**Cover Page**

Instructions are provided in blue text and should be deleted. Cover Page should not exceed 1 page.

|  |  |
| --- | --- |
| **Project Title** | Click or tap here to enter text. |
| [**Affiliated Theme(s)**](https://www.cmdt.org.nz/themes)(indicate all that are applicable) | [ ]  Screening / Diagnostic Technologies |
| [ ]  Interventional Technologies |
| [ ]  Rehabilitation Technologies & Assistive Devices |
| [ ]  Digital Technologies for Prevention, Care, and Management |
| [ ]  Emerging New Technologies in Healthcare |
| [**Capability Module(s)**](https://www.cmdt.org.nz/healthtech-capability-programme) **this project would like to access to support this work** (indicate all that are applicable) | [ ]  Mātauranga Māori[ ]  Pacific Engagement[ ]  Future Leaders [ ]  Clinical Translation[ ]  Commercial Translation |
| **Project Leader Details**(Project Leader must be from a NZ university, research institute, Te Whatu Ora, primary healthcare provider, or Whānau Ora / Fonua Ola provider) | **Full name** **(inc title & qualifications)** | Click or tap here to enter text. |
| **Job Title** | Click or tap here to enter text. |
| **Organisation** | Click or tap here to enter text. |
| **Email** | Click or tap here to enter text. |
| **Phone** | Click or tap here to enter text. |
| **Project Team & Affiliations**(CVs must be provided in Section 4.) | Project team (including Project Leader, above) must include members from at least two organisations (NZ university, research institute, Te Whatu Ora, primary healthcare provider, and/or Whānau Ora / Fonua Ola provider), one of which must be a CMDT partner (see guidelines). Inclusion of / discussions with a Technology Transfer Office manager (or similar) on this project is desirable. Also list any main industry collaborator(s).Click or tap here to enter text. |
| **Proposed Dates**(max duration 1 year) | **Start Date:** Click or tap to enter a date. | **End Date:** Click or tap to enter a date. |
| **Proposed Budget** (total amount, max $80,000 + GST) | Total budget may not exceed $80K excl GST for duration of project. See funding guidelines.Click or tap here to enter text. |
| **Proposal summary** | Provide a summary of the project in less than 100 words. Click or tap here to enter text. |
| **Other funding sources** | Provide details of any alternate sources of funding for this project and/or other sources of funding that this project will leverage (e.g. Marsden, HRC). If none, please indicate as N/A.Click or tap here to enter text. |
| **Te Tiriti Partnership** | List any Māori collaborators or organisations associated with this project and their roles. Detail should be provided in Section 6. Note: Māori co-investigators should be named in the Project team above. Click or tap here to enter text. |
| **Pacific Partnership** | List any Pacific collaborators or organisations associated with this project and their roles. Details should be provided in Section 7. Note: Pacific co-investigators should be named in the Project team above. Click or tap here to enter text. |
| **Ethics & Regulatory Approvals** | Ethical and regulatory requirements and approvals you need to conduct the proposed research and indicate whether these have been obtained. If approvals have not yet been obtained, tell us how and when you expect to do so.Click or tap here to enter text. |

**Instructions**

**You MUST read the Guidelines and use them to inform your responses to each section.** [**Click here for Stage II Guidelines.**](https://cmdt.org.nz/research-acceleration-programme#anchor)

**Complete each of the sections below, entering details in text boxes provided. Instructions provided in blue text and should be deleted before submission.**

1. **A. Proposal Details + B. References**
2. **Project milestones and deadlines**
3. **Budget (Excel template)**
4. **CVs of all team members**

**Delete this page prior to submission.**

**1A. Proposal Details**

|  |
| --- |
| Maximum pages (using Arial 10 font):* + Sections 1-5 = 2 pages total
	+ Section 6 = 600-word limit
	+ Section 7 = 200-word limit

Instructions provided in blue text and should be deleted before submission. |
| 1. **Introduction and Science Quality**
 | **Score weighting = 25%** |
| Provide the rationale and purpose of your proposed project. Include the following in a clear and ordered manner: * the health issue or **problem** you are addressing.
* relevant **gaps** in the field and challenges with current solutions.
* your **proposed solution** and how you arrived at the idea.
* clear **objective(s)** for the project.
* the **method** by which you will achieve the objective(s). This should link with milestones provided in Section 2.
* the **impacts** expected if the project is successful.

