

# 2026 New Zealand Mana Tūāpapa Future Leader Fellowship Guidelines for panellists

NGĀ ARATOHU MĀ TE RŌPŪ WHIRIWHIRI

The **Mana Tūāpapa Future Leader Fellowship** is one of the Aotearoa New Zealand Tāwhia te Mana Research Fellowships. Mana Tūāpapa is designed to support Aotearoa New Zealand's talented **early career researchers** to establish the foundations of an excellent and impactful research career.

Supported by the New Zealand Government with funding from the Ministry of Business, Innovation and Employment. Nā Te Hīkina Whakatutuki te mana hāpai.

**Te Kāwanatanga o Aotearoa**  
New Zealand Government



**MINISTRY OF BUSINESS,  
INNOVATION & EMPLOYMENT**  
HĪKINA WHAKATUTUKI

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## Changes for 2026

### Ngā huringa mō te tau 2026

The following changes have been made for the 2026 round:

- Added eligibility criteria that applicants should not have been awarded a major research grant (e.g. Marsden Fast-Start or Endeavour Fund) as a principal investigator or equivalent leadership role.
- Added selection criteria that applicants will be assessed on alignment with Government priorities and rationale for how the research proposal may contribute to, support or build capability in those priority areas.
- An opportunity for applicants to list a Mentor for their Fellowship has been added. Once added to the application, the Mentor must agree to being a Mentor on the portal before the application can be submitted.
- Added guidance around the use of generative artificial intelligence (AI) technologies in assessment of applications.

# Background to the Tāwhia te Mana Research Fellowships

## He whakamārama mō Tāwhia te Mana

The Aotearoa New Zealand Tāwhia te Mana Research Fellowships are administered by Royal Society Te Apārangi on behalf of the Ministry of Business, Innovation and Employment (the Ministry).

The Fellowships will support researchers at different career stages to produce excellent and impactful research and to develop into leaders in their fields, their respective host organisations and across the whole of the Aotearoa New Zealand science, innovation and technology (SI&T) system. It is expected that Fellows, throughout their careers, will contribute to positive outcomes for Aotearoa New Zealand, including (where applicable) giving effect to the Vision Mātauranga policy in their work and their community.

Receipt of an Aotearoa New Zealand Tāwhia te Mana Research Fellowship is expected to have significant value for the future career development and leadership potential of a researcher.

The Māori terms in the fellowship names reference the Ministry of Business, Innovation and Employment's values, which includes Tāwhia tō Mana (building and retaining your reputation) as part of enabling the aspiration to "Hīkina Whakatutuki - Grow Aotearoa New Zealand for all". Tāwhia te Mana Fellowships contribute to building excellence in the SI&T sector.

The Aotearoa New Zealand Tāwhia te Mana Research Fellowships consist of three schemes, targeted at early, mid- and established career researchers respectively. The three schemes are:

- New Zealand Mana Tūāpapa Future Leader Fellowship (discussed in these guidelines)
- New Zealand Mana Tūānuku Research Leader Fellowship
- New Zealand Mana Tūārangi Distinguished Researcher Fellowship.

The schemes target excellent candidates at three career stages: early-career researchers/future leaders building the foundations of their career (mana tūāpapa); mid-career researchers, further establishing themselves as research leaders (mana tūānuku); and distinguished researchers with expansive career success and a prominent international reputation (mana tūārangi).

# New Zealand Mana Tūāpapa Future Leader Fellowships

## Mana Tūāpapa

The panellist guidelines below provide panellists with information on the selection of New Zealand Mana Tūāpapa Future Leader Fellowship recipients. The fellowship targets early-career researchers/future leaders building the foundations of their career (mana tūāpapa).

### Objectives

#### Ngā whāinga

The New Zealand Mana Tūāpapa Future Leader Fellowships will support Aotearoa New Zealand's talented early career researchers to establish the foundations of an excellent and impactful research career.

All Aotearoa New Zealand Tāwhia te Mana Research Fellowships include the overriding objective to develop the future leaders of the Aotearoa New Zealand science, innovation and technology system, and:

- improve the retention of talented future research leaders within the SI&T system, both during the fellowship and in their post-fellowship careers, through development of a strong track record
- support career development, to empower Fellows to become leaders in their fields, their organisations and across the SI&T system
- improve equity and diversity within the SI&T system, in particular by creating opportunities for Māori, Pacific peoples and women who are excellent researchers and future leaders of research
- reward and support a range of boundary-pushing research activities that build SI&T capability in areas of Government priority, including those that focus on generating economic impact from research.

### Description

#### Whakamāramatanga

Around twenty New Zealand Mana Tūāpapa Future Leader Fellowships of four years in length will be awarded annually, for research in any field based in an Aotearoa New Zealand host organisation.

Fellowships are awarded on 0.8 Full Time Equivalent basis, unless otherwise agreed by Royal Society Te Aparangi. The remainder of Fellows' time may be used for other research, teaching and non-research related development opportunities.

The duration of the Fellowship will be for four years. The Fellowship may be undertaken on a part-time basis to enable the Fellow to fulfil family and/or care responsibilities, including personal care, subject to agreement by the host and Royal Society Te Aparangi, in which case the duration of the Fellowship may be extended up to a maximum of eight years.

The total value of the Mana Tūāpapa Future Leader Fellowship is \$820,000. The Fellowship will award per annum (excl. GST):

- \$82,500 contribution to the researcher’s salary
- \$82,500 in organisational overheads
- \$40,000 for research-related expenses.

By exception, with agreement of the applicant, the host and Royal Society Te Apārangi, the contributions above may be shifted between the different components.

## Eligibility

### Ngā paearu āheitanga

For the purposes of the New Zealand Mana Tūāpapa Future Leader Fellowships, an early career researcher is a researcher with up to 4 years of research experience. The eligibility window of up to 4 years of research experience is defined as the PhD being conferred within four years of the closing date for applications (PhD conferred on or after 07 May 2022).

Following approval by Royal Society Te Apārangi, eligibility can be extended where applicants have an allowable career interruption, including maternity/parental leave, medical leave, part-time employment because of ongoing childcare responsibilities or to account for work or service in the community or in industry, or as otherwise agreed to by Royal Society the Apārangi. Applicants that are the primary caregiver of dependent children born since their PhD was awarded, are also able to extend the period of eligibility by two years per child, to account for career interruptions experienced due to being the primary caregiver for young children. The extension of two years per dependent child is inclusive of any periods of parental leave.

**Royal Society Te Apārangi checks the eligibility of all applications prior to forwarding these to panellists. All applications forwarded for review fulfil the eligibility requirements.**

However, the panel will be asked to affirm that selected applicants meet the eligibility criteria to “Not previously been awarded a major research grant (e.g. Marsden Fast-Start or Endeavour grant) as a Principal Investigator or equivalent leadership role”, based on the information provided in the application.

