

FNU RESEARCH INCENTIVE AWARDS GUIDELINE

Prepared by: OPVCR

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1.0 Research Support at FNU

Fiji National University undertakes and supports applied, and discovery research, outcomes of which are relevant to the nation for policy development and economic growth. FNU recognises and encourages high-quality publications and other research outcomes such as patents and creative works of international standards.

2.0 Incentive Awards for Research Achievements

FNU recognises researchers' achievement with the following awards:

2.1 Patents

Patents resulting from research carried out at Fiji National University will qualify for an incentive award of FJD 8,000.

2.2 Research Books

A peer-reviewed research book published by a credible publisher will qualify for an incentive award of FJD 8,000. The book must demonstrate the following:

- a. Evidence of scholarship and contribution to a discipline.
- b. Innovative contribution to the discipline.
- c. Evidence of peer review.
- d. An International Standard Book Number (ISBN) or Digital Object Identifier (DOI). Be easily accessible (print and/or online).

2.3 Journal Articles

Incentive award for journal paper publications:

- a. Q1 – FJD 5,000
- b. Q2 – FJD 3,000
- c. Q3 – FJD 2,000
- d. Q4 – FJD 1,000

Journal rankings determined, according to *Procedure for Finding Journal Rankings*.

Distribution of Award

- a. Professors and Associate Professors are awarded for publications only in Q1 & Q2 (A* and A) journals.
- b. Assistant Professors in Q1, Q2, Q3 and Q4.
- c. Lecturers in Q1, Q2, Q3 and Q4.

Where Fiji National University academics collaborate with a person outside of FNU, incentive award for the publication will be awarded proportionally to FNU staff only.

Where two or more Fiji National University academics collaborate with authors outside of FNU, the incentive award will be distributed to the Fiji National University staff as per their own declared percentage of work into the journal article.

It is the responsibility of the academics to provide evidence that all other authors agree to their contribution to the publication.

Timing of Award Payment

- a. The incentive award will be processed based on the DOI (Digital Object Identifier) number and/or publication details.

2.4 Book Chapters

Book Chapters will qualify for an incentive award of FJD 500.

2.5 Creative Works

Creative works such as poetry, short stories, children's books, music, art, theatre, and dramatic performance will receive an incentive award in the range of FJD 500 to FJD 3,000.

- b. Applications for creative works will be assessed as per the Australian Research Council guidelines, by a Fiji National University subcommittee made up of experts in the discipline, or by one or more experts from other national universities.

2.6 Externally Funded Projects

Research teams that successfully receive an external grant of or above FJD 600,000 will qualify for an incentive award of FJD 3,000.

Research teams that successfully receive an external grant in the range of FJD 300,000 to FJD 599,999 will qualify for an incentive award of FJD 2,000.

Research teams that successfully receive an external grant in the range of FJD 100,000 to FJD 299,999 will qualify for an incentive award of FJD 1,000.

Incentive awards will be determined according to the proportion of work stated by each team member, and it is the responsibility of faculty members to provide evidence that the research team members agree to their contribution to the external funding application.

Professors will not qualify for incentive awards for receiving external grants due to their experience and requirements of the position.

2.7 Application for Incentive Award Process

Applications for the incentive awards are to be made to the Office of Pro Vice Chancellor Research using the Incentive Award Claim Form (*Incentive Award Claim Form*).

Completed forms with copies of patent, book, journal publication, book chapter, creative work, externally funded project evidence are to be forwarded to the Manager Data and Analytics at the Office of the Pro Vice Chancellor Research for approval.

A signed electronic copy of the application must be submitted as a single PDF document incorporating the Application Form and evidence of success to be forwarded to the Office of the Pro Vice Chancellor Research by the applicant.

The Office of the Pro Vice Chancellor Research will then approve and authorise payment by Finance and congratulate the recipients for their achievements.

2.8 Incentive Payments

The above incentive payments apply from 2019.

Incentive awards can be used for funding conferences and research-related fieldwork.

3.0 Approval Agency

The FNU Senior Management Group

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 2019	Approved by the FNU SMG
2.0	2 March 2021	Approved by the FNU Senate

5.0 Policy Sponsor

Pro Vice Chancellor Research

6.0 Contact Person

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

[EO-PVCR](#)

Office of the Pro Vice Chancellor - Research

Fiji National University

Ph: +679 3394000 Ext: 2042