

Research For Life (RFL) Postdoctoral Fellowship Application Guidelines and Application Form

Application Guidelines

2022 Fellowship Application Closing Date

5:00pm Monday 21 March 2022.

Application Form and Submission

For the form, see Appendix 1. Submission is one copy each of the completed application form and the signed administrative agreement by email to office.researchforlife@gmail.com by the closing time and date.

Terms of Reference

Objectives

The Research For Life (RFL) Postdoctoral Fellowship is intended to support the professional development of outstanding early career medical and bio-medical researchers who are not already permanently employed within a host institution but where the institution is willing to support and administer the person's term and research undertakings as the Research For Life Fellow. The applicant and institution may be proposing a mix of research and teaching and/or clinical work in which case the value of the Fellowship will be adjusted to support the research portion of the applicant's salary.

Term

A Fellowship of one or two years may be awarded depending on the researcher's plans and/or project span. Applicants are to indicate the start date agreed with their host institution. It is expected that the PDF will commence as soon as practicable after it is awarded in April/May 2022.

Reciprocity

Fellows will provide an annual report during the term of the Fellowship of 1-2 pages for publication in the Annual Research Review and will speak about their work at the AGM. Institutional acknowledgement of RFL's support in publications and all other dissemination resulting from the period of the Fellowship is also expected.

Eligibility

Applicants must hold the degree of Doctor of Philosophy, and the Fellowship must be undertaken in an appropriate institution in Wellington, New Zealand.

The Fellowship is restricted to New Zealand permanent residents or citizens.

Value

The annual salary paid to the Fellow will be up to \$80,000 per annum for 1.0 FTE research (and adjusted accordingly as per the Objectives) and is not subject to an annual increment. No overheads will be paid to the host institution.

Material costs of the research undertaken

Fellows may apply for support for materials costs through the RFL research grant rounds in March and August each year.

Vision Mātauranga

If applicable, applicants should outline how the research gives effect to Vision Mātauranga. The Royal Society Te Apārangi has developed a resource that applicants can refer to for guidance: <https://www.royalsociety.org.nz/assets/VM-guidelines-formatted-for-website.pdf>

Approvals

Applicants should be aware of any ethics or regulatory approvals that are required to undertake the proposed research and list them. The approvals do not need to be in place at the time of application but will need to be obtained before the research can commence.

Reporting

The recipients are required to submit a brief annual report (see **Reciprocity**) and a final report of 1-3 pages within 28 days of completion of their Fellowship.

Suspension or Withdrawal of Fellowship

RFL may, at its discretion for what is considered grave cause, suspend the tenure of the Fellowship for such time as is thought fit, or deprive a fellow of his/her fellowship, and from that date the emoluments or other payments due shall cease.

Intellectual Property Rights and Commercial Considerations

The Fellow's institutional IP and commercial consideration policies shall apply.

Completing the Application

Complete the application and administrative agreement in consultation with your host institution. The Head of Department and Institutional Head will need to sign the administrative agreement.

If you have questions about these guidelines, please contact Kate Ward 027 233 2808 or by email to office.researchforlife@gmail.com

Appendix 1: Application Form

Delete instructions in italics before submission

Full Name:

Institution:

Department, School or Faculty:

Email address for correspondence:

Citizenship Status:

Research Project Title:

Name of Proposed Mentor (one principal mentor only):

FTE Required:

Date of completion of the academic requirements for a PhD:

Current Circumstances, External Grants or other Salary Applications (if applicable):

Expiry date of any current salary funding:

Date employment concludes:

Details of any other applications for salary:

Summary of Research:

Please summarise your research in plain English in 300-500 words.

Proposed Investigation:

In no more than two pages (excluding references) please state the aims of investigation, background, research design including specific objectives, research hypotheses, experimental/study approach, methodological detail and statistical analysis, significance of this research, relevant previous research by applicant and the results obtained by others with key references. Proposals purporting to examine the effect of size of an intervention should state the approximate effect size they expect to see. Also include an outline on how your research gives effect to Vision Mātauranga (if applicable).

References:

Pathway and Contribution:

In up to one page, describe how the proposed research in this location/department will benefit you professionally, and how it will contribute to the quality of biomedical or health research in the Wellington Region.

Approvals:

Describe if ERMA, human or animal Ethics approvals required to undertake the research? Are these approvals already in place or are they to be applied for?

Support:

Are there resources available within the host department/institution to support this research? Please provide a statement from the Head of Department/Institution.

Curriculum Vitae:

Please attach a copy of your CV.

Referee's:

Two required. One to be your PhD or other academic supervisor, and one a person who has supervised you in a work setting (may be non-academic). Provide name and phone contact details and describe in a few words the relationship.

EVALUATION CRITERIA

Applications will be assessed on the following criteria:

- **Academic and research record as noted in CV**
- **Excellence of research proposal and experimental / study design**
- **Independence and skills enhancement that the candidate will gain and development of a pathway towards independent research and contribution to research environment**

Please note: the successful applicants will be able to complete their research under COVID-19 restrictions.

Research For Life Administrative Agreement

The Applicant understands and agrees that:

- a. Any grant by way of a fellowship received as a result of this application is subject to the conditions set out in the guidelines, and funds will only be expended for the purpose described in the application.
- b. Successful fellowship recipients agree to supply reports as stated in the application guidelines including a final report within six months of completion of the fellowship.

The Institution understands and agrees to the following terms:

- a. Fellowship grants are for salary only and will be each quarterly in arrears on invoice from the institution.
- b. Other than salary, the costs of the research or costs of employment of the Research For Life Fellow recipient will be borne by the Institution.

_____ Print your name:

Signed (Applicant)

Date:

The Head of Department approves this application and agrees to accept this Fellowship within the department.

_____ Print your name:

Signed (Head of Department)

Date:

The Institution agrees and undertakes to support the Fellowship outlined in this application.

_____ Print your name:

Signed (Institution Representative)

Date:

Host Institution Name:

Email one signed copy of this agreement and the completed application form and CV to
office.researchforlife@gmail.com