Development Award or a Research Development Award and includes:

- instructions for using HRC Gateway to submit an application
- formatting requirements for applications
- guidance about the privacy of application content
- contact information if you need assistance with your application.

When applying, you must follow the instructions in this section.

1. Preparation

1.1. HRC Gateway user account

To apply, you will need an HRC Gateway account. You can use your existing account or create a new one if you do not have one via the following URL: <https://gateway.hrc.govt.nz>. If you have issues logging into your HRC Gateway account, contact info@hrc.govt.nz.

Note: All members named on your proposed research team must have an HRC Gateway user account so that their details can be included in the online form. Individual HRC Gateway accounts must be updated each year.

1.2. Important documents

Before completing your application, please read:

- The 2026 Pacific Health Research Career Development Award application guidelines (this document)
- [Government Policy Statement on Health \(2024-2027\)](#)
- [New Zealand Health Research Strategy \(2017-2027\)](#)
- [New Zealand Health Research Prioritisation Framework](#)
- [HRC Research Ethics Guidelines](#)
- [Guidelines for Researchers on Health Research Involving Māori](#)
- [HRC Māori Health Advancement Guidelines](#) and [supporting resources](#)
- [Guidelines for Pacific Health Research](#)
- [HRC Research Impact Slideshow](#)
- [ARRIVE guidelines for animal research](#) (if applicable)
- HRC CDA Peer Review Manual

Click the document name to access the file.

2. Format

2.1. General formatting

Please write your application in a clear, concise manner with sufficient detail. The assessing committees reviewing your application include a broad range of expertise. It is important that they can understand the scope and implications of your application.

Applications must be in English or Te Reo Māori; if in Te Reo Māori, a translation in English must also be provided (any translation will not be included in the page limit).

When applying, please:

- use Arial 10-point type font or larger
- use default margins
- use single line spacing
- keep to the page limits.

2.2. Compliance

The HRC will not process your application if you do not use the correct HRC application forms or follow the stated page limits and font sizes/styles. Your application may be withdrawn.

Please avoid these common pitfalls:

1. Only submit your application using HRC Gateway. Do not send applications or supporting documents to the HRC via email or any other means.
2. If your host organisation has a research office (or equivalent), your application must be approved by the research office first. The application will then be released to the HRC. Please allow enough time for this approval process before the HRC's closing deadline. All queries regarding applications should be directed to the host's research office rather than to the HRC directly.
3. Ensure you complete all modules, including the first part of Module 1 which must be completed in HRC Gateway. Incomplete applications after the closing date will be considered withdrawn and deleted from HRC Gateway.
4. Do not include any additional material (e.g. slides, protocols, other funding applications) as 'supporting documents' on HRC Gateway, and avoid using hyperlinks in the application form. The HRC will remove all additional material and hyperlinks from your application.
5. Do not send digital files directly to the HRC. Independent researchers and research providers requiring assistance with using HRC Gateway should contact the HRC in the first instance.

The HRC will not accept any late applications unless you have written permission from the HRC at least one week before the application deadline.

3. Privacy provisions

3.1. Statistical and reporting purposes

The information provided in your application will be used to assess your application. In a non-identifiable form, some information will be used for HRC's statistical and reporting purposes. The HRC stores all applications in a secure place, which may include the National Research Information System (NRIS) curated by the Ministry of Business, Innovation and Employment (MBIE) with details provided by funders of the science sector.

3.2. Personal information

Personal information contained in your application will be available to HRC staff and those involved in assessing your application.

3.3. Media release

The HRC publishes details of research contracts including named investigators, host organisation, research title, lay summaries and funding awarded for public interest purposes and to meet the statutory requirements of the Health Research Council Act 1990.

3.4. Official Information Act

Official Information Act requests for information about an application or research contract will be discussed with you and your host organisation before responding to the request. Where appropriate, the request may be transferred to your host organisation.

4. Additional eligibility requirements

4.1. Eligibility restrictions on publicly funded research

As part of the New Zealand Government's broader response to Russia's invasion of Ukraine, a new eligibility criterion has been implemented for government research funding.

For applications to be eligible, they must not benefit a Russian state institution (including but not limited to support for Russian military or security activity) or an organisation outside government that may be perceived as contributing to the war effort.

This is not a broad ban on collaborations with individual Russian researchers. The focus is on ensuring that government funding does not support scientific research collaborations that could further Russia's ability to continue its aggression in Ukraine.

As a Crown agent, investing in health research for the public good with taxpayer funding, the HRC reserves the right to make ineligible any application for funding that will provide benefit to a state institution or other organisation identified for exclusion by the New Zealand Government

4.2. Trusted Research Guidance

Please familiarise yourself with the [Trusted Research Guidance for Institutions and Researchers](#). New Zealand has an open and collaborative research and innovation system and values academic freedom and research conducted independently by individuals and organisations. As part of preserving trust, the HRC screens applications for risk related to sensitive technologies, and may require funded applications to identify, mitigate, and monitor risks as part of the contractual conditions of the grant.

5. Enquiries

If you have any questions about your HRC funding application, please contact your host organisation's research office.

You can contact the HRC at info@hrc.govt.nz if:

- your organisation does not have a research office.
- your organisation's research office cannot assist you.
- you have any technical difficulties (i.e. with HRC Gateway).

HRC Gateway will show the status of any application. Please do not contact the HRC for an update on your application.

Part C: Guidelines for completion of the 2026 Pacific Health Research CDA Application Form

This section outlines how to complete the 2026 Pacific Health Career Development Award Application Form and the 2026 Pacific Health Research Development Award Application Form.

1. The application forms

You must use the correct application form.

1.1. Pacific Health Career Development Award Application Form

The **2026 Pacific Health Career Development Award Application Form** is a Microsoft Word form that contains a coversheet, Module 1 section 1B-1F, Module 2, Module 3 and Module 4.

Use this form if you are applying for a:

- Pacific Health Research Master's Scholarship
- Pacific Health Research PhD Scholarship
- Pacific Health Clinical Research Training Fellowship
- Pacific Health Research Postdoctoral Fellowship
- Sir Thomas Davis Te Patu Kite Rangi Ariki Research Fellowship

If you are applying for a **Pacific Health Clinical Research Training Fellowship**, **Pacific Health Postdoctoral Fellowship** or a **Sir Thomas Davis Te Patu Kite Rangi Ariki Research Fellowship**, you will also need to complete and submit a Microsoft Excel spreadsheet '**2026 Career Development Awards (CDA) Budget**' for Module 4 Sections 4E-4F. You will need to save this as both a .xls file and a .PDF file and upload both versions to HRC Gateway.

1.2. Pacific Health Research Development Award Application Form

Each Research Development Award has its own application form. Ensure you are using the **2026 version**. Each application form is a Microsoft Word form that contains a coversheet, Module 1 section 1B-E, Module 2, Module 3, and Module 4.

The different application forms are:

- Pacific Health Research Summer Studentship
- Pacific Health Research Knowledge Translation Grant

1.3. Important instructions

The application form is compatible with Windows PC and Mac computers. You must download and use the correct application form from HRC Gateway as it contains special features. When inserting figures and tables, paste these from a draft document instead of creating them directly in the form.

Remember:

- Enter the 'HRC Reference ID#' and first named investigator's surname on the coversheet.
- Enter information only in the indicated form fields.
- Do not reformat Module and Section headings.
- Use the original HRC forms. Do not copy and paste the form into a new document as this can drastically change fonts and remove other features required for HRC processes.
- Do not delete spreadsheet columns and shaded rows; you can insert more unshaded rows.

- HRC Gateway will remove the coversheet from the final system-generated PDF.