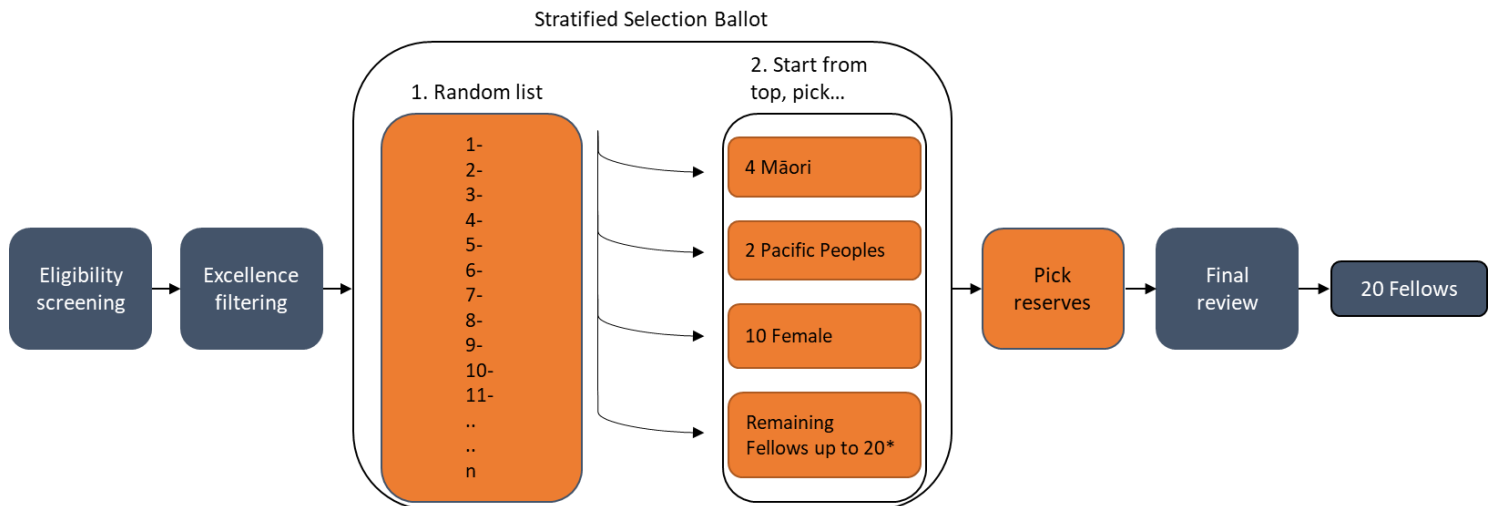
### Additional requirement

In accordance with the Russia Sanctions Act 2022, the applicant and their research must not benefit a Russian state institution (including but not limited to support for Russian military or security activity) or an organisation outside government that may be perceived as contributing to the war effort.

## Selection process

### Hātepe mō te tīpako

The selection process will comprise an eligibility screening, a referee suitability filter followed by a stratified selection ballot, and a final review by an independent panel as set out in the following process diagram.



*Note: Orange boxes refer to activities related to the selection algorithm described on [Github](#). \*Fellows may include additional Māori, Pacific Peoples and female applicants depending on the demographic proportions of the applicant pool and the randomly generated list.*

These processes are briefly described in more detail below.

### Eligibility screening

Applications will be checked against the eligibility criteria set out above. Applications will also be checked for completeness.

### Referee suitability filter

The referee suitability filter is used to determine if an applicant is suitable for a fellowship. Referees are asked to use a Likert scale to score applicants' abilities (relative to opportunity) across the range of different attributes below:

- proposed **research plan**? Is it clearly articulated? Does the applicant have a **high likelihood to deliver research outcomes, and is the research pushing boundaries**?

*(Referees' written comments to this question will be provided as feed-back to the applicant with their decision letter)*
- potential as a future research leader**, which may include: vision for their field of work, understanding of how their proposed research can benefit New Zealand (including potential benefits in areas of future value, growth or critical need for New Zealand), knowledge transfer activity. (Includes applicant feedback)

*(Referees' written comments to this question will be provided as feed-back to the applicant with their decision letter)*

- **research achievements** and their potential to establish, re-enter or further progress their career in research?
- ability to **independently develop and plan original and innovative research**? This includes, *where relevant*, showing skill and expertise in mātauranga Māori and/or Kaupapa Māori.
- ability to effectively **communicate research** in writing and verbally to a variety of audiences to generate impact (e.g., writing of funding proposals, research synopses, publications, or other written material, along with presenting at conferences, seminars, hui, wānanga, discussion forums, outreach events or other opportunities)?

The scoring indicators are:

Score	Keywords	Guidance
7	<b>Truly Exceptional</b> - Top 0.1%	The performance is truly exceptional, entirely driven by the applicant, and world-leading. The applicant has demonstrated outputs and leadership way above their peers, independently planned and executed world-leading, and boundary pushing research and has been awarded significant research grants as a principal investigator from esteemed funding agencies.
6	<b>Outstanding</b> – Top 1%	Performance is extraordinary with no gaps or weaknesses.
5	<b>Excellent</b> – Top 10%	Performance is clearly strong or exemplary. Gaps or weaknesses are insignificant and managed effectively.
4	<b>Good</b> – Top 25%	Performance is generally strong. Gaps or weaknesses are mostly insignificant and are managed effectively.
3	<b>Adequate</b> – Top 50%	Performance is average. There are gaps or weaknesses which are mostly managed effectively.
2	<b>Below Average</b>	Performance is below average. There are significant gaps or weakness which are difficult to manage effectively.
1	<b>Below standard</b>	Performance is below average to poor. Some gaps or weaknesses may not be managed effectively
0	<b>Insufficient evidence/knowledge</b>	Unable to score

Average scores for each suitability attribute will be combined. The Mana Tūāpapa assessment panel/panel chair will determine and apply a cutoff threshold based on scores provided by referees, and all applications above the threshold will enter the ballot.

## Selection

A stratified selection ballot will be used to select recipients. The stratified selection ballot will ensure that:

- around 20 per cent of Fellowships are awarded to applicants who whakapapa Māori
- around 10 per cent of Fellowships are awarded to applicants who identify as being of Pacific ethnicity
- around 50 per cent of Fellowships are awarded to applicants who identify as female.

All applications which meet the threshold for referee suitability will be sorted into a randomly ordered list. The top four listed applicants who whakapapa Māori will be selected. The top two applicants who identify as Pacific Peoples will be selected. The top listed applicants who identify as female and gender diverse will be selected until there are 10 recipients, including Māori and Pacific Peoples, that identify as female. Again, going back to the top of the list, remaining top listed applicants will be selected until a total of 20 recipients is reached. These remaining recipients will be predominantly those that do not identify as Māori, Pacific or female but may include Māori, Pacific Peoples and female applicants depending on the demographic proportions of the applicant pool and the randomly generated list. For more information on the selection ballot process see [Github](#).

## Final Review

A final review of the balloted applications will be undertaken by the Mana Tūāpapa assessment panel. The panel is appointed by Royal Society Te Apārangi and chaired by the President of Royal Society Te Apārangi, or their nominee. The Panel will be appointed to ensure diverse organisational, ethnic and gender representation.

The Panel will review each balloted application, including referee scores and comments, to ensure that that it meets the selection criteria of the scheme below.

## Criteria

Each application must demonstrate:

- Applicant potential as a future research leader, which may include:
  - vision for their field of work,
  - understanding of how their research can benefit New Zealand (including potential benefits in areas of future value, growth or critical need for New Zealand),
  - team leadership,
  - knowledge transfer activity,
  - entrepreneurial activity (where applicable) and,
  - giving effect to the Vision Mātauranga policy in their research and community (where applicable).
- applicant track record and potential to establish, re-enter or progress their career in research relative to opportunity

- the clear articulation of a research plan with high likelihood to deliver research outcomes
- alignment with Government priorities and rationale for how the research proposal may contribute to, support or build capability in those priority areas.
- suitability of the host’s capability to support the Fellow (including cultural support and pastoral care) throughout the Fellowship.

