

# **FNU RESEARCH FUNDING SCHEMES GUIDELINE**

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**Approving Authority:** FNU Senate

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## 1.0 Research Support at FNU

As the national University, FNU is mandated to continuously carry out research on national needs and identify innovative means for national development. This will also enhance FNU's position in the international arena.

## 2.0 Funding support for Research

### 2.1 Fiji National University Seed Funding Scheme (FJD 15,000)

A seed funding scheme of FJD 15,000 maximum for the duration of twelve months, providing preliminary funding for projects aligned to the University research priority areas, for developing a track record for a larger external fund.

To be applied for by using the *OPVCR03B Seed Funding Scheme Application Form*.

Higher Degrees by Research students to apply for Seed Funding jointly with their supervisors to cover the costs of their Higher Degrees by Research projects (a maximum amount of \$15,000 for PhDs and \$10,000 for Masters by Research).

Funding applications will be assessed based on the following criteria:

- a. All funding applications are to be aligned to one or more Fiji National University Research Priority Area/s.
- b. All applications are to be submitted by a team comprised of at least 2 or more people from Fiji National University.
- c. The maximum amount of funding should not exceed \$15,000.00.
- d. All applications to include a project plan for completion within twelve months of project commencement.
- e. All funding applications to provide clear details of how this project will develop a track record required for further funding from an external source, including:
  - i. A plan for a publication for evidence of knowledge in the area; and
  - ii. An identified external source for further funding.
- f. A clear justification for each Fiji National University finance approved cost item to be included in the budget section of the proposal.
- g. All funding applications to clearly indicate the significance of the research and scientific excellence.
- h. All Seed funding applications are to be approved by the University Research Committee/a subcommittee of experts in the discipline/The Office of the Pro Vice Chancellor Research.
- i. FNU Seed Funding does not support buying of teaching time and/ or laptop/PC (since all staff members are provided with a laptop/PC by the University).
- j. Professors do not qualify for Fiji National University Seed Fund.
- k. A signed electronic copy of the application must be submitted as a single PDF document incorporating the Application Form and all attachments to the Pro Vice Chancellor Research Office.
- l. Any research requiring ethics clearance for undertaking this research must have approval from the University Research Ethics Committee.
- m. All researchers must comply with the Fiji National University Intellectual Property Policy.
- n. Staff must remain affiliated with Fiji National University for the duration of the funding period, and graduate researchers must have completed their candidature confirmation to qualify for these funds.

Research applications will be assessed based on the following criteria:

- a. Originality and creativity.
- b. Value for money.
- c. Scientific Excellence/Research Design.
- d. Expected contribution to knowledge in the discipline.

## 2.2 Fiji National University International Collaborative Funding Scheme (FJD 25,000)

FJD 25,000 maximum with a matching amount or greater from an external partner (Industry/Government/NGO) to enhance external funds for research at the University fostering applied research.

To be applied for by using the *OPVCR03C Industry Collaborative Funding Application Form*.

FNU Industry Collaborative Research Funds have been developed to enhance external funding and partnership for research with significant impact on an area relevant to Fiji.

The Industry Collaborative Research Funds support a wide range of project types to develop external partnerships and collaboration for applied research, innovation and entrepreneurship.

Participation will also provide training and development in building value propositions, pitching skills, business development, research engagement and research translation.

Successful applicants will receive up to \$25,000 funding and management support for their projects if an equal amount or more is secured from the industry (an external collaborative partner).

All FNU academic staff are eligible to participate in this scheme of funding. Staff must remain affiliated with FNU for the duration of the fund, and graduate researchers must have completed their candidature confirmation to qualify for these funds.

A Project Leader will have overall responsibility for delivering the project. This person must be a member of staff and must be able to demonstrate that they have sufficient time capacity to make a sustained commitment to the project. The Project Leader may only apply for one project each year but maybe a team member on other projects.

The Project Leader or team members must be willing to attend showcase events and provide mentoring to other recipients to share the knowledge they gain from participating that can be shared across the FNU community.

**Support:** Up to \$25,000 per project.

**Project duration:** Six to nine months.

Funding applications will be assessed based on the following criteria:

- a. All funding applications are to be aligned to one or more Fiji National University Research Priority Area/s.
- b. All applications are to be submitted by a team comprised of at least 2 or more people from Fiji National University.
- c. The maximum amount of funding from Fiji National University will not exceed \$25,000.00.
- d. Collaborative research partner (Industry/Government/NGO) to contribute an equal or greater amount than Fiji National University contribution.

