**Research Proposal Outline Instructions**

*This template provides an early guidance to bidders on MBIE’s requirements for proposals to the Endeavour Fund (Smart Ideas and Research Programmes) and will assist science managers and portfolio leaders to consider which bids:*

* *submit in current round (GREEN)*
* *require further development before a final decision is made, or are deferred to the next round (AMBER)*
* *do not continue (RED).*

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|  | ***Smart Ideas*** | ***Research Programmes*** |
| ***Expected length*** | *Approx. 3 pages* | *Approx. 3 pages* |
| ***Comment*** | *Concentrate on the Science Excellence first (section 1), as this alone is worth 50% of the MBIE assessment.*  | *MBIE assessment of Research Programme bids places equal weight (25%) on Science Excellence, Team, Benefit to NZ and Implementation pathway.* *Proposals are first assessed for Science Excellence; proposals passing this assessment proceed to impact assessment.*  |
| ***Vision Mātauranga*** | *VM research involves any combination of Māori knowledge, resources and people that generates* ***distinctive*** *contributions to research, science and technology, e.g.** *products, processes and services arising from Māori knowledge, resources and people*
* *environmental management approaches based on iwi/hapū relationships with the land and sea*
* *application of indigenous knowledge to research.*

 *If VM is relevant to your research, your proposal should be genuinely co-developed with Māori.*  |
| ***Note*** | *Bid development takes time and you may not be able to address all questions before the proposal is considered by GMs. Rather, note what you can, and indicate where progress needs to be made.* |

***Completed Proposal Outlines are due to the Research Office on 14 August 2019.*** *Please delete the first page and all other instructions and submit to* *kearnsl@lancareresearch.co.nz*

*The Research Office team offers support at all stages of bidding. The team comprises Leah Kearns, Veronika Alexova [on leave], Ross Laurence, Nikki Harcourt (VM), Graham Allely and your Portfolio Coordinator.*

*In this early development phase, we can help you interpret MBIE requirements, position your proposal, articulate the science excellence, identify Vision Mātauranga relevance, and understand the impact of your proposed research (Benefits to NZ and Implementation pathways). We can also help plan your bid development timeline and explain GM expectations of this template. Please contact Leah Kearns, Ross Laurence or Nikki Harcourt (VM) to discuss your needs.*

**Research Proposal Outline**

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| **Title** |  |
| **Funding mechanism** | [ ]  Smart Ideas [ ]  Research Programmes  |
| **Bid leader** | Name: | ORCID number: |
| **Portfolio Leader** |  |
| **Team leader** |  |
| **Primary objective** | ☐ Economic ☐ Environmental ☐ Social |
| **Impact category****(Research Programmes only)** | ☐ Transformational ☐ Protect and add value*Refer to* [*MBIE 2019 Roadshow*](https://www.mbie.govt.nz/assets/557bd52c5e/endeavour-fund-roadshow-2019-slideshow.pdf) *(p 26-31) for further information on impact categories. If you are unsure of the impact category at this stage, leave this.* |
| **VM research theme/s** | ☐ Taiao ☐ Hauora ☐ Innovation ☐ Mātauranga* Briefly explain alignment with selected VM theme(s), if relevant.
* Consider whether the proposed research:
	+ incorporates Māori perspectives on taiao
	+ utilises mātauranga Māori
	+ builds capability for Māori.

*Refer to the* [*Vision Mātauranga Policy*](http://www.mbie.govt.nz/info-services/science-innovation/agencies-policies-budget-initiatives/vision-matauranga-policy) *for further information .***Having trouble with this section? Speak to Nikki Harcourt.** |
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| **Financials**  | *Early back of envelope indication of the overall budget (e.g. $7m over 4 yrs) if possible.** Initial estimate of total budget: $x million over x years
* Estimated proportion that would be subcontracted: x $ or x %
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| **Problem/Opportunity description** | * What **specific** problem/opportunity does the proposed research aim to address?
* Who experiences this problem/opportunity?
* How is this critical to NZ/internationally?
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| **E X C E L L E N C E Having trouble with this section? Speak to Leah Kearns** |
| **1** | **Science excellence (worth 50% for Smart Ideas, 25% for Research programmes)*** Describe the **specific** science behind the proposed research.
* What is your overarching hypothesis/goal for the research?
* How will this science unlock the opportunity/solve the problem identified above?
* What **specific** aspect of the research is innovative or novel compared to other science, technologies or expertise that already exist?
* Describe the status of the science that this research plans to build on – both domestically and internationally.
* How is your research different from what others are doing?

*Check* [2019 *Endeavour Fund Assessment Scoring Guide*](https://www.mbie.govt.nz/assets/e24d51eef7/endeavour-fund-assessment-scoring-guide-supplement-research-programmes-2019.pdf) *(page 2) for guidance on science excellence assessment (applies to both Smart Ideas and Research Programmes).* |
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| **2** | **Team (worth 15% for Smart Ideas, 25% for Research Programmes)** * List the proposed research team membersand their contributions to the project (role, knowledge, skills). Include external NZ and international partners. Note any gaps in the skills needed to deliver the science.
* Has this team delivered well in similar areas of science?
* If applicable, ensure you have Māori knowledge and skills and/or capability to navigate Māori stakeholders, networks, interest groups and their expectations of the science.
* Ensure key team members will be available to participate in bid writing (Oct–Feb for Research Programmes, Oct-Nov for Smart Ideas).
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| **I M P A C T Having trouble with this section? Speak to Ross Laurence** |
| **3** | **Benefits to NZ (worth 25% for Smart Ideas, 25% for Research Programmes)** * What **specific benefits** will the proposed technology/expertise resulting from this research provide?

*e.g. > improved state of the environment > Potential to scale up regional initiatives to nationwide implementation > Consistency of standards or approaches for regulators > Improved social well-being > Better use of resources > Preservation or enhancement of cultural heritage and values > More efficient processes > Upskilling industry > Support for emerging sectors > Creation of research platform which has additional utility for new users > Job creation > Development of a cluster of businesses > Multinational business attraction to or retention in New Zealand > Protecting existing markets, or improving NZ’s reputation > Diversification of the economy** If relevant, how will the proposed research give effect to Vision Mātauranga?

*e.g. > economic/social/cultural/environmental benefits to Māori > growing Māori innovation potential and capability*  |
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| **4** | **Implementation pathway (worth 10% for Smart Ideas, 25% for Research Programmes)*** Who are the **specific** end users of this research?

*e.g. Primary sector/business > policy/operational agencies > regional councils > Māori > NGOs > general public > special interest/community groups > other researchers…* * Why will they choose to use it?
* How do they currently deal with the need you have identified?
* How are end users involved in the design of the research, planning and delivery?

*e.g. co-innovation > advisory capacity > research steering group > in-kind or cash co-funding** What are the expected research outputs?

*e.g. new tools > products > software > guidelines > papers > capability.* * How will your research outputs be adopted by end users to deliver the benefits stated above?

*e.g. incorporation into policy, legislation, regulation and/or operations (such as environmental monitoring and surveillance) > workshops and hui > commercialisation > public engagement.* * If relevant, how are Māori researchers, end users and partners involved in the research? How will they ensure Māori uptake of the research?
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