Once you have completed the application form, you will need to upload it to HRC Gateway as a PDF file. HRC Gateway will generate the complete application form with all modules (including Module 1), which you can download and review.

Note: By submitting an application on HRC Gateway, you confirm that your application complies with all requirements, including formatting guidelines and page limits. The HRC will not accept changes after the closing date.

2. Module 1: General information

This Module must be completed on HRC Gateway.

Create a new application by clicking the 'Apply' button and providing the requested information. Use the 'Save & Continue', 'Update' and 'Save' buttons to move through the application or scroll down the page to see all sections. Use the 'Submit' button at the top of the page to complete this part of the application. HRC Gateway will only accept the submission if all required details have been provided.

2.1 Application details

Research title

The research title should be succinct, written in plain language, and clearly describe the proposed research. The title must not exceed 80 characters, including spaces and punctuation (e.g. 'growth factors' contains 14 characters). Please use sentence case. The HRC reserves the right to amend the title of funded proposals.

Lay summary

The lay summary must clearly state: 1) the purpose of the research and why it is needed; 2) how the research will be completed including the research activities; and 3) anticipated health benefits, expected outcomes, and value for money. Your lay summary must be 150 words or less. Please use plain language that can be easily understood by members of the public and avoid using technical terms.

This information will be used to inform the HRC Council in the final approval process if your application is recommended for funding. The HRC reserves the right to amend the lay summary of funded applications.

Host organisation

This is the organisation that will administer the award contract for a successful application. Select the relevant 'host organisation' from the drop-down list. If applicable, select a specific research office and research office contact.

If your host organisation has a research office with more than one staff member, select the contact who will most likely handle your application or will be the principal contact.

If your host organisation has more than one research office, select the office who will be handling your application.

Note: If your host organisation does not appear in the drop-down list, please tick the check box 'My host organisation is not in the list'. The field 'Host organisation details' will appear in the next section, and the name of the host organisation should be entered here. New organisations are required to provide due diligence information before acceptance as a research provider.

Research location(s)

This is the department and organisation where most of the research or data analysis will be undertaken, e.g., “Department of Community Health, Christchurch School of Medicine” or “Te Runanga o Ngati Porou”.

Discipline

Choose from the drop-down box. This should be the area that your application relates to.

Duration

Enter the proposed term in months. You can apply for a shorter full-time term at a pro rata value. Part-time award values will not exceed the full-time maximum.

Type of research

Select from the drop-down list the most appropriate term for broadly describing the research proposal for assessment purposes.

Commencement date

Your research must commence by 1 March 2026. You must start within four months of contract offer, or by a date approved by the HRC.

Support personnel

Examples of support personnel include individuals who will help you with the application process (i.e. upload your application to HRC Gateway). Do not list named investigators or your host organisation’s research office staff. All support personnel need to have an HRC Gateway account to view and edit your application.

2.2 First named investigator

Some information will be automatically populated from the first named investigator's profile in HRC Gateway (e.g. organisation and department). If your profile is not current, update your details in your Gateway profile rather than the application form. The details listed on the application will be automatically refreshed after your profile is updated. Click the ‘Update’ button to enter and update the information requested.

The first named investigator will be considered the first point of contact during the application and assessment process, and will be understood to be acting for, and in concurrence with, the other named investigators. All correspondence for the application will be addressed to this person and the host.

2.3 Named investigators

All named investigators must have an HRC Gateway account before they can be added to the application. This includes your supervisor(s). You will need to upload a CV for each named investigator. Each named investigator needs to sign in to HRC Gateway and update their details before you submit your application. Certain information (i.e. ethnicity, gender, and whether the researcher is a clinician) is used for HRC information purposes only and will automatically populate from the individual's profile.

You may wish to designate a hapū, iwi or Māori organisation conducting the research to be acknowledged as investigators on the application. It is still essential to list supporting named investigators.

Click the ‘Update’ button to enter additional information as requested. All named investigators on successful applications may be cited by the HRC in its various communication channels.

Role in project should include brief information on what the investigator will undertake in the study (1-2 sentences maximum).

2.4 Collaborators

For each collaborator provide the full name, organisation, and country (the location where the organisation is based and where the collaborator undertakes their research). For 'collaboration purpose', select one of the following options: research; commercialisation; knowledge transfer. For 'support', indicate the value of any funding for this research provided by the collaborator in NZ dollars or list any in-kind support.

2.5 Research costs

The HRC will usually pay up to the maximum award amount, with variation dependent on salary level and term as applicable. The awarded amount will include applicable course fees and research expenses.

There are no overhead costs associated with any career development award. The HRC expects that overhead costs relating to your research (contributions to property costs or laboratory space, utility charges, equipment charges, laboratory "bench fees", library charges, etc.) are covered by your host organisation.

You must confirm that such resources are in place to ensure you can successfully complete your award. The HRC's contribution to research cost (if any) is intended to facilitate the establishment of your research programme.

2.6 Objectives and milestones

Objectives and milestones are assessed, included in a resulting research contract, and are used for contract monitoring in progress and end of contract reports. Objectives and milestones must be measurable and achievable within the term of a contract. There is no limit to the number of objectives and milestones.

Objectives

Briefly describe the intended objectives of your research application. Objectives should relate to the overall goal or aim of the research. The HRC suggests you include at least three objectives, with sufficient standalone operational detail and scientific information to assess your performance in subsequent years.

Each of the objectives must be listed separately and added before the milestones can be added.

Milestones

Provide key milestones that you aim to achieve by the end of each year of a resulting contract. Each milestone must relate to at least one of your objectives. For contract monitoring and HRC accountability reporting, if your research requires ethics and/or regulatory approval (human, animal or biological safety) and/or clinical trial registration, these must be identified as separate Year 1 milestones, even if you expect to gain these approvals before starting the proposed research award.

Each of the 'milestones' must be listed separately and written in the present tense.

3. Module 1: Applicant Information – to complete in the application form

Complete this section by following the headings on your application form. Details on how to complete some specific sections are provided below.

Section 3.1 of these guidelines applies to the 2026 Pacific Health Research Career Development Awards. For information on the 2026 Pacific Health Research Development Awards, refer to Section 3.2.

3.1 Pacific Health Research Career Development Awards

3.1.1 Section 1B: Personal information

Employment intended or otherwise (if applicable)

If you intend to work during the tenure of the award, please provide details of where you will be employed and the intended number of hours per week. You may not hold positions of employment without the express permission of the HRC. Normally, this permission will be given for teaching duties or clinical activities in support of your professional development, approved by your supervisor, but only up to 500 hours per calendar year (this will be pro-rated for part-time fellowships/scholarships).

Description of field of interest (if applicable)

Provide a brief description of your research field of interest.

Overview of previous experience (if applicable)

Provide a brief overview of previous research/work undertaken that is relevant to your application.

3.1.2 Section 1C: Career plans

Use no more than one page.

Describe your background and potential; specifically, describe how the proposed award will support your development as a health researcher.

3.1.3 Section 1D: Academic support

Provide details on:

- the research environment you will be in
- your academic/research support (e.g. research groups, specialist methodological expertise, access to research equipment, researcher development opportunities, etc.)
- your supervisors and/or mentors (including why they have been selected)

When explaining why your supervisors and/or mentors have been selected, explain how their expertise and skill set relate to your research programme. In addition, include evidence of their track record in mentoring and/or supervision.

Indicate if the research environment is new or a continuation of your current work environment. If the research environment is a continuation of your current work, explain how the research environment will continue to improve/help your research and development as a health researcher. If your local options and opportunities are limited, explain the steps you have taken to address this.

3.1.4 Section 1E: Academic transcript

Upload a JP-certified copy of your academic transcript or professional qualifications under 'support documents' on HRC Gateway.