Information provided should be derived from or built on credible and reliable referenced sources, set out in a logical pattern, and understandable by the Assessment Panel regardless of their specific field of expertise.Click or tap here to enter text. |
| 1. **Clinical end-user need and engagement**
 | **Score weighting = 25%** |
| This section should include the following:* how your project is intended to be taken up by end-users and evidence to support this.
* the strength of your current relationships with relevant end-users and partners, and/or how you are engaging with them or plan to engage with them.

Click or tap here to enter text. |
| 1. **Pathway to market and business engagement**
 | **Score Weighting = 20%** |
| This section may include any of the following:* the extent of alignment with one or more areas of future additional value, growth, or critical need for Aotearoa New Zealand.
* if the pathway to market involves partnership with an existing company, explain why this work is not part of their “business as usual” pipeline. Clearly explain what they will add to the project and the value they bring.
* relevant information supporting your freedom to operate.
* the enablers and barriers in the potential implementation pathway(s).
* technology readiness.
* market risks, including relevant competitors.
* intellectual property
	+ how you will identify, protect, and if appropriate share, any intellectual property generated by the project.
	+ if the success of your research is dependent on access to existing intellectual property, the agreements you have in place to use it.
	+ if you are collaborating with other organisations, any intellectual property management plans in place.

Click or tap here to enter text. |
| 1. **Project Roles**
 | **Score weighting = PASS / FAIL** |
| Describe each team member’s role in the project, including their skills, knowledge and/or experience relevant to the proposed activities.Click or tap here to enter text. |
| 1. **Team Capability building**
 | **Score weighting = 5%** |
| This section should describe how the project will increase the research capability of the project team and collaborators. This should address the provision of relevant mentoring and support for Early Career Researchers and/or students.Click or tap here to enter text. |

|  |  |
| --- | --- |
| **Section 6 Māori Outcomes + Section 7 Pacific Outcomes** | **Score weighting = 25%** |
| 1. **Te Tiriti Partnership and Māori Capability Outcomes (max 600 words)**
 |
| 1. **Māori knowledge and engagement in study design (Tino Rangatiratanga):** Explain how your research uses or includes Māori knowledge or science method, and/or how it uses or relies upon or involves Māori taonga. This explanation can include all consultation and involvement of Māori in these research elements. Address how you are including sufficient input from Māori at the appropriate stages(s) of the project and that it is adequately resourced to ensure effective implementation. If not relevant or applicable, explain why.
2. **Leadership and capability building (Kāwanatanga):**Explain Māori researcher or organisation/iwi involvement, FTEs, and specific role(s), including any co-leadership or leadership roles and responsibilities. This area can include capacity development at all levels including summer internships from high school through undergraduate students. Explain any specific mentorship approach or programmes or roles employed for career acceleration and advancement of Māori at all levels of involvement in this research. You may also include what actions the team is taking to upskill on Te Tiriti Principles and partnering with Māori. If not relevant or applicable, explain why.
3. **Research Impact (Ōritetanga and equity):** Explain how your research addresses equity for Māori: firstly, equity of access to science and science outcomes, or in health, equity of access to care and health outcomes; secondly, equity of access to research development, including co-design, or research outcomes in terms of commercialisation or rights. If not relevant or applicable, explain why.

Click or tap here to enter text. |
| 1. **Pacific Partnership and Capability Outcomes (max 200 words)**
 |
| Provide a high-level summary of Pacific-focused outcomes that could arise from this project, including: * how it addresses equity of access to care and health outcomes for the Pacific population.
* capability building of Pacific researchers and/or inclusion of Pacific researchers and clinicians in this project.