Applications that are assessed as not fulfilling the selection criteria will be disregarded and replaced by a new application selected from balloted reserve applications, which will also be subject to final review.

## Role of the Panel

Prior to the Panel convening, all applicants entering the ballot have passed a suitability threshold based on the received referee scores.

The role of the Panel is to:

- confirm the suitability threshold (may be undertaken by the Panel Chair)
- ensure that the Tāwhia te Mana Fellowship’s diversity targets are being met in accordance with the Terms of Reference for the scheme
- confirm that all 20 recommended Fellows fulfil the Fellowship objective to support “talented early career researchers to establish the foundations of an excellent and impactful research career” and support capability in areas of Government priority, including those that focus on generating economic impact from research.

## Panel review process

Prior to the Panel meeting, panellists will be provided with the following information:

- total application statistics, including referee score statistics and an explanation for how the excellence filter was applied (to be ratified by the Panel Chair before the ballot) an electronic version of 20 applications selected by ballot. Reserve applications will be provided to the panel as needed at the Panel meeting.

Panellists are asked to consider the questions below for each application in order to ensure all recommended Fellows fulfil the Fellowship objectives. By marking one or more areas as a concern, the panellist signals a need for the panel to discuss this concern further at the panel meeting. If the panel after discussion identifies a concern as a serious concern, they may choose to not recommend the application for funding. In this instance, an additional balloted application (taking into account equity and diversity overlays) will be considered for funding at the panel meeting. For more information see [Appendix IV: Guide for Panel Chairs and Members](#).

The recommendations of the selection panel for successful applicants are ratified by Royal Society Te Apārangi.

Questions to consider	Information to consider (where relevant to research experience/opportunity)
Do you have any <b>serious</b> concerns about the applicant’s potential as a future research leader, which may include: vision for their field of work, potential benefits for Aotearoa New Zealand, team leadership, knowledge transfer activity, and where applicable: entrepreneurial activity and giving effect to the Vision Mātauranga policy.	As evidenced by narrative CV, visionary statement (including how an applicant’s fellowship can contribute to positive outcomes for Aotearoa New Zealand), and referee comments.
Do you have any <b>serious</b> concerns about the applicant’s track record and potential to establish, re-enter or progress their career in research relative to opportunity?	As evidenced by narrative CV, visionary statement (including how an applicant’s fellowship will support their career development) and referee comments.
Do you have any <b>serious</b> concerns about the clear articulation of a research plan with high likelihood to deliver research outcomes?	As evidenced by the research plan and referee comments about the research plan. Where relevant, proposals should consider the relation of the research to the themes of Vision Mātauranga and broader engagement with Māori.
Do you have any <b>serious</b> concerns about whether the proposal aligns with government priorities and contribute to, support or build capability in those priority areas?	As evidence by the research plan – alignment with government priorities section (does the research align with current government priorities and is the rationale provided credible and well supported). <sup>1</sup>
Do you have any <b>serious</b> concerns about the host’s capability to support the Fellow (including cultural support and pastoral care) throughout the Fellowship?	As evidenced by the host support document.

## Alignment with Government priorities

The Government regularly publishes high-level strategies that outline its overall priorities and the outcomes it seeks to achieve. These strategies set the broad direction for how public investment and activity should be oriented. Ministerial statements, public releases, and Budget announcements further clarify areas of focus, including specific priorities or capability needs where the Government intends to direct effort and investment.

Applicants have been asked to consider, as part of their proposal, how their research has the potential to contribute to Government priorities and outline how it will build capability in these areas. Where practicable, applicants should reference the specific priorities and briefly describe how their proposed work aligns with or supports those priorities. For the panel to be

able to verify their reference, applicants have been asked to include a link(s) to the referenced document(s).

Only proposals aligning with government priorities can be recommended for funding.

## Assessment in relation to applicants' years of research experience

Panel members must consider applications in relation to an applicant's opportunities. To support this process, applicants are asked to provide their 'years of research experience' after PhD conferment, which is stated on the first page of the application. The years of research experience excludes periods of maternity/parental leave, medical leave or other relevant career breaks as should be outlined in the applicant's Narrative CV.

## Vision Mātauranga

[Vision Mātauranga](#) is a policy about innovation, opportunity and the creation of knowledge that highlights the potential contribution of Māori knowledge, resources and people. There are four themes:

- **Indigenous Innovation**, which involves contributing to *economic growth* through distinctive research and development
- **Taiao**, which is concerned with achieving *environmental sustainability* through iwi and hapū relationships with land and sea
- **Hauora/Oranga**, which centres around *improving health and social wellbeing*
- **Mātauranga**, which involves exploring *indigenous knowledge*.

A Vision Mātauranga statement must be included for all research that has relevance for Māori. If the applicant ticks 'not applicable', they are also required to provide a rationale for this decision.

Applications that align with one or more of the four themes, are given up to one additional page to describe their proposed research. This gives applicants an opportunity to more easily integrate Vision Mātauranga into the conceptual framework and/or research design of the proposed programme, for example, demonstration of consultation, linkages, outcomes or other relevant information. Alternatively, applicants may choose to gather all relevant Vision Mātauranga information under a separate relevant Vision Mātauranga heading under the Research Programme template, or use any combination of information across the template.

Panellists are asked to consider the quality of the Vision Mātauranga engagement (including reasoning for why engagement is not applicable) in their assessment.

## Vision Mātauranga costs

If a proposal is aligned to Vision Mātauranga, the panel assessment may additionally consider costs associated with Vision Mātauranga capability development and engagement in the budget.

Examples include (but are not limited to):

- Research assistant time
- Student stipend support
- Costs of engagement or consultation (direct expenses). Examples could include: donation to the organisation or marae committee as a way of recognising expertise and contribution; koha; vouchers; providing resources such as books or research findings to the communities involved.
- Costs of dissemination (for example, hui) – direct expenses

For more information on Vision Mātauranga, please see [Appendix I](#). For a glossary of commonly used Māori concepts, words and phrases commonly seen in Fellowship proposals, please see [Appendix II](#).

## Consideration of referee reports

Applications must be supported by three applicant-solicited referees reports. Applicant-solicited referees are used for the assessment of proposals in conjunction with the selection criteria. Where relevant, applicants may choose to have one referee comment on other aspects important for their career as a researcher, e.g. working with communities, stakeholder relationships, demonstration of leadership, research service or any other aspects they see as relevant.

Referees are asked to comment on the applicant’s abilities, relative to opportunity, in a series of questions on various aspects of a research career as well as to provide any other comments they feel relevant. Referees are encouraged to engage with all the questions where relevant. However, if a referee feels uncomfortable answering, or are unable to answer, any of these questions, they may choose to skip them and provide comments in the free text field. Ultimately, it is the responsibility of the applicant to ensure that their chosen referees combined are able to comment on the applicant’s research plan and the applicant’s ability to progress their research career.

Referee reports have been provided to you in confidence. The applicant has solicited the referee reports, which were directly submitted to Royal Society Te Apārangi. However, in order to fulfil a request from the Early Career Researcher community for the Royal Society Te Apārangi to provide feed-back on their application, referees’ written comments to the first two questions (“*proposed research plan*” and “*potential as a future research leader*”) will be made available to the applicant with the decision letter. Referees can also choose to give additional written feedback to the applicant. Referees have therefore been instructed to provide some constructive feed-back on how the applicant could increase their research proposal and their leadership. Apart from these three questions discussed above, all other referee comments, and all the scores, will not be made available to the applicant.