3.1.5 Section 1F: Standard CV - applicant

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 in HRC Gateway, and follow the instructions provided in the template.

3.2 Pacific Health Research Development Awards – Summer Studentships

3.2.1 Section 1B: Personal information

Briefly describe details of your indigenous Pacific descent and current education.

3.2.2 Section 1C: Career plans

Describe your background and potential; specifically, describe how the proposed award will support your development as a health researcher.

3.2.3 Section 1D: Academic support

Clearly explain why you have chosen your supervisor(s), focusing on their expertise and experience.

Make sure your research supervisor (or at least one member of your supervisory team) is Pacific and/or has extensive experience in Pacific health research.

In addition, your research supervisor (or at least one member of your supervisory team) should have expertise and experience that is highly relevant to your research. For example, if your research involves focus groups or interviews, your supervisor(s) should be highly experienced in qualitative research.

Make sure you include evidence that your supervisor(s) will support you in Module 4 of your application.

3.2.4 Section 1E: Applicant academic transcript

Upload a JP-certified copy of your academic transcript or professional qualifications to the 'support documents' on HRC Gateway.

4. Module 2: Research information

Notes:

Please follow the page limits stated in your application form. Your application will be withdrawn if it exceeds the stated page limits.

Your application will be assessed by a multidisciplinary committee, so it is in your best interest to write this section in clear, simple language.

Section 4.1 of these guidelines applies to the 2026 Pacific Health Research Career Development Awards. For information on the 2026 Pacific Health Research Development Awards, refer to Section 4.2.

4.1 Overview of proposed research (for Career Development Awards only)

Timelines

Include a timeline in the form of a Gantt chart indicating how the research will be conducted over the duration of the contract. Consider your objectives and milestones that you provided online in Module 1 when creating your timeline.

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 outcomes and aligns with HRC priorities (outlined in Section A3).

Research design and methods

Include your specific research hypothesis (if relevant) and a detailed design that describes, for example, participant recruitment and characteristics (including number, gender and ethnicity where relevant), study methodology, and proposed methods of data analysis.

Dissemination of results

Describe how the research results will be disseminated to professional colleagues, the general public, health service funders and providers, study participants, iwi and other important groups. As well as peer reviewed publications, examples include patient leaflets, participant newsletters, clinical guidelines, hui and public meetings and mass media items as appropriate.

Potential for realising health and economic gains for New Zealand

Describe your proposed research's potential for realising health and economic gains for New Zealand. For example, does the proposed research focus on a priority health issue for New Zealand or community with high health needs? Does the proposed research build on and advance existing knowledge, address an important knowledge gap, and demonstrate clear potential to improve health outcomes?

Where does the contribution of this research fit relative to the worldwide perspective? For example, does it support or contribute to research being conducted elsewhere, or is it part of an international collaborative research project? Does it have potential to advance international science, achieve unique competitive advantage, and/or contribute to economic gain?

Where relevant, discuss how the research could impact health policy and/or the provision of health services; what intellectual property may be developed or advanced from this research; the training opportunities and collaborations that may arise; or the potential return on this research investment.

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

Describe who you have consulted with, outline the process, and state whether you have gained support for your research. You will need to provide evidence in the form of a supporting letter from a person, group or organisation mandated by the community/organisation, e.g. chair or chief executive, to represent them, show a clear understanding of the research proposed, and how their community/organisation will be affected by, utilise, and/or benefit from, the outcomes of the research. Their involvement in the research as 'host organisation or named investigators may also suffice as support for your research.

4.2 Overview of proposed research (for Research Development Awards only)

4.2.1 For Summer Studentship applicants only

Clearly describe the specific tasks that you will complete during the summer studentship and how they will contribute to improving Pacific health outcomes. You will need to clearly describe your research methods and any relevant protocols. Make sure your research milestones and objectives can be completed during your studentship (usually 10 weeks). Consider this timeline when determining your research activities and the number of participants/interviews/focus groups.

4.2.2 Overview of proposed knowledge translation activities (for Knowledge Translation Grant applicants only)

Clearly describe how the grant will be used, including the primary target audience(s) and dissemination method(s), and how the dissemination activities will contribute to improving Pacific health outcomes. State if you have gained consent from the relevant parties to publish results (e.g. supervisor, participants). If you wish to publish a book, ensure the book has been completed and accepted for publication before submitting your application.

5. Module 3: References

Start this section on a new page.

Provide the citations for key references in the text in Module 2. Details must include a **full list of all author(s)**, title of article, journal, year, volume and page numbers. Place an asterisk (*) beside your publications. If references are multi-authored, you can limit the author list to a more convenient number to fit within the one-page limit.

Reference lists generated by bibliographic software may need to be copied into a blank Word document and then copied into the application form.

6. Module 4: Budget and contract information

6.1 Section 4A: Contract information

For **master's and PhD applicants**, outline the costs associated with your study. Ensure that all costs associated with the scholarship are listed (stipend, tikanga allowance etc). Provide an estimate of fees for study. Any costs not entered here cannot be claimed from the HRC if your application is successful.

Host organisation

Your host organisation must commit to financially supporting your research. Please outline the financial support you will be receiving from them.

If you move to another host organisation after the application due date, please notify the HRC of the proposed change as this could affect your application's outcome.

Justification of research staff

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

Assessing committee members need to understand why the staff requested on the proposal are important and necessary for the proposed research to be successfully completed.

6.2 Section 4B: Previous/current contracts and awards

List previous and current contracts and awards. The table can be replicated below the first one if more are required. You are not required to provide copies of HRC reports as the HRC already has copies. Please note reports may be made available upon request.

6.3 Section 4C: Other support

Include other applications awaiting decision. You must advise the HRC of the outcome of other applications through your research office as soon as possible. The table can be replicated below the first one if more are required.

Provide details of committed or potential co-funding.

Provide details of any financial interest related to the research or sponsorship of the research.

6.4 Section 4D: Letters of collaboration/support

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:

- a letter of support from your supervisor/mentor stating their supervisory and resource arrangements during the tenure of the proposed award
- a JP-certified copy of your academic transcript or professional qualifications (except for Knowledge Translation Grant Applications).
- Memoranda of Understanding (MOUs) or letters of support for any individual who is not employed by your host organisation and will receive a salary or budget through this career development award (if within your specific award's budget allowances)
- 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.

5.5 Section 4E – 4F

If you are applying for a **Pacific Health Postdoctoral Fellowship** or a **Pacific Health Clinical Research Training Fellowship**, you will also need to complete and submit a Microsoft Excel spreadsheet '**2026 Career Development Awards (CDA) Budget**' for Module 4 Sections 4E-4F. You will need to save this as both a .xls file and a .PDF file and upload both versions to HRC Gateway.

6. Module 5: Standard CV – supervisor(s)/investigator(s)

Upload a CV for all named investigators (including those on an MOU).

Use the NZ Standard CV template from HRC Gateway and follow the template's instructions. The HRC will not accept any other form of CV.

The information provided in the CV **must match** the information provided in your application and your Gateway profile.

Your CV may indicate when career breaks have taken place as track record will be assessed relative to opportunity.

7. Module 6: Research classification

Classification of research is for HRC evaluation purposes only. The information is not used in allocating funding. Required details must be entered in HRC Gateway.

7.1 Section 6A ANZSRC and keywords

Categorise the proposed research using the ANZSRC codes for the Fields of Research (FOR) and Socioeconomic Objective (SEO). Enter the percentage to the nearest 10% for each category to a total of 100%.

Enter keywords that categorise the research.