If not relevant or applicable, explain why. Click or tap here to enter text. |

**1B. References**

|  |
| --- |
| **References** |
| Maximum pages (using Arial 10 font) = 1 pageClick or tap here to enter text. |

**2. Project Milestones & Deadlines**

|  |  |  |
| --- | --- | --- |
| **#** | **Proposed Milestones** | **Deadline** |
| 1 | Briefly outline project milestones and select deadlines; add / delete rows as necessary.Click or tap here to enter text. | Click or tap to enter a date. |
| 2 | Click or tap here to enter text. | Click or tap to enter a date. |
| 3 | Click or tap here to enter text. | Click or tap to enter a date. |
| 4 | Click or tap here to enter text. | Click or tap to enter a date. |
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| 8 | Click or tap here to enter text. | Click or tap to enter a date. |
| 9 | Click or tap here to enter text. | Click or tap to enter a date. |
| 10 | Click or tap here to enter text. | Click or tap to enter a date. |

**3. Budget**

|  |
| --- |
| * + Complete Excel template and submit with proposal document.
	+ Justification statements must be provided.
	+ Budget must be reviewed and approved by the Project Leader’s institution Finance Manager / Research Office / TTO.
 |

**4. CVs of all team members**

|  |
| --- |
| Include CVs of **all project** **team members** listed on the cover page in standard MBIE format (template included below). |

**New Zealand MBIE Curriculum Vitae Template**

*Rows and columns may be expanded or reduced, but a CV must be no more than two pages for part 1 and no more than three pages for part 2. Use Arial 12-point font. Do not alter page margins. Instructions in italics should be deleted before you submit your CV.*

**PART 1**

|  |
| --- |
| **1a. Personal details** |
| **Full name** | *Title* | *First name* | *Second name(s)* | *Family name* |
| **Present position** |  |
| **Organisation/Employer** |  |
| **Contact Address** |  |
|  |
|  | **Post code** |  |
| **Work telephone** |  | **Mobile** |  |
| **Email** |  |
| **Personal website (if applicable)** | http:// |

|  |
| --- |
| **1b. Academic qualifications** |

*Delete and start typing here. List in reverse date order. Start each qualification on a new line as per the example:*

*e.g. Year conferred, qualification, discipline, university/institute.*

|  |
| --- |
| **1c. Professional positions held** |

*Delete and start typing here. List in reverse date order. Start each position on a new line as per the example:*

*e.g. Year-year, job title, organisation.*

|  |
| --- |
| **1d. Present research/professional speciality** |

*Delete and start typing here.*

|  |  |
| --- | --- |
| **1e. Total years of research experience** | years |

|  |
| --- |
| **1f. Professional distinctions and memberships (including honours, prizes, scholarships, boards or governance roles, etc.)** |

*Delete and start typing here. List in reverse date order. Start each professional distinction on a new line as per the example: e.g. Year / year-year, distinction.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **1g. Total number of *peer reviewed* publications and patents** | Journal articles | Books, book chapters, books edited | Conference proceedings | Patents |
|  |  |  |  |

*Part 2 should include information pertinent to your research proposal. Delete sections not relevant. The following sections should not total more than three pages.*

**PART 2**

|  |
| --- |
| **2a. Research publications and dissemination**  |

*Expand/reduce the following table as needed, listing publications relevant to your proposal. List in reverse date order.* ***Bold*** *your name in lists of authors.*

|  |
| --- |
| Peer-reviewed journal articles |
|  |
| Peer reviewed books, book chapters, books edited |
|  |
| Refereed conference proceedings |
|  |
| Patents |
|  |
| Other forms of dissemination (reports for clients, technical reports, popular press, etc) |
|  |

|  |
| --- |
| **2b. Previous research work** |

*Repeat and expand box below as necessary.*

|  |
| --- |
| **Research title:** **Principal outcome:** **Principal end-user and contact:**  |

|  |
| --- |
| **2c. Describe the commercial, social, or environmental impact of your previous research work** |

*Please delete and begin typing here. Provide no more than five examples relevant to your proposal.*

|  |
| --- |
| **2d. Demonstration of relationships with end-users** |

*Please delete and begin typing here. Provide no more than five examples relevant to your proposal.*