Note that applicants MUST use their PhD or postdoctoral supervisor as one of their referees unless otherwise agreed to by Royal Society Te Apārangi. Potential conflicts of interests as a consequence of this rule should be noted without negatively affecting the assessment. The panel must note other instances where a referee has a conflict of interest in recommending an applicant.

Referees are additionally asked to state their relationship to the applicant, describe any real or perceived conflicts of interest, and shortly describe their own experience (research or other) relevant to the proposal, e.g. years of research experience, fields or research, number of student/postdoctoral fellows they have supervised as official supervisor etc.).

The panel must use their combined disciplinary and cultural understanding to inform their decisions about a potentially conflicted referee, and how to assess the referee reports.

## Consideration of Budget

Panellists are reminded that, as per the Terms of Reference for the Fellowship, a significant part of the budget must be used as a contribution to a fellow's salary and overheads.

Applicants have been informed that the budget should support the proposed project. For example, if the project is dependent on travel activities that have not been budgeted for, it may jeopardize the delivery of the project.

Note that all Fellows will dedicate 0.8 FTE to their programme of research. However, the budget may show a salary contribution for less than 0.8 FTE if part of the applicant's salary is supported by another grant. This is NOT a problem. For budget queries, please contact the Secretariat.

## Sensitive issues

### Unconscious bias

Unconscious bias refers to a bias which we are unaware of, and which happens outside of our control. Royal Society Te Apārangi wants to ensure that this bias has minimal influence on funding recommendations being made by Society-appointed reviewers. The literature suggests that awareness of unconscious bias can limit the impact of this bias. We therefore encourage panellist to watch the short (3 minutes) introduction video below from the Royal Society London to familiarise/reacquaint yourself with the topic.

[Royal Society London – Understanding unconscious bias](#)

Some recommendations to blunt the impact of unconscious bias are to:

- Be prepared to **recognise** the impact of unconscious bias
- Deliberately **slow down** decision making
- **Reconsider** reasons for decisions
- **Question** cultural stereotypes.

The [Declaration on Research Assessment \(DORA\)](#) recognises the need to improve the ways in which researchers and the outputs of scholarly research are evaluated. Therefore we encourage panellists to read the Rethinking Research Assessment - Unintended Cognitive and System Biases resource which is appended to these guidelines in [Appendix III](#).

Please also feel free to explore some of the additional resources below:

- <https://implicit.harvard.edu/implicit/takeatest.html>

Link to Harvard University implicit association tests (IAT) on unconscious bias in relation to Gender and Science, and Gender and Career.

- <https://www.microsoft.com/en-us/inclusion-journey/learn>

Short Microsoft eLesson course designed to help participants understand what unconscious bias is, how it works, and strategies to counter it in the workplace.

- <https://offices.depaul.edu/academic-affairs/academic-diversity/Documents/State%20of%20Science%20Implicit%20Bias%20Review.pdf>

“State of the Science: Implicit Bias Review” from Ohio State University’s Kirwan Institute for the Study of Race and Ethnicity – this publication covers a wide range of issues relating to implicit or unconscious bias and general mitigation strategies.

- <https://www.youtube.com/watch?v=Colryqt2WcU&feature=youtu.be>

Unconscious bias training prepared by the Tertiary Education Commission in 2018 for the Performance-Based Research Fund (PBRF) assessment panels.

## Privacy

Royal Society Te Apārangī has obligations under the Privacy Act to keep confidential certain information provided by individuals. Moreover, the records of deliberations by panels are regarded as strictly confidential; as are the contents of applications.

- Panel members should ensure the safe keeping of all applications and related confidential documents (e.g. referee reports).
- At the conclusion of the assessment process, members should leave documentation with Royal Society Te Apārangī staff and destroy any documentation remaining elsewhere.
- Panel members should not enter into correspondence or discussion of the contents of the applications with referees, third parties, or the applicants. Any necessary correspondence shall be addressed by the Secretariat of the Tāwhia te Mana Fellowship using the email address [tawhia@royalsociety.org.nz](mailto:tawhia@royalsociety.org.nz).
- The intellectual property of the ideas and hypotheses put forward in the applications should be treated in strict confidence.

## Conflicts of interest

Royal Society Te Apārangī takes the issue of conflicts of interest very seriously. A rigorous position is taken in order to maintain the credibility of the allocation process and to ensure that applications are subjected to fair and reasonable appraisal.

Royal Society Te Apārangī wants to ensure that the panel members are active researchers with an excellent background in research. As these researchers will invariably have connections with some applicants, conflicts of interest will arise. Where these occur for panel members, the following rules will apply.

- All conflicts of interest must be declared in writing to Royal Society Te Apārangī. Society staff will minute all conflicts of interest and actions taken.
- Where a panel member is a family member or close friend of any applicant(s), that person will not assess the proposal and take no part in the consideration of that proposal. They

will hear about the outcome of that proposal when official letters are sent to all applicants.

- If a panel member has an interest in an application, such as collaborating with an applicant or an applicant's group, or is conflicted with the applicant\* then that member shall not assess the proposal or interview the candidate.
- A panel member cannot be a referee for any applicant in the current funding round.
- If the Panel Chair has a conflict of interest then the duties of chairing shall be passed to another panel member.

*\*A panel member is generally deemed to be conflicted if:*

- *They work in the same department as the applicant(s). Where the department is large and contact between the panel member and applicant(s) is minimal, the Chair may deem there to be no conflict.*
- *They work at the same CRI AND are in the same team as the applicant(s) (the level of conflict will depend on the size of the organisation).*
- *They work at the same company as the applicant(s). The level of conflict will depend on the size of the company.*
- *They have co-authored publications with the applicant(s) in the last 5 years.*
- *They have a low level of comfort assessing the application due to their relationship with the applicant(s).*

When all conflicts of interest are taken into account, the Panel Chair may decide that the remaining panellists' expertise is not sufficient for assessment of a particular proposal. In this case, an additional opinion from an external independent person may be sought if possible. Alternatively, a panellist who has previously left the room may be asked to return to answer technical questions only.

## **Guidance around the use of generative AI technologies in assessment**

There is growing concern around the use of generative AI tools (large language models, e.g. Chat GPT) in the writing or assessment of grant proposals, as they could lead to confidentiality breaches and may generate fabricated content and citations.

**Panellists and external reviewers must not use large language models (LLMs) or other generative artificial intelligence (AI) technologies for assessing proposals.** This is due to confidentiality concerns. Inputting substantial, detailed information into a generative AI tool forfeits control of where that data may be sent, saved, viewed, or used in the future.

## **Role of Royal Society Te Apārangi staff**

It is not the role of Society staff to make funding decisions. Rather, their role is one of facilitation of and "guardianship" over the assessment process, ensuring that the process is credible and defensible. To achieve this, staff will:

- organise all logistical aspects of the process
- assist the panellists in determining realistic timetables for meetings

- provide a framework for assessment
- record funding decisions
- record any conflicts of interest and identify problem areas
- convey funding decisions to applicants and their host organisations - all discussions related to a decision should occur through Society staff
- negotiate contract details with host institutions.