7.2 Section 6B Economic benefits

Briefly describe any potential economic benefits you consider may arise from your research. If no direct economic benefits are anticipated, please state this rather than leaving the field blank. The HRC's interpretation of economic benefits is broad and includes:

- contributing to maintaining a healthy and productive population
- contributing to an efficient and cost-effective health system, and
- value generated from IP and innovation.

7.3 Section 6C Category and health issue

Portfolio mapping category

Enter the requested information on HRC Gateway. Choose the category that best describes the starting point for their research. The following table provides a description of each category.

Mapping category	Description	
Biomedical		
Gene	Research into the genetic basis of disease, identification of genes involved. Linkage analysis falls here and not under clinical studies.	
Cell biology	Analysis of molecular-level interactions. This includes protein-protein interactions, determination of the function of genes involved in diseases, and whole cell studies (e.g. immunological studies, transfections, etc).	
Physiology	This includes all physiology and anatomy. Animal models of disease are included in this category, and studies on host-pathogen interactions.	
Diagnostics	This includes innovations, and the development/refinement of new or existing diagnostic tools.	

Mapping category	Description	
Pharmaceuticals /treatments	This includes the development of new pharmaceuticals (drug design and development), as well as new treatments for diseases (e.g. vaccines, other therapies).	
Clinical		
Clinical studies	Research involving human subjects. This excludes research in which samples from human subjects are used for fundamental biomedical research, such as genetic linkage analyses.	
Clinical trials	Randomised clinical trials, usually randomised controlled clinical trials.	
Health Services		
Health economics	Research into the cost-effectiveness of treatments/services etc.	
Clinical services	This includes primary and secondary care services. Access to and appropriateness of services are also included, and safety of services and compensation. Macro-level analysis of health system changes falls into this area.	
Public health		
Knowledge resources	This includes all epidemiology, underpinning social science (qualitative and quantitative), development of tools and new methodologies, and development of indicators.	
Risk factors	Research linking life experiences, behaviours, exposures <i>etc.</i> with health outcomes.	
Interventions	Research that includes the design and evaluation of interventions.	
At-risk populations	Includes research on specific population groups. These groups may be based on age, ethnicity, occupation, <i>etc.</i> Includes research using diagnostics in a particular group.	
Community services	Research around community-run services and community groups, e.g. Marae-based healthcare services.	

Health issue

Enter the requested information on HRC Gateway. Choose the health issue that best describes their research and, if required one secondary health issue.

Part D: Explanatory notes for Career Development Awards

Pacific Health Research Master's Scholarship

Description

The Master's Scholarships are intended to provide 1 year of personal support for students completing the **research component** of a master's degree. Applicants may come from any discipline, as long as the proposed research clearly links to health and improving health outcomes for Pacific peoples. The applicant must be enrolled in the **final year** and undertaking the research component of their master's degree.

Value

- The current value of the Master's Scholarship is \$20,000, to be used as a stipend to support the student.
- The academic host institution will be responsible for administering the scholarship.
- Activation of the contract for the award shall take place only upon proof of enrolment.
- Tuition fees appropriate to the proposed course of study for the institution at which the student is enrolled may be claimed from HRC, to be activated after enrolment.
- Successful applicants for a Pacific Health Research Master's Scholarship may apply for a tufungatika allowance of \$1,000.

Eligibility

You are eligible to apply if you are:

- a New Zealand citizen or hold residency in NZ at the time of application
- of indigenous Pacific descent
- enrolled, or intend to enrol, for a master's degree. Successful applicants are usually enrolled full-time; however, the HRC will consider applications from students enrolled part time on their individual merit. The Pacific Health Research Master's Scholarship will not be granted for a period longer than the equivalent of one-year full-time or a maximum of two years' part-time.

If you have not yet enrolled for master's degree, but are intending to do so, you can still apply for a Pacific Health Research Master's Scholarship. In this case, any award will be conditional on your successful enrolment.

During the year of the Pacific Health Research Master's Scholarship, your only activity must be conducting research and preparing a thesis or dissertation. The research will take place over a full academic year. **If your master's course only involves completing papers, you are not eligible for this award.**

Conditions of tenure

- You may only be enrolled at a New Zealand university or another approved New Zealand tertiary institution. The HRC also considers the suitability of the proposed department and research supervisor when applications are reviewed.
- You may not hold other positions of employment without the express permission of the HRC. Normally, this permission will be given in respect of teaching duties, up to 500 hours in a calendar year, and with the approval of the research supervisor.
- If you have been offered an additional scholarship or award, the combined stipend may not exceed the co-funder's conditions.
- Tenure of the Master's Scholarship terminates on the date set out in the contract or on the date of examination (whichever comes first).

- The HRC expects that costs of the research undertaken by Pacific Health Masters Scholarship recipients will be borne by the host institution. Applicants should confirm that such resources are in place to ensure the successful completion of their award.
- Successful applicants have four months from the date of award to take up the scholarship.

Assessment

A Pacific Health Career Development Award Assessing Committee (CDAC) will assess your application. The CDAC will assign a score for each of the assessment criteria outlined below using a 7-point scale.

Applications may be pre-scored by CDAC members before the assessing committee meeting. If so, the HRC will calculate the mean pre-scores and rank candidates. Lower-ranked applications may be triaged and not discussed at the CDAC meeting.

Score	Criteria descriptor
7	Exceptional
6	Excellent
5	Very good
4	Good
3	Adequate
2	Unsatisfactory
1	Poor

A. Academic ability of applicant

Based on the information in the CDA application form, the assessing committee will determine whether the applicant:

- is technically and academically capable
- has a proven track record in being able to study
- shows discipline and the ability to achieve success.

B. Pacific health significance

Based on the information in the CDA application form, the assessing committee will determine whether the applicant has demonstrated that the proposed research has the potential to:

- advance knowledge relevant to improving Pacific health outcomes
- address a Pacific health priority
- contribute to Pacific workforce development or intellectual capital.

C. Pacific community links, health background and potential

Based on the information in the CDA application form, the assessing committee will determine whether the applicant:

- is actively involved in a leadership capacity in relevant Pacific communities
- demonstrates knowledge of the health or research sector
- demonstrates commitment to a future in Pacific health research
- has the potential to make a significant contribution to the Pacific health research sector.

D. Design and methodology

Based on the information in the CDA application form, the assessing committee will determine whether the proposed research design and methodology:

- are feasible, comprehensive and appropriate
- uses culturally appropriate methods for data handling and involvement of Pacific participants
- incorporates appropriate research methodologies.

E. Suitable supervision

Based on the information in the CDA application form, the assessing committee will determine whether the supervisor:

- has the necessary academic qualifications, research background and skills to guide the applicant
- has topic-based knowledge and experience using the proposed research design and methodology
- has sufficient time and funding to support, direct and guide the applicant
- will foster a supportive research environment
- has a high level of cultural competency in Pacific health issues.

Pacific Health Research PhD Scholarship

Description

PhD scholarships in Pacific health research are intended to provide three years of personal support for students undertaking a PhD. Applicants eligible to apply may come from any discipline, as long as the proposed research links to health and improving Pacific health outcomes.

Note: If you wish to enrol in a PhD and you have a current clinical role, consider your eligibility to apply for a **Pacific Health Clinical Research Training Fellowship**. You can only apply for one career development award.