- e. All funds from external partner/s (Industry/Government/NGO) to be received by FNU prior to the approval of funds from FNU to a maximum amount of \$25,000.
- f. All applications to include a project plan for completion within twelve months of project commencement or within industry specified time for completion.
- g. All funding applications to provide clear details of how this project will, support innovation and include a plan for publications arising from this project.
- h. A clear justification for each Fiji National University finance approved cost item to be included in the budget section.
- i. All funding applications to clearly indicate the significance of the research and scientific excellence.
- j. All funding applications are to be approved by the University Research Committee/a subcommittee of experts in the discipline/The Office of the Pro Vice Chancellor Research.
- k. Fiji National University Funding does not support buying of teaching time and/ or laptop/PC (since all staff members are provided with a laptop/PC by the University).
- l. Professors are encouraged to lead Industry Collaborative Funded projects and to include an Early Career Researcher.
- m. A signed electronic copy of the application must be submitted as a single PDF document incorporating the Application Form and all attachments to the Pro Vice Chancellor Research Office.
- n. Any research requiring ethics clearance must have approval from the relevant University Research Ethics Committees.
- o. All researchers must comply with the Fiji National University Intellectual Property Policy.
- p. Research application will be assessed based on the following criteria:
  - i. The nature of collaboration between Fiji National University and Industry.
  - ii. Value for money.
  - iii. Contribution in dollars from Industry.
  - iv. Scientific excellence.

### 2.3 Fiji National University International Visiting Fellowship Scheme (FJD 10,000)

FJD 10,000 maximum to bring in distinguished scholars and leaders to the University.

To be applied for using the *OPVCR03D International Visiting Fellowship Scheme* Application Form.

The International Research Exchange Fellowship is a scheme introduced to support international researchers to visit FNU and undertake a period of research activity at FNU and support FNU researchers in one or more research activities.

The maximum grant sought is not to exceed \$10,000, and it should be noted that only applications requesting funding for bilateral exchanges will be considered.

This grant is to be used principally to cover the cost of travel, accommodation, and per diem or honorarium. Any use of the grant outside of these areas may only be done with prior consultation and approval. Funding for seminars, lectures and other activities carried out by international researchers may be funded by the College, school and research center/group directly or by utilising additional external funding obtained through Government or industry sponsorship, or grant from another Trust or Foundation, or by the international host organisation. All applicants should ensure that they have developed accurate costing for all proposed activities.

To be eligible to apply for an International Research Exchange Fellowship, applicants must be a member of FNU's academic staff and hold a continuing or fixed-term appointment for the duration of the Fellowship programme.

In the case of an international researcher/Fellow coming to FNU, the applicant must demonstrate an established research connection between the international researcher and FNU. Similarly, an FNU academic proposing to travel overseas must demonstrate an established research connection with an overseas institution. The researcher travelling to/from FNU should have a strong publication and grant record for the last 3 – 5 years.

At the closing date for applications (to be announced), applicants must not have any overdue progress and/or final reports for external or internal research grant funding. Applications that do not meet this criterion will be ruled ineligible.

Preference will be given to applications where evidence of matching external funding has been secured. Where the cost of the exchange exceeds \$10,000, it is expected that applicants will source the balance of funds through other channels, including a research grant, the applicant's School or College, the incentives achieved by the applicant and the International Fellow's institution.

Proposed Fellows are generally expected to be of the highest caliber in their field and have an international standing. Preference will be given to proposed Fellows whose research aligns with FNU's research priority areas. Applicants are strongly encouraged to develop their applications in consultation with their Deans and Associate Deans Research.

Successful Fellows who will be visiting FNU will be required to:

- a. deliver a lecture or seminar (of interest and open) to the wider community that could attract publicity;
- b. run a workshop for:
  - i. publications in tier one journals; and/or
  - ii. future collaborative research activities between the Fellow's Institute and FNU.

#### 2.4 Research Preparatory Funding Scheme (FJD 1,000)

For the purchase of research material such as journals and books not freely available online or supported by the Library for the purpose of writing a funding application.

For the hiring of Research Assistants to help with the preparation of the proposal, especially the compilation of literature review.

To be applied for by using the *OPVCR03A Research Preparatory Funding Application Form*.

### 3.0 Approval Agency

FNU Senate

### 4.0 Revision Log

This table will be used to insert dates of the different versions made on the guideline.

Version	Date of Approval	Comment
1.0	21 January 2020	Approved by the FNU Senate
2.0	2 March 2021	Approved by the FNU Senate

### 5.0 Sponsor

Pro Vice Chancellor Research

## 6.0 Contact Person

The following person may be contacted in relation to this guideline:

Office of the Pro Vice Chancellor - Research

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