## Timetable

### Wātaka

Date	Activity
Any time	Registration of prospective hosts to the On-Line web-based application system (portal) opens
Fri 01 May 2026	Latest day for Proposals On-Line web-based application system (portal) opening for applications
Thu 09 July 2026	Proposals On-Line portal closes, 2pm New Zealand Standard Time (NZST)
Wed 15 July 2026	Latest date for Royal Society Te Apārangi to send out invitations to applicant-solicited referees
Thu 06 August 2026	Deadline for receipt of applicant-solicited referee reports by the Secretariat of the Tāwhia te Mana Research Fellowships, 2pm NZST
Fri 14 August 2026	Latest date for completing the Ballot and forwarding balloted applications to the selection panel
Fri 11 September 2026	Deadline for panellist scores
Early October 2026	Final Review Panel Meeting
Late October 2026	Results announced

## Contact us

### Whakapā mai

Please address enquiries by email to: [tawhia@royalsociety.org.nz](mailto:tawhia@royalsociety.org.nz) or phone: + 64 4 472 7421

Additional information on the [Tāwhia te Mana Fellowships](#) is available on our website.

## Appendix I: Vision Mātauranga information for applicants

[Vision Mātauranga](#) is a policy about innovation, opportunity and the creation of knowledge that highlights the potential contribution of Māori knowledge, resources and people.

Applicants **must** identify which, if any, of the four Vision Mātauranga themes below are associated with the proposed research. If this is not applicable to your proposed research, you must tick N/A AND provide a brief rationale for this decision.

The four themes are:

- **Indigenous Innovation**, which involves contributing to *economic growth* through distinctive research and development
- **Taiao**, which is concerned with achieving *environmental sustainability* through iwi and hapū relationships with land and sea
- **Hauora/Oranga**, which centres around improving *health and social wellbeing*
- **Mātauranga**, which involves exploring *indigenous knowledge*.

Collection of the % contribution of each Vision Mātauranga theme to the proposed research will form part of our reporting obligations for NZRIS. If you have ticked one or more Vision Mātauranga themes, please consider each theme one at a time. Indicate the proportion of the proposed research that aligns with that theme. It is possible for the combined total to be over 100% (for example, if the proposed research is entirely Mātauranga and also has a Hauora/Oranga theme, the contributions could be 100% and 10% respectively).

If one or more themes apply to your proposed research programme, **up to one additional page** will be available for the “Proposed research” section of the application. This gives applicants an opportunity to more easily integrate Vision Mātauranga into the conceptual framework and/or research design of the proposed programme, for example, demonstration of consultation, linkages, outcomes or other relevant information. Alternatively, applicants may choose to gather all relevant Vision Mātauranga information under a separate heading, or use any combination of information across the “Proposed research” section. Aspects of Vision Mātauranga relating to relevant experience can be included in the “Narrative CV”. Where Vision Mātauranga is appropriate to a proposal, it can contribute to the assessment of its overall excellence.

### How do I decide whether my proposal aligns with Vision Mātauranga?

A Vision Mātauranga statement must be included for all research that has relevance for Māori. The research category descriptions outlined in the next section may help you decide if this applies to your project. Please note, however, that those categories are fluid, there may well be overlap between them, and not every point in each category need apply. It is important to explain your choices.

## Categories of Research

The five categories identified below have been adapted from those on the National Science Challenge, Biological Heritage website <https://bioheritage.nz/about-us/visionmatauranga/> hosted by Manaaki Whenua Landcare Research. Please note that there may well be overlap between categories as in categories 2 and 3 in terms of the nature and degree of relevance to Māori.

The original categories were set out by MBIE in information for the Endeavour Fund 2015.

### Research with no specific Māori component

- This category includes research projects where: No mātauranga Māori (Māori knowledge) is used.
- Māori are not associated with the research process (for example: there are no Māori involved in relation to any research management / advisory / governance panels; the proposal does not involve or relate to Māori land or institutions; Te Ao Māori or Māori communities are not part of any component of the research).
- Work is not likely to be of direct relevance to Māori.
- It is critical that the researchers involved carefully consider the possibility whether the proposed research has direct (and possibly indirect) implications or benefits for Māori. For example, if a research project is developing a virtual reality programme that seeks to simulate a societal context, the panel should reasonably expect that it would have a Vision Mātauranga dimension.
- There are occasions where researchers have consulted with their organisation's appropriate advisor, who may have indicated the researchers that Vision Mātauranga is not applicable. It is best to explain why this was deemed to be the case (for example, the applicant may be new to New Zealand)

### Research specifically relevant to Māori

This category includes research projects where:

- There is specific relevance to Māori.
- Mātauranga Māori may be used in a minor way to guide the work and its relevance to Māori. It includes work that contributes to Māori aspirations and outcomes.

### Research involving Māori

This category includes research projects where:

- Mātauranga Māori may be incorporated in the project, but is not central to the project.
- Research is specifically and directly relevant to Māori and Māori are involved in the design and/or undertaking of the research.
- The work typically contributes to Māori (for example: iwi, hapū, organisations) aspirations and outcomes.

### Māori-centred research

This category includes research projects where:

- The project is Māori-led, and where mātauranga Māori is used alongside other knowledges (for example: through frameworks, models, methods, tools, etc.).
- Kaupapa Māori research is a key focus of the project.
- Research is typically collaborative or consultative, with direct input from Māori groups, commonly including Māori researchers or a collaboration with Māori researchers or researchers under the guidance/mentoring of Māori. There is alignment with and contribution to Māori (for example: iwi, hapū, organisations) aspirations.

### **Kaupapa Māori research**

This category includes research projects where:

- Mātauranga Māori is incorporated, used and understood, as a central focus of project and its findings.
- Research is grounded in te ao Māori and connected to Māori philosophies and principles.
- Research typically uses kaupapa Māori research methodologies.
- Te reo Māori may be a central feature to this kaupapa or research activity, and key researchers have medium to high cultural fluency or knowledge of tikanga and reo.
- The research is generally led by a Māori researcher; non-Indigenous researchers may carry out research under the guidance/mentoring of a Māori researcher.
- Māori participation (iwi, hapū, mara, individual) is high.
- The work contributes strongly to Māori (for example: iwi, hapū, organisations) aspirations and outcomes and is mana enhancing.

### **Māori Research Workforce Development**

One of the purposes of the Vision Mātauranga policy is capability development. This is to build the capability of Māori individuals, businesses, incorporations, rūnanga, trusts, iwi, hapū, and marae to engage with research, science and technology. All applicants are asked to consider opportunities in addition to the categories of research above, for building the capacity of Māori researchers or students in their discipline.

### **Developing a Vision Mātauranga statement**

It is important to keep in mind that there is no single approach or prescription for Vision Mātauranga: one size does not fit all and there are many possible ways of addressing Vision Mātauranga. Vision Mātauranga should not, however, be seen as an add-on, nor should it be treated as separate from the research, methods or people involved in the project. A holistic approach that considers reciprocity and relationships is therefore desirable.

Vision Mātauranga does not begin and end with your Vision Mātauranga statement. You should document how you have considered Vision Mātauranga and demonstrate applicable actions and relationships throughout the research proposal and in relation to the various stages of the research that is proposed.

If you have indicated that the research is relevant to Māori, involves Māori, is Māori-centred or is a kaupapa Māori proposal, you need to demonstrate how you have considered Māori throughout all parts of the research, and how it underpins different dimensions of the research including the problem identification or design, research team composition, community partners, methods, analysis and intended impact.