Value

- The current value of the PhD scholarship is \$30,000 (tax free stipend) per annum.
- The academic host institution will be responsible for the administration of the scholarship.
- Activation of the contract for the award shall take place only upon proof of enrolment.
- Tuition fees appropriate for the institution at which the student is enrolled may be claimed from the HRC, to be activated after enrolment.
- A one-off grant of \$10,000 will be allocated to successful applicants. These funds are to contribute towards the working expenses of the doctoral research.
- An allowance of up to \$550 for thesis production may be claimed from the HRC.
- The HRC agrees that a portion of this scholarship may be undertaken overseas, in agreement with the host institution and with the appropriate support and training in place. The HRC particularly supports training and research undertaken in Canada and Australia in accordance with the Tripartite Agreement. This must be fully justified, negotiated and detailed within the application.
- Successful applicants for a Pacific Health Research PhD Scholarship may apply for a tufungatika allowance of \$3,000 over the tenure of the award.

Eligibility

You are eligible to apply if you are:

- a New Zealand citizen or hold residency in NZ at the time of application
- of indigenous Pacific descent
- enrolled, or intend to enrol, for a PhD. Successful applicants are usually enrolled full-time; however, the HRC will consider applications from students enrolled part time on their individual merit. The Pacific Health Research PhD Scholarship will not be granted for a period longer than the equivalent of three years full-time.

If you have not yet enrolled for your proposed course of study, but are intending to do so, you can still apply for a Pacific Health Research PhD Scholarship. In this case, any award will be conditional on your successful enrolment.

Note – Programmes of study where the primary focus is a clinical practice qualification rather than advancing the individual's research skills do not meet the PhD grant requirements.

Conditions of tenure

- The PhD applicant may only be enrolled at a New Zealand universities or other approved New Zealand tertiary institution. The HRC also considers the suitability of the proposed department and research supervisor when applications are reviewed. In exceptional circumstances, it is possible that part of the training could be carried out at an overseas institution.
- Tenure of the Pacific Health PhD Scholarship terminates on the date set out in the contract or on the date of the oral examination (whichever comes first).

- If you have been offered an additional scholarship or award, the combined stipend may not exceed the co-funder's conditions.
- An applicant may not hold other positions of employment without the express permission of the Council. Normally, this permission will be given in respect of teaching duties, not exceeding 500 hours in a calendar year (pro-rated for part-time scholarships), and with the approval of the research supervisor.
- The HRC expects that costs of the research undertaken by PhD scholarship recipients will be borne by the host institution. Applicants should confirm that such resources are in place to ensure the successful completion of their award. The prospective PhD applicant may, through their host institution, submit a proposal in the HRC funding round to cover the costs of undertaking their research project. Applicants should understand however that such funding is contestable and not guaranteed.
- Successful applicants have four months from the date of award to take up the scholarship
- Please note that in the event that an applicant submits their PhD prior to the original contract end date, the HRC will agree to continue support until either the PhD is conferred, or the term of the award has expired (whichever comes first).

Assessment

A Pacific Health Career Development Award Assessing Committee (CDAC) will assess your application. The CDAC will assign a score for each of the assessment criteria outlined below using a 7-point scale.

Applications may be pre-scored by CDAC members before the assessing committee meeting. If so, the HRC will calculate the mean pre-scores and rank candidates. Lower-ranked applications may be triaged and not discussed at the CDAC meeting.

Score	Criteria descriptor
7	Exceptional
6	Excellent
5	Very good
4	Good
3	Adequate
2	Unsatisfactory
1	Poor

A. Academic ability of applicant

Based on the information in the CDA application form, the assessing committee will determine whether the applicant:

- is technically and academically capable
- has a proven track record in being able to study
- shows discipline and the ability to achieve success.

B. Pacific health significance

Based on the information in the CDA application form, the assessing committee will determine whether the applicant has demonstrated that the proposed research has the potential to:

- advance knowledge relevant to improving Pacific health outcomes
- address a Pacific health priority
- contribute to Pacific workforce development or intellectual capital.

C. Pacific community links, health background and potential

Based on the information in the CDA application form, the assessing committee will determine whether the applicant:

- is actively involved in a leadership capacity in relevant Pacific communities
- demonstrates knowledge of the health or research sector
- demonstrates commitment to a future in Pacific health research
- has the potential to contribute to the Pacific health research sector.

D. Design and methodology

Based on the information in the CDA application form, the assessing committee will determine whether the proposed research design and methodology:

- are feasible, comprehensive and appropriate
- uses culturally appropriate methods for data handling and involvement of Pacific participants
- incorporates appropriate research methodologies.

E. Suitable supervision

Based on the information in the CDA application form, the assessing committee will determine whether the supervisor:

- has the necessary academic qualifications, research background and skills to guide the applicant
- has topic-based knowledge and experience using the proposed research design and methodology
- has sufficient time and funding to support, direct and guide the applicant
- will foster a supportive research environment
- has a high level of cultural competency in Pacific health issues.

Pacific Health Clinical Research Training Fellowship (CRTF)

Description

The Pacific Clinical Research Training Fellowship is awarded to suitably qualified health professionals such as medical and dental graduates, psychologists, nurses, allied health and other clinical researchers to enable them to undertake specialised or further clinical research training in fields relating to health and improving Pacific health outcomes.

A Pacific Clinical Research Training Fellowship provides broad research training that will combine academic course work and/or a thesis-based degree, with on-the-job research experience and training within a multidisciplinary research group. The award is particularly suited to Pacific health professionals seeking additional training for a career in a new clinical research discipline within New Zealand. From time to time the HRC may, in addition, offer fellowships in designated priority areas in order to develop a particular clinical research discipline.

Value

- The fellowship provides up to \$80,000 per annum for the fellow's stipend and university fees, and research costs of \$20,000 for a three-year full-time fellowship at a maximum value of \$260,000 (fellow's stipend, university fees, and research costs). Shorter fellowship durations are permitted at a pro rata value. A four-year part-time fellowship is permitted at the maximum value of \$260,000.
- The value of the stipend is based on the recipient's qualifications and research experience and will be set by the university.
- Fellowship funds must not be used to contribute to any type of cost that is prohibited in the *HRC Rules for Permissible Use of Research Funding and Operation of Contracts*, academic supervision costs, overhead charges, fees for examinations or subscriptions to professional colleges.
- Note that each recipient agrees to the stated FTE% contribution and that funding to any recipient from any source will not exceed 100% FTE.

Eligibility

You are eligible to apply if you:

- are a New Zealand citizen or hold residency in NZ at the time of application
- are of indigenous Pacific descent
- are a practising medical graduate, dental graduate, psychologist, nurse, allied health professional or other graduate with research ability, background training and expertise in fields relevant to clinical research
- have a current clinical role
- are enrolled for an appropriate postgraduate qualification which has a research component e.g. medical and dental graduates progressing to MD or PhD, or nurses and other health professionals progressing to MHSc, DPH, MPH or PhD. You will need to identify a suitable research training environment and develop a research training programme in consultation with the proposed supervisor and head of the relevant academic department(s). *Please note, programmes of study where the primary focus is a clinical practice qualification rather than advancing the individual's research skills do not meet the Pacific Health Clinical Research Training Fellowship requirements.*

If you have not yet enrolled for your proposed course of study, but intending to do so, you can still apply for a Pacific Health Clinical Research Training Fellowship. In this case, any award will be conditional on your successful enrolment.

Conditions of tenure

- The fellowships may be held for a one to three years full-time or four years part-time.
- The fellowships are tenable within New Zealand universities, hospitals or other research institutions approved by the HRC. The department and supervisor must be approved by the HRC. Part or all of the fellowship may be taken up overseas under exceptional circumstances and if suitable training is not available in New Zealand. Rotation of training under more than one supervisor may be approved.
- Contracts will be administered through the host institution. Fellows are enrolled postgraduate students of the host institution, and the general conditions of the recruitment are those of that institution.
- Fellows may undertake limited clinical and teaching duties relevant to their research to a maximum of 500 hours in a calendar year (pro-rated for part-time fellowships). They may receive remuneration for such duties. Except in relation to approved limited clinical and teaching duties, fellows may not receive remuneration for other work without HRC permission.
- Other forms of awards may not be held in conjunction with the fellowship without the permission of the HRC.
- Fellowships are subject to the terms and conditions of the HRC research contracts and the *HRC Rules: Permissible use of research funding and operation of contracts*.
- Tenure of the fellowship terminates on the date stated in the contract or on the date of the final examination (whichever comes first).