The following questions may be useful to consider when conceptualising and writing your project:

- Have you co-created the research topic/issue with an iwi or Māori organisation?
- What does working in partnership with iwi mean to you as researchers?
- To what extent have you discussed the research with Māori partners and agreed on the methodology you will use?
- Was there full disclosure and informed consent to the proposed research with Māori partners? How has that agreement/informed consent been agreed to?
- Has the budget been disclosed and agreed to with Māori partners? Is there provision in that budget for Māori involvement, capability development and consultation?
- Is there appropriate Māori researcher involvement in the project, both in terms of PI/Als and capability development?
- What provisions have you made to ensure there is advice from appropriate Māori organisations throughout the life of the research project? If there are concerns or disagreements with Māori partners, how are these to be resolved?
- What provisions have you made to ensure there is appropriate technology transfer to Māori partners as the research proceeds and as findings become available towards the end of the project?
- Are there benefits to Māori? What are they? And how have these been agreed with Māori partners?
- Have all people named in the proposal given their support or endorsement to the proposed research or to be involved?
- How is the project an opportunity to build the capacity of Māori researchers or students in your discipline, both now and for the future?
- How are you and your team working to increase understanding of te ao Māori and iwi aspirations in your area of research?
- How might this research build new, or enhance existing, relationships with Māori?
- How will you share the research outcomes with Māori?
- Has there been agreement about the intellectual property ownership of research findings with Māori partners? What is the nature of that agreement?
- Is there a need for members of the research team to be proficient in te reo? How has this aspect been addressed?
- Is there a Tiriti o Waitangi component or requirement in your research?

### **Vision Mātauranga resources**

Below you will find a non-exhaustive list of published resources that describe, discuss, and talk about how researchers have engaged with Vision Mātauranga and kaupapa Māori research.

These range from early conceptions of Vision Mātauranga to more recent frameworks. The resources underscore the diverse ways Vision Mātauranga may be approached across disciplines and methodologies.

Allen, W., Jamie M. Ataria, J. M., Apgar, J. M., Harmsworth, G., and Tremblay, L. A. (2009). Kia pono te mahi putaiao—doing science in the right spirit. *Journal of the Royal Society of New Zealand*, 39:4, 239-242. DOI: [10.1080/03014220909510588](https://doi.org/10.1080/03014220909510588)

Crawford, S. (2009). Mātauranga Māori and western science: The importance of hypotheses, predictions and protocols, *Journal of the Royal Society of New Zealand*, 39:4, 163-166. DOI: [10.1080/03014220909510571](https://doi.org/10.1080/03014220909510571)

Broughton, D. (Te Aitanga-a-Hauiti, Taranaki, Ngāti Porou, Ngāpuhi), and McBreen, K. (Waitaha, Kāti Māmoe, Ngāi Tahu). (2015). Mātauranga Māori, tino rangatiratanga and the future of New Zealand science. *Journal of the Royal Society of New Zealand*, 45:2, 83-88. DOI: [10.1080/03036758.2015.1011171](https://doi.org/10.1080/03036758.2015.1011171)

Kana, F. and Tamatea, K. (2006). Sharing, listening, learning and developing understandings of Kaupapa Māori research by engaging with two Māori communities involved in education. *Waikato Journal of Education*, 12, 9-20.  
<https://researchcommons.waikato.ac.nz/bitstream/handle/10289/6198/Kana%20Sharing.pdf?sequence=3&isAllowed=y>

Macfarlane, S., Macfarlane, A. and Gillon, G. (2015) Sharing the food baskets of knowledge: Creating space for a blending of streams. In A. Macfarlane, S. Macfarlane, M. Webber, (eds.), *Sociocultural realities: Exploring new horizons*. Christchurch: Canterbury University Press, 52-67.

Moewaka Barnes, H. (2006). Transforming Science: How our Structures Limit Innovation. *Social Policy Journal of New Zealand Te Puna Whakaaro*, 29, 1-16. <https://www.msd.govt.nz/about-msd-and-our-work/publications-resources/journals-and-magazines/social-policy-journal/spj29/transforming-science-29-pages1-16.html>

Pihama, L., Tiakiwai, S.-J., and Southey, K. (eds.). (2015). *Kaupapa rangahau: A reader. A collection of readings from the Kaupapa Rangahau workshops series*. (2nd ed.). Hamilton, New Zealand: Te Kotahi Research Institute.

[https://researchcommons.waikato.ac.nz/bitstream/handle/10289/11738/Kaupapa%20ORangahau%20-%20A%20Reader\\_2nd%20Edition.pdf?sequence=7&isAllowed=y](https://researchcommons.waikato.ac.nz/bitstream/handle/10289/11738/Kaupapa%20ORangahau%20-%20A%20Reader_2nd%20Edition.pdf?sequence=7&isAllowed=y)

Smith, L. T., Maxwell, T. K., Puke, H., and Temara, P. (2016). Indigenous knowledge, methodology and mayhem: What is the role of methodology in producing indigenous insights? A discussion from Mātauranga Māori. *Knowledge Cultures*, 4(3), 131–156.

Vision Mātauranga resources from the Marsden Fund, including a video resource, is available at: <https://www.royalsociety.org.nz/what-we-do/funds-and-opportunities/marsden/marsden-fund-application-process/submitting-a-proposal/vision-matauranga>

He Āpiti Supplement: Ngā Ahua o te Ao Hurihuri - Rethinking our shared futures (2019). *Journal of the Royal Society of New Zealand*, Volume 49, Issue sup1  
<https://www.tandfonline.com/toc/tnzr20/49/sup1?nav=toclist>

New Zealand Science Review (2019). Mātauranga and Science – Part 1.  
<https://ojs.victoria.ac.nz/nzsr/issue/view/866>

New Zealand Science Review (2019). Mātauranga and Science – Part 2.  
<https://ojs.victoria.ac.nz/nzsr/issue/view/865>

Rauika Māngai (2020). A Guide to Vision Mātauranga: Lessons from Māori Voices in the New Zealand Science Sector. Wellington, NZ: Rauika Māngai.  
<https://www.rauikamangai.co.nz/resources-hub/>

Kukutai, T., McIntosh, T., Boulton, A., Durie, M., Foster, M., Hutchings, J., Mark-Shadbolt, M., Moewaka Barnes, H., Moko-Mead, T., Paine, S-J., Pitama, S. & Ruru, J. (2021). Te Pūtahitanga: A Tiriti-led science policy approach for Aotearoa New Zealand. Auckland: Ngā Pae o te Māramatanga. <https://www.maramatanga.ac.nz/publication/te-putahitanga-tiriti-led-science-policy-approach-aotearoa-new-zealand>

Royal Society Te Apārangi (2023). Mana Raraunga Data Sovereignty.  
<https://www.royalsociety.org.nz/assets/Mana-Raraunga-Data-Sovereignty-web-V1.pdf>

ANZCCART (2024). New animal ethics resources include Māori knowledge (link to further resources): <https://www.royalsociety.org.nz/news/new-animal-ethics-resources-include-maori-knowledge/>

## Appendix II: Glossary of te reo Māori terms

### Āpitianga II: Papakupu o ngā kupu reo Māori

Definitions taken from [maoridictionary.co.nz](http://maoridictionary.co.nz)

Ka mihi ki a Ahorangi Angus Macfarlane, Te Whare Wānanga o Waitaha, mō tēnei. With thanks to Professor Angus Macfarlane, University of Canterbury, for his input.