Application assessment criteria

A Pacific Health Career Development Award Assessing Committee (CDAC) will assess your application. The CDAC will assign a score for each of the assessment criteria outlined below using a 7-point scale.

Applications may be pre-scored by CDAC members before the assessing committee meeting. If so, the HRC will calculate the mean pre-scores and rank candidates. Lower-ranked applications may be triaged and not discussed at the CDAC meeting.

Score	Criteria descriptor
7	Exceptional
6	Excellent
5	Very good
4	Good
3	Adequate
2	Unsatisfactory
1	Poor

A. Person characteristics

Based on the information in the CDA application form, the assessing committee will determine whether the applicant:

- is technically and academically capable
- has a proven track record in being able to study
- shows discipline and the ability to achieve success.

B. Research environment

Based on the information in the CDA application form, the assessing committee will determine whether:

- the applicant is well-supported in terms of mentorship and personal development
- the mentor(s) can provide the applicant with comprehensive advice and support
- the mentor(s) have a high level of cultural competency in Pacific health issues.

C. Rationale, design and methods

Based on the information in the CDA application form, the assessing committee will determine whether the proposed research design and methods:

- are excellent, comprehensive and clearly appropriate
- clearly incorporate culturally appropriate methods for data handling and the involvement of Pacific participants
- incorporate appropriate research methodologies.

D. Pacific health significance

Based on the information in the CDA application form, the assessing committee will determine whether the applicant has demonstrated that the proposed research has the potential to:

- advance knowledge relevant to Pacific health
- address a Pacific health priority
- contribute to Pacific workforce development or intellectual capital.

Pacific Health Research Postdoctoral Fellowship

Description

All Postdoctoral Fellowships offered in Pacific health research are intended for the support of outstanding graduates who have recently completed a degree at doctoral level and propose to conduct research relating to health and improving health outcomes for Pacific peoples. Their purpose is to provide support for up to four years for researchers to gain further experience in their chosen fields and become established as an independent health researcher. Where appropriate, the fellowship could include a period of up to two years of training that is undertaken overseas.

Value

- For all postdoctoral fellowships offered, the current value of the fellowship is based on the recipient's qualifications and research experience in regard to salary levels set by the University. This usually equates with the academic salary scale of LG1-LG4, (or LM1-LM4 for applicants who hold an MBChB, BDS or equivalent degree). Salary scales vary from institution to institution. Please contact your host institution for the appropriate salary scale.
- The HRC will provide a grant of up to \$105,000 for research expenses associated with the research. The applicant must submit a detailed budget on the appropriate excel budget form.
- The HRC will provide an annual allowance of \$2,500 to travel to a scientific meeting.
- The HRC will pay ACC levies proportionate to the fellowship.
- If a portion of this fellowship is partly undertaken overseas, an adjustment for cost of living may be made. This adjustment will be indexed to a value of US\$25,000 per annum. Please note the exact sum will be determined by, and vary in accordance with, the exchange rate. The HRC particularly supports training and research undertaken in Canada and Australia in accordance with the Tripartite Agreement.
- Successful applicants for a Postdoctoral Fellowship in Pacific health research may apply for a tufungatika allowance of \$3000 over the tenure of the fellowship.
- Provided fellows meet their host institution rules for entry, they may apply to join the superannuation scheme administered by their host. Any fellow who prior to commencing their HRC award is a member of a superannuation scheme administered by their host institution will be eligible to continue in that scheme. Employer contributions will be paid by the HRC.

Eligibility

You are eligible to apply if you:

- are a New Zealand citizen or hold residency in NZ at the time of application
- are of indigenous Pacific descent
- hold a degree of PhD or an equivalent degree. Although applications will be received from individuals who have not yet received results of their thesis examination, the award and commencement of the fellowship will be conditional on awarding of the degree. The thesis must be submitted for examination at the time of application. Written confirmation will be requested.
- have a proven track record of research in the area of Pacific health development.

Applicants should not normally have had more than five years' postdoctoral experience.

Conditions of tenure

- Usually, successful applicants will be involved in full time research. The HRC will however consider applicants wishing to undertake part-time research on their individual merit. In the case of part-time fellowships, applicants must be involved in research for a minimum of 0.5FTEs and the maximum duration of the Postdoctoral

Fellowship will remain at four years. Fellowships will be reviewed annually and will be renewed subject to provision of satisfactory annual progress reports.

- Pacific Health Research Postdoctoral Fellowships are tenable within New Zealand universities, hospitals or other research institutions approved by the HRC. The institution, department and supervisor must be approved by the HRC and should not usually be the department or institution in which the research leading to the award of a doctorate was performed.
- Postdoctoral Fellowship awards will be administered through the host institution. Fellows are employees of the host institution, and the general conditions of the appointment are those of that institution.
- Tenure of the Pacific Health Research Postdoctoral Fellowship terminates on the date set out in the contract.
- The HRC expects that costs of the research undertaken by Postdoctoral Fellowship recipients will be borne by the host institution. Applicants should confirm that such resources are in place to ensure the successful completion of their award. The prospective postdoctoral fellow may, through their host institution, submit a proposal in the HRC funding round to cover the costs of undertaking their research project. Applicants should understand however that such funding is contestable and not guaranteed.
- Fellows may undertake limited clinical and teaching duties relevant to their research to a maximum of 500 hours in a calendar year (pro-rated for part-time fellowships). They may accept remuneration for such duties. Except in relation to approved limited clinical and teaching duties, postdoctoral fellows may not receive remuneration for other work without the permission of the HRC.
- Other forms of awards may not be held in conjunction with a Postdoctoral Fellowship without the permission of the HRC.
- Fellows may not enter examinations for higher qualifications during tenure of their fellowship without permission of the HRC.
- Successful applicants have four months from the date of the award to take up the fellowship. This will be enforced unless a written request is submitted from the host institution and confirmed by the HRC. Only exceptional circumstances will be accepted.

Assessment

A Pacific Health Career Development Award Assessing Committee (CDAC) will assess your application. The CDAC will assign a score for each of the assessment criteria outlined below using a 7-point scale.

Applications may be pre-scored by CDAC members before the assessing committee meeting. If so, the HRC will calculate the mean pre-scores and rank candidates. Lower-ranked applications may be triaged and not discussed at the CDAC meeting.

Score	Criteria descriptor
7	Exceptional
6	Excellent
5	Very good
4	Good
3	Adequate
2	Unsatisfactory
1	Poor

A. Academic ability of applicant

Based on the information in the CDA application form, the assessing committee will determine whether the applicant:

- has outstanding qualifications and some post-doctoral research experience
- is likely to achieve success.

B. Pacific health significance

Based on the information in the CDA application form, the assessing committee will determine whether the applicant has demonstrated that the proposed research:

- has the potential to significantly advance knowledge relevant to improving Pacific health outcomes
- has to potential to comprehensively address a Pacific health priority
- has justified why the research should be completed in New Zealand
- has the potential to contribute substantively to Pacific health research workforce development or intellectual capital.