Aotearoa	the Māori name for New Zealand
Aroha	affection, sympathy, charity, compassion, love, empathy
Atua	ancestor with continuing influence, god, demon, supernatural being, deity, ghost, object of superstitious regard, strange being - although often translated as “god” and now also used for the Christian God
Hapū	kinship group, clan, tribe, subtribe - section of a large kinship group and the primary political unit in traditional Māori society. It consisted of a number of whānau sharing descent from a common ancestor, usually being named after the ancestor, but sometimes from an important event in the group’s history. A number of related hapū usually shared adjacent territories forming a looser tribal federation (iwi)
Hau kāinga	home, true home, local people of a marae, home people
Hauora	health, wellbeing
Hui	gathering, meeting, assembly
Iwi	extended kinship group, tribe, nation, people, nationality, race - often refers to a large group of people descended from a common ancestor and associated with a distinct territory
Kāinga	home, address, residence, village, settlement, habitation, habitat, dwelling
Kaitiaki	trustee, minder, guard, custodian, guardian, caregiver, keeper, steward
Kaitiakitanga	guardianship, stewardship, trusteeship
Kaumātua	adult, elder, elderly man, elderly woman, senior person - a person of status within the whānau or iwi
Kaupapa	philosophy, topic, policy, matter for discussion, plan, purpose, scheme, proposal, agenda, subject, programme, theme, issue, initiative

Kaupapa Māori	Māori approach, Māori topic, Māori customary practice, Māori institution, Māori agenda, Māori principles, Māori ideology - a philosophical doctrine, incorporating the knowledge, skills, attitudes and values of Māori society
Koha	gift, present, offering, donation, contribution - especially one maintaining social relationships and has connotations of reciprocity
Kōiwi tangata	human bones or remains
Kōrero	to tell, say, speak, read, talk, address; speech, narrative, story, news, account, discussion, conversation, discourse, statement, information
Mamae	be painful, sore, hurt
Mana	prestige, authority, control, power, influence, status, spiritual power, charisma - mana is a supernatural force in a person, place or object. Mana goes hand in hand with tapu, one affecting the other. The more prestigious the event, person or object, the more it is surrounded by tapu and mana. Mana is the enduring, indestructible power of the atua and is inherited at birth, the more senior the descent, the greater the mana. The authority of mana and tapu is inherited and delegated through the senior line from the atua as their human agent to act on revealed will. Since authority is a spiritual gift delegated by the atua, man remains the agent, never the source of mana. This divine choice is confirmed by the elders, initiated by the tohunga under traditional consecratory rites (tohi). Mana gives a person the authority to lead, organise and regulate communal expeditions and activities, to make decisions regarding social and political matters. A person or tribe's mana can increase from successful ventures or decrease through the lack of success
Manaakitanga	hospitality, kindness, generosity, support - the process of showing respect, generosity and care for others
Māori	Māori, Indigenous New Zealander, Indigenous person of Aotearoa/New Zealand - a new use of the word resulting from Pākehā contact in order to distinguish between people of Māori descent and the colonisers
Marae	courtyard - the open area in front of the whareniui (meeting house), where formal greetings and discussions take place. Often also used to include the complex of buildings around the marae
Mātauranga	knowledge, wisdom, understanding, skill - sometimes used in the plural; education - an extension of the original meaning and commonly used in modern Māori with this meaning

Mauri	life principle, life force, vital essence, special nature, a material symbol of a life principle, source of emotions - the essential quality and vitality of a being or entity. Also used for a physical object, individual, ecosystem or social group in which this essence is located
Moana	sea, ocean, large lake
Te Moana-nui-a-Kiwa	the Pacific Ocean
Pākehā	English, foreign, European, exotic - introduced from or originating in a foreign country; New Zealander of European descent - probably originally applied to English-speaking Europeans living in Aotearoa/ New Zealand
Pepeha	tribal saying, tribal motto, proverb (especially about a tribe), set form of words, formulaic expression, saying of the ancestors, figure of speech, motto, slogan - set sayings known for their economy of words and metaphor and encapsulating many Māori values and human characteristics
Pūrākau	myth, ancient legend, story
Rangatahi	younger generation, youth
Rangatira	chief (male or female), chieftain, chieftainess, master, mistress, boss, supervisor, employer, landlord, owner, proprietor - qualities of a leader is a concern for the integrity and prosperity of the people, the land, the language and other cultural treasures (for example, oratory and song poetry), and an aggressive and sustained response to outside forces that may threaten these
Rangatiratanga	chieftainship, right to exercise authority, chiefly autonomy, chiefly authority, ownership, leadership of a social group, domain of the rangatira, noble birth, attributes of a chief
Rohe	boundary, district, region, territory, area, border (of land)
Rūnanga	council, tribal council, assembly, board, boardroom, iwi authority - assemblies called to discuss issues of concern to iwi or the community
Tamariki	children - normally used only in the plural
Tāne	husband, male, man
Tāngata whenua	local people, hosts, Indigenous people - people born of the whenua, i.e. of the placenta and of the land where the people's ancestors have lived and where their placenta are buried

Taonga	treasure, anything prized - applied to anything considered to be of value including socially or culturally valuable objects, resources, phenomenon, ideas and techniques
Tapu	be sacred, prohibited, restricted, set apart, forbidden, under atua protection; restriction, prohibition - a supernatural condition. A person, place or thing is dedicated to an atua and is thus removed from the sphere of the profane and put into the sphere of the sacred. It is untouchable, no longer to be put to common use
Te reo Māori	Māori language
Te Tiriti o Waitangi	The Treaty of Waitangi
Tikanga	correct procedure, custom, habit, lore, method, manner, rule, way, code, meaning, plan, practice, convention, protocol - the customary system of values and practices that have developed over time and are deeply embedded in the social context
Tino rangatiratanga	self-determination, sovereignty, autonomy, self-government, domination, rule, control, power
Tipuna	ancestor, grandparent, grandfather, grandmother - singular form of tīpuna and the eastern dialect variation of tupuna
Tohunga	skilled person, chosen expert, priest, healer - a person chosen by the agent of an atua and the tribe as a leader in a particular field because of signs indicating talent for a particular vocation
Tupuna	ancestor, grandparent – singular form of tūpuna and the western dialect variation of tipuna
Tūrangawaewae	domicile, standing, place where one has the right to stand - place where one has rights of residence and belonging through kinship and whakapapa
Wairua	spirit, soul - spirit of a person which exists beyond death. It is the non-physical spirit, distinct from the body and the mauri
Wahine/wāhine	wahine - woman, female, lady, wife; wāhine - women, females, ladies, wives – plural form of wahine; female, women, feminine
Wairuatanga	spirituality
Wānanga	seminar, conference, forum, educational seminar; tribal knowledge, lore, learning - important traditional cultural, religious, historical, genealogical and philosophical knowledge; tertiary institution that caters for Māori learning needs - established under the Education Act 1990

Whaikōrero	oratory, oration, formal speech-making, address, speech - formal speeches usually made by men during a pōhiri/pōwhiri and other gatherings
Whakapapa	genealogy, genealogical table, lineage, descent - reciting whakapapa was, and is, an important skill and reflected the importance of genealogies in Māori society in terms of leadership, land and fishing rights, kinship and status. It is central to all Māori institutions. There are different terms for the types of whakapapa and the different ways of reciting them including: tāhū (recite a direct line of ancestry through only the senior line); whakamoe (recite a genealogy including males and their spouses); taotahi (recite genealogy in a single line of descent); hikohiko (recite genealogy in a selective way by not following a single line of descent); ure tārewa (male line of descent through the first-born male in each generation)
Whakataukī	proverb, significant saying, formulaic saying, cryptic saying, aphorism. Like whakataukī and pepeha they are essential ingredients in whaikōrero
Whānau	extended family, family group, a familiar term of address to a number of people - the primary economic unit of traditional Māori society. In the modern context the term is sometimes used to include friends who may not have any kinship ties to other members
Whānaungatanga	relationship, kinship, sense of family connection - a relationship through shared experiences and working together which provides people with a sense of belonging. It develops as a result of kinship rights and obligations, which also serve to strengthen each member of the kin group. It also extends to others to whom one develops a close familial, friendship or reciprocal relationship
Whenua	land - often used in the plural; territory, domain; country, land, nation, state

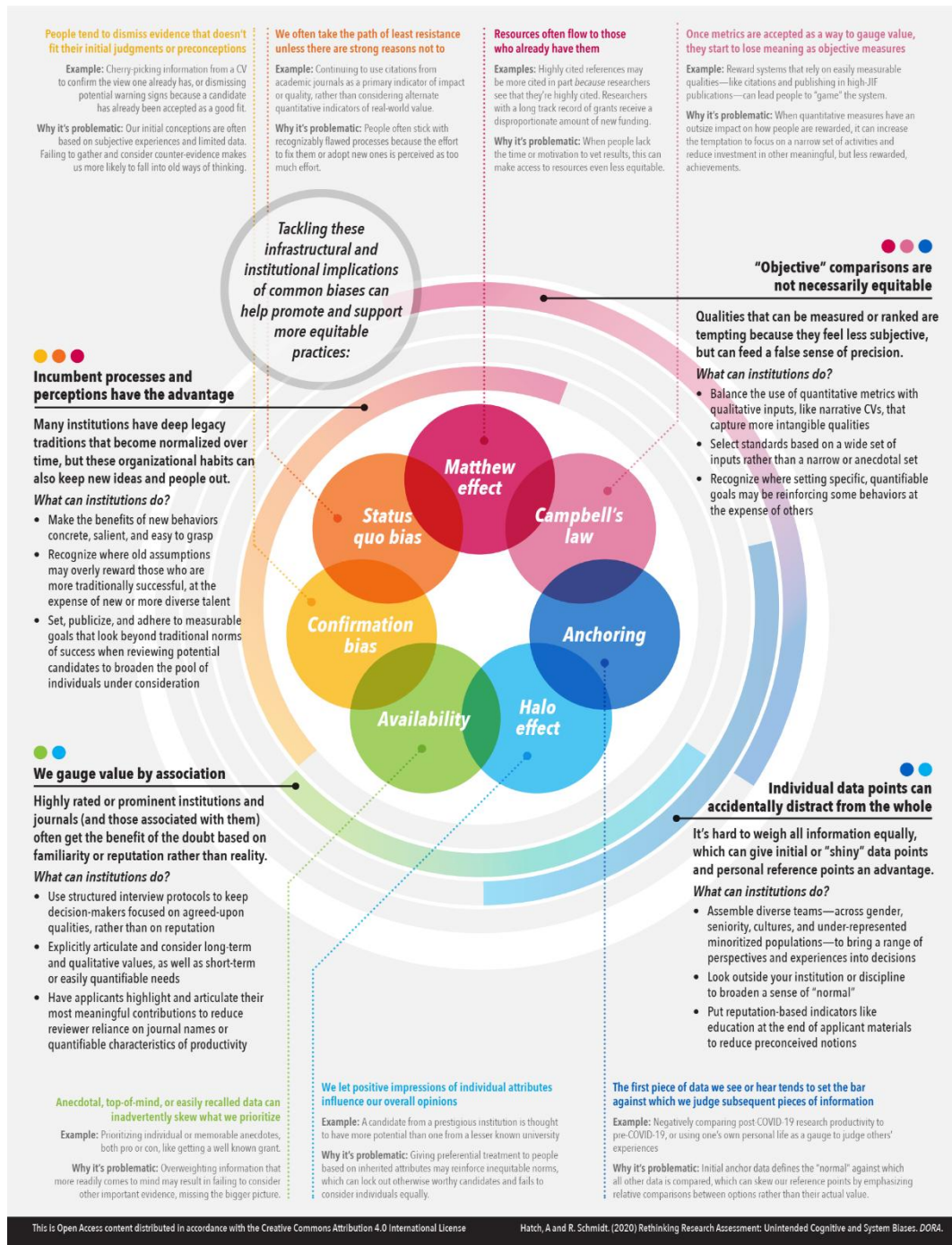
# Appendix III: DORA

## Āpitianga III: DORA

### RETHINKING RESEARCH ASSESSMENT UNINTENDED COGNITIVE & SYSTEM BIASES



Judgment and decision-making biases that impact how we weigh options and make choices have been shown to result in inequitable review, promotion, and hiring practices. While recognizing these biases at a personal level is important, creating new structural and institutional conditions to reduce bias can be even more valuable.



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Hatch, A and R. Schmidt. (2020) Rethinking Research Assessment: Unintended Cognitive and System Biases. DORA.

## Appendix IV: Guide for Panel Chairs and Members

### Āpitiwhanga IV: He Aratohu mā Ngā Heamana Rōpū Whiriwhiri me Ngā Mema

#### Objectives

The aims for the panel meeting are to:

1. The purpose of Panel meetings is to consider and reach agreement about what recommendations the panel will make regarding the funding of Tāwhia te Mana applications. Additional information can be found within the Guidelines for Panellists for each specific fellowship scheme. The following points are intended to guide Panel members in preparing for and taking part in panel meetings.
2. Consider the diversity targets of the Tāwhia te Mana Fellowships and ensure that, where practicable, the demographics of the recommended applicants meet these targets.

#### Process and Role of the Panel Chair

The role of the Panel Chair is to guide and steer the discussion in a respectful manner ensuring:

- the panel process is followed according to the panellist guidelines for the specific fellowship scheme. The RSNZ Secretariat will be available to answer questions on process.
- panellists are reminded of expectations including confidentiality, meeting etiquette, and the need to keep to time.
- applications are considered based on the criteria of the specific fellowship scheme.
- discussions are restricted to information provided within the application.
- each proposal has the opportunity to be discussed.
- all panellists have the opportunity to comment on a proposal.
- any conflicts of interest are taken into account.
- following discussion, panellists are given the opportunity to change their score/grade/recommendation.
- recommendations take into account the diversity targets of the Tāwhia te Mana Scheme, where practicable:
  - around 20% of Fellowships are applicants who whakapapa Māori.
  - around 10% of Fellowships are applicants who identify as being of Pacific ethnicity.
  - around 50% of Fellowships are applicants who identify as female.

## **Panellists Responsibilities During Panel Meetings**

All Panel members, whether present or attending remotely, are expected to:

- be familiar with and act in accordance with the policies and procedures in the Guidelines for Panellists for the specific fellowship scheme.
- disclose and take steps to avoid any conflicts of interest during the panel meeting.
- take proper account of and act in accordance with the principles of the Vision Mātauranga Policy in assessing applications.
- ensure that all comments are professional, coherent, carefully considered, and avoid personal remarks.
- confine discussion to material that is available in the room or readily accessible to all panel members; reference should not be made to earlier versions of a proposal.
- be respectful during panel meetings: listen to and respect the contributions of others during panel meetings; avoid side conversations; address all comments to the meeting.
- communicate any concerns about process to the Chair directly during the meeting or during one of the breaks so that, if necessary, action can be taken during the meeting.
- maintain confidentiality about the content of panel meetings.

## **Relevant Document**

Royal Society Te Apārangi Code of Professional Standards and Ethics in Science, Technology, and the Humanities:

<https://www.royalsociety.org.nz/who-we-are/our-rules-and-codes/code-of-professional-standards-and-ethics/code-of-professional-standards-and-ethics-in-science-technology-and-the-humanities/>