C. Pacific community links, health background and potential

Based on the information in the CDA application form, the assessing committee will determine whether the applicant:

- is actively involved in a leadership capacity in relevant Pacific communities
- demonstrates a comprehensive knowledge of the health or research sector
- demonstrates a high level of commitment to a future in Pacific health research
- has the potential to make a significant contribution to the Pacific health research sector.

D. Design and methodology

Based on the information in the CDA application form, the assessing committee will determine whether the proposed research design and methodology:

- are excellent, comprehensive and appropriate
- uses culturally appropriate methods for data handling and involvement of Pacific participants
- incorporates appropriate research methodologies.

E. Career development and support

Based on the information in the CDA application form, the assessing committee will determine whether:

- the applicant is well supported in terms of mentorship and personal development
- the mentor(s) can provide the applicant with comprehensive advice and support
- the mentor(s) have a high level of cultural competency in Pacific health issues.

Sir Thomas Davis Te Patu Kite Rangi Ariki Health Research Fellowship

The Sir Thomas Davis Te Patu Kite Rangi Ariki Health Research Fellowship recognises the contributions that Sir Davis LLD honoris causa, DTM and H, MBChB, MPH, MD honoris causa, made to clinical practice and biomedical and public health research, in a distinguished career spanning 62 years in the Cook Islands, New Zealand and the United States. Sir Davis was born on the island of Rarotonga on June 11, 1917 and educated at King's College in Auckland. He gained his medical degree at Otago in 1945 before returning to the Cook Islands where he was the chief medical officer from 1949. After working in the Cook Islands for several years, he carried out further studies at Harvard University and completed a Master's of Public Health. He worked for various sections of the USA armed forces as a research physiologist before joining the National Aeronautics and Space Administration (NASA) to work on the space programme. During an academic career that covered a wide range of scientific subjects, including biomedical aspects of the space programme, he published two books and more than 60 scientific papers. Sir Davis was knighted in 1981. He was the Prime Minister of the Cook Islands from 1978 to 1987. In 2005, the University of Otago awarded him an honorary Doctor of Laws degree.

Objectives

- The Davis Fellowship has been established to support high-quality Pacific health research in priority areas that will contribute towards achieving better health outcomes for Pacific people, families and communities. The fellowship will provide support for up to three years for a researcher whose field has the potential to contribute to both the health and economic goals for the government's investment in research, science and technology.
- The fellowship is intended to support emerging Pacific researchers who have demonstrated outstanding potential to develop into highly skilled researchers who can initiate new avenues of investigation.
- Successful candidates are likely to have published papers in their chosen area in journals and should be able to demonstrate their ability to carry out independent research. HRC assessors will look to place more emphasis on the candidate and their potential development during the period of an award than on the research project itself. However, applicants should note that HRC Pacific Health awards are highly competitive and that all criteria will be considered to assure assessors that the intended research project is worthy of support.

Value

- The total value of the fellowship package is \$600,000 over four years.
- The HRC will pay \$500,000 to the fellow's host institution for salary and other costs associated with the Fellowship (e.g. ACC levies, employer's contribution to superannuation). It is expected that fellows are appointed within an academic salary scale of LG5-SLG1, or LM5-SLM1 for those who may hold an MBChB, BDS or equivalent degree. Please contact your proposed host institution for the appropriate salary scale.
- The HRC will also provide a total of \$100,000 for research expenses over the four years.
- Each recipient shall agree to the stated FTE% contribution, and funding to any recipient from any source shall not exceed 100 FTE%.

Eligibility

You are eligible to apply if you:

- a New Zealand citizen or hold New Zealand residency at the time of application
- are of indigenous Pacific descent

- have held a PhD or an equivalent degree for six to 10 years. Your track record is assessed relative to opportunity
- are involved full-time in research. The HRC will consider your application if you wish to undertake part-time research. In this case, you must be involved in research for a minimum of 0.5 FTE, and the maximum duration of the Research Fellowship will be four years.

You are not eligible to apply if you:

- have been awarded more than one HRC Project as first named investigator or equivalent support (value/term).

Conditions of tenure

- Fellowships are tenable within New Zealand universities, hospitals or other research institutions approved by the HRC. The institution and department must be approved by the HRC.
- Fellowships will be administered through the host institution. Fellows are employees of the host institution, and the general conditions of the appointment are those of the institution.
- Other forms of awards may not be held in conjunction with the fellowship without the permission of the HRC.
- Fellows may not enter examinations nor enrol for higher qualifications during tenure of their fellowship without permission of the HRC.
- Fellowships are subject to the terms and conditions of research contracts as set out in the document "*HRC Rules: Permissible Use of Research Funding and Operation of Contracts*".

Assessment

A Pacific Health Career Development Award Assessing Committee (CDAC) will assess your application. The CDAC will assign a score for each of the assessment criteria outlined below using a 7-point scale.

The assessing committee will primarily focus on the candidate and their potential development as a health researcher during the term of an award, as well as consider the potential contribution of the health research project to improving Pacific health outcomes. However, HRC awards are highly competitive, and all criteria will be considered when assessing your application.

Applicants will also be interviewed.

Score	Criteria descriptor
7	Exceptional
6	Excellent
5	Very good
4	Good
3	Adequate
2	Unsatisfactory
1	Poor

Criteria	Points	% score
Suitability of the applicant	7	40
Rationale for research	7	20
Design and methods	7	20
Research impact	7	20
Total score	28	100

Assessment criteria

A. Suitability of the applicant

Based on the information in the CDA application form and interview, the assessing committee will score based on:

- whether the applicant is committed to establishing an independent health research career
- the extent to which the research proposal represents an independent health research stream
- the applicant's ability to take overall responsibility for the work to be completed
- the applicant's plan for developing an independent health research programme, stemming from the research proposal
- the quality of the applicant's track record, based not only on the quantity of publications but on the applicant's PhD, prizes and scholarships, and other academic achievements.

B. Rationale for research

Based on the information in the CDA application form and interview, the assessing committee will score based on whether the proposed research:

- has the potential to comprehensively address a Pacific health priority
- should justifiably be completed in New Zealand
- is original.

C. Design and methods

Based on the information in the CDA application form and interview, the assessing committee will score based on the:

- appropriateness of the research design and methods chosen
- validity of the proposed analyses
- feasibility of attaining the statistical power sought (if appropriate)
- management of patient safety issues.

D. Research impact

Based on the information in the CDA application form and interview, the assessing committee will score based on the:

- potential to contribute substantively to Pacific health research workforce development or intellectual capital
- demonstrated connections with the healthcare sector or engagement with key Pacific stakeholders to maximise impact
- potential to significantly advance knowledge relevant to improving Pacific health and economic outcomes
- pathway for knowledge transfer.

At the assessment meeting

The assessing committee meeting format is as follows:

- | | |
|---|-------|
| • declaration of conflicts of interests | 1 min |
| • committee reviewer comments | 3 min |
| • group discussion and confirm questions for applicants | 5 min |

- interview each applicant 15 min
- group discussion 5 min
- scoring 1 min
- note review summary points 2 min

Discussion time for each application will be limited to approximately 32 minutes, including the interview. The Pacific Health CDA Assessing Committee Chair must ensure a fair round-table discussion takes place.

Applications will be re-scored independently and the HRC Investment Process Coordinator will calculate a final ranking from the new scores and present the ranking to the Pacific Health CDA Assessing Committee.

Reporting

All recipients are required to submit a supplementary report at the completion of their award. Further details of the reporting requirements will be provided to successful applicants at the commencement of their award.

All reports will be reviewed and the HRC reserves the right to suspend or terminate the award should progress be unsatisfactory.

Part E: Explanatory notes for Research Development Awards

Pacific Health Research Summer Studentship Award

Description

Summer Studentships are primarily aimed at the undergraduate level. They are available to introduce research to students who have had no or very limited research experience and have the potential to develop in a career in Pacific health research and contribute to Pacific health gains.

Value

The value of the award is \$7500. Half will be paid to you at the start of the studentship, and the remaining half will be paid once we receive a satisfactory research report and have approved the completion of your studentship.

Eligibility

You are eligible to apply if you:

- are a New Zealand citizen or hold New Zealand residency at the time of application
- are of indigenous Pacific descent
- are enrolled in an undergraduate health-related course
- have no or very limited research experience
- have the potential to develop in a career in Pacific health research
- want to be involved in a Pacific health research project over the summer vacation (usually 10 weeks).

Important points to consider

Completing the application

- The summer student is expected to complete the application form.
- You will need to include a witnessed/signed copy of your academic record (not the original) with your application.
- Your application must be approved and signed by your host organisation or university's research/scholarships office.

Your supervisor(s)

- Your chosen supervisor(s) should be a suitable role model, with the necessary time, interest and enthusiasm to supervise you. A supervisor can only supervise up to two HRC summer studentships per year.
- Your research supervisor (or at least one member of your supervisory team) should be of Pacific descent and/or have extensive experience in Pacific research.
- In addition, your research supervisor (or at least one member of your supervisory team) should have expertise and experience that is highly relevant to your research. For example: If your research involves focus groups or interviews, your supervisor should have experience in qualitative research. They should also have a record of publications in qualitative research.
- Your application must be approved and signed by your supervisor to confirm that they support your application.

Your research project

- Your project should directly relate to improving the health of Pacific communities; you can decide on the specific topic with your supervisor.
- Your project should be a distinct piece of research that can be completed within the period of the studentship (usually ten weeks). Consider this short timeline when

deciding on your research activities and the number of participants/interviews/focus groups.

- Your studentship should involve some training in research methodology and report writing. We encourage you to present the results of your research at a seminar and/or by publication. It is both your responsibility and your supervisor's responsibility to ensure that the project is completed on time.
- In your application, you must clearly state the specific tasks you will complete during the studentship. You will also need to clearly describe your research methods and any relevant protocols.
- If there is another student who is applying with the same supervisor or wants to complete a similar project, your specific tasks and learning outcomes must be as different as possible. Duplicate copies of the same application will not be accepted.

Ethics approval

- If ethics approval is required for your summer studentship, your supervisor must ensure that this is obtained before you submit your application. Otherwise, choose a project that does not require ethics approval.

Assessment

A Pacific Health Career Development Award Assessing Panel will assess your application. Panel members will independently assign a score for each of the assessment criteria outlined below using a 7-point scale.

Score	Criteria descriptor
7	Exceptional
6	Excellent
5	Very good
4	Good
3	Adequate
2	Unsatisfactory
1	Poor

A. Ability to complete and academic background

Based on the information in the Research Development Award application form, the panel will determine whether the applicant:

- is technically and academically capable
- has a proven track record in being able to study
- shows discipline and the ability to complete
- will likely achieve success.

B. Pacific health significance

Based on the information in the Research Development Award application form, the panel will determine whether the applicant's proposed research has the potential to:

- advance knowledge relevant to improving Pacific health outcomes
- address a Pacific health priority
- contribute to Pacific workforce development or intellectual capital.

C. Pacific community links, health background and potential

Based on the information in the Research Development Award application form, the panel will determine whether the applicant:

- is actively involved in a leadership capacity in relevant Pacific communities

- demonstrates knowledge of the health or research sector
- demonstrates commitment to a future in Pacific health research
- has the potential to contribute to the Pacific health research sector.

D. Suitable supervision

Based on the information in the Research Development Award application form, the assessing committee will determine whether the supervisor:

- has the necessary academic qualifications, research background and skills to guide the applicant
- has topic-based knowledge and experience using the proposed research design and methodology
- has sufficient time and funding to support, direct and guide the applicant
- will foster a supportive research environment
- has a high level of cultural competency in Pacific health issues.

Reporting

If you are successful, you will need to submit a research report at the end of your studentship. We will provide details on what is expected at the start of your studentship.

All reports will be reviewed, and the HRC reserves the right to suspend or terminate the award if your progress is unsatisfactory.

Publications and publicity

Publications and any other publicity that result from research undertaken during the tenure of the studentship should acknowledge the assistance of the HRC by stating that "The research was conducted during tenure of a Pacific Health Research Summer Studentship from the Health Research Council of New Zealand".

Pacific Health Research Knowledge Translation Grant

Description

Knowledge translation grants are available for dissemination of health research knowledge and outcomes that key stakeholders (e.g. iwi, community, health providers, Ministry of Health) have identified as beneficial and important for future use, including policy and health service development.

The HRC recognises the importance of dissemination and the various forms it can take on, dependent on the target audience. Dissemination is the purpose of this grant and can include taking specified information from the research and making a publication that is better suited to the needs of an intended audience. It can include a hui publication of a report or book and can focus on specific elements aimed at particular iwi/age or gender groups and/or at a particular health area (e.g. oral health, nutrition, cultural safety guidelines for a specific health provider centre, customary healing practices of a specified hapū or iwi). The grant can also be used to develop a health-related website/page; however, its primary purpose will need to be dissemination of information/publications that have emerged from health research undertaken.

Knowledge Translation Grants are not available for:

- publishing a thesis
- presenting results of a research project or travel to an intended conference, as these should be funded as part of the original research proposal
- tufungatika expenses as a tufungatika allowance is paid as part of all HRC Pacific awards
- topping up any shortfall in an existing HRC research contract. This is the responsibility of the host institution, or
- to undertake research.

Value

Funds of up to \$5,000 are available.

Eligibility

You are eligible to apply if you are:

- a New Zealand citizen or hold residency in New Zealand at the time of applying
- of indigenous Pacific descent.

Conditions of Tenure

Successful applicants will have four months from the date of award to take up the grant and a further six months to submit copies of the publication to the HRC.

Assessment

A Pacific Health Career Development Award Assessing Panel will assess your application. Panel members will independently assign a score for each of the assessment criteria outlined below using a 7-point scale.

Score	Criteria descriptor
7	Exceptional
6	Excellent

5	Very good
4	Good
3	Adequate
2	Unsatisfactory
1	Poor

A. Rationale

The purpose of the grant is justifiable because:

- it contributes to improving Pacific health outcomes
- the use of the funds is clear, well documented and supported
- it represents value for money
- the intended audience is clearly identified in the application.

B. Dissemination technique fits with the criteria

The information disseminated:

- has been identified as important to the intended audience or other key stakeholder
- will clearly benefit the intended audience
- is in a different format than that of the original research findings or outcomes (if appropriate)
- is health and or health research related.

C. Track record of the applicant

The candidate:

- is currently actively involved in relevant Pacific communities.
- demonstrates a comprehensive knowledge of the health or research sector
- has a commitment to Pacific health.

Submission of final copies

All award recipients are required to submit both a hard copy of their publication or website/page information and an electronic (PDF) copy to the HRC within six months of receiving the award. It is an expectation that publications will have an International Standard Book Number (ISBN) which can be obtained at no cost through the following link <http://www.natlib.govt.nz/services/get-advice/publishing/isbn>. An ISBN allows for greater dissemination throughout New Zealand and is also useful for the applicants as part of their publication list.

All successful applicants will need to fill in the Final Report Submission Cover Sheet to be included with the copies of the publications and or printouts of website/page information.

Publications and publicity

Publications and any other publicity that result from research undertaken during the tenure of this award should acknowledge the assistance of the HRC by stating that "The research was conducted during tenure of a Pacific Health Research Knowledge Translation Grant from the Health Research Council of New Zealand".