James G. Hay Travel Award

2025 Application Form

This form is to be read and completed **in conjunction with** the following information:

* [RSNZ-JGH-2025 Application Guidelines](https://royalsociety.org.nz/assets/documents/RSNZ-JGH-2025-Application-Guidelines.pdf)
* [RSNZ-JGH-2025 Referee Report Form](https://www.royalsociety.org.nz/assets/Uploads/RSNZ-JGH-2025-Referee-Form.docx)

Applications to this programme must be submitted to the Royal Society Te Apārangi.

**Important information for submitting your application:**

**Closing date:**

Applications and all supporting information must reach the Royal Society Te Apārangi by the closing date of **Friday 7 March 2025, 5.00 pm (NZDT).**

**Submitting your application:**

Please email **ONE** compiled electronic PDF or Word copy of your application to:

[International.Applications@royalsociety.org.nz](mailto:International.Applications@royalsociety.org.nz)

**Use the checklist below to ensure your application is complete:**

|  |  |
| --- | --- |
|  | You have submitted your abstract to the ISB Congress website prior to **31 January 2025**. |
|  | You have contacted your nominated referee and advised of **7 March 2025** deadline. |
|  | Completed RSNZ-JGH-2025 Application Form. |
|  | Proof of New Zealand citizenship or Permanent residency (e.g., passport, birth certificate). |
|  | Letter of support for your application from Supervisor, Head of Department or equivalent. |
|  | Confirmation of ISB membership in good standing. |

**Please do not include this cover page in your application.**

1. **Applicant’s details:**

|  |  |  |
| --- | --- | --- |
| Title |  | |
| First name |  | Middle initial (s) |
| Last name |  | |
| Primary organisation |  | |
| Primary email address |  | |
| Telephone number (mobile) |  | |
| ORCID number [orcid logo 16px](https://orcid.org/) |  | |

1. **Eligibility and Research Classification:**

|  |  |
| --- | --- |
| Field of Research  (find your **6 digit** codes [here](http://aria.stats.govt.nz/aria/#ClassificationView:uri=http://stats.govt.nz/cms/ClassificationVersion/d3TYSTsmz2uc8CY1))  *The Fields of Research (FOR) classification allows research and development (R&D) activity to be categorized according to the field of research. In this respect, it is the methodology used in the R&D that is being considered.* | 1) |
| 2) |
| 3) |
| Socio-Economic Objectives (find your **6 digit** codes [here](http://aria.stats.govt.nz/aria/#ClassificationView:uri=http://stats.govt.nz/cms/ClassificationVersion/d1iJyaEzjWHJiRej))  *The Socio-Economic Objectives (SEO) classification allows R&D activity to be categorized according to the intended purpose or outcome of the research rather than the processes or techniques used in order to achieve this objective.* | 1) |
| 2) |
| 3) |
| Residency detail *New Zealand Citizen OR Permanent Resident* |  |

1. **Abstract details**

|  |  |  |
| --- | --- | --- |
| Category of Application  *Select relevant category for your application* | **A**  *Post-graduate student* | **B**  *University Academic staff member* |
| Abstract Title |  | |
| Total Funds requested (including GST)  *Please complete Budget breakdown in section 9* |  | |

1. **Letter of Support**

*Complete the details in the table below* ***AND******ATTACH*** *your supplied letter of support here.*

* *For a* ***Category A*** *application, this is expected to be your Academic Supervisor*
* *For a* ***Category B*** *application, this is expected to be your Manager, Head of Department or equivalent.*

*Your letter of support should comment on:*

* *the research work you are proposing to present at ISB, and*
* *its value to the New Zealand biomechanics community.*

*The letter should also include words to the following effect:*

*“[We] confirm that the applicant satisfies the eligibility criteria and the application abides by rules stipulated in the* [*RSNZ-JGH-2025 Application Guidelines*](https://royalsociety.org.nz/assets/documents/RSNZ-JGH-2025-Application-Guidelines.pdf)*.*

*Should this application be successful, [we] undertake to ensure that the support and resources necessary for the proposed research to proceed will be provided.”*

*Please delete instructions in italic*

|  |  |
| --- | --- |
| **Name** |  |
| **Organisation** |  |
| **Contact Email** |  |
| **Contact Phone** |  |

1. **Academic Referee Report**

*Complete the table below and provide the following details for the* ***ONE*** *person who you are calling upon to act as referee for you.*

*Please ensure you have supplied your referee with the* required [*RSNZ-JGH-2025 Referee Report Template*](https://royalsociety.org.nz/assets/Uploads/RSNZ-JGH-2025-Referee-Form.docx) *to complete their report by the closing date of* ***Friday 07 March 2025.***

*Please delete instructions in italic*

|  |  |
| --- | --- |
| **Referee Name** |  |
| **Organisation** |  |
| **Contact Email** |  |
| **Contact Phone** |  |

1. **Abstract Submission**

*Please include the* ***500 word*** *abstract submitted to the ISB Congress by the deadline, for which you are seeking funding.*

*This information will be used to assess Criterion 1 and 2 of the Selection Criterion.*

*Please delete these instructions.*

1. **CRITERION 1: Scientific merit of the work to be reported at the Congress**

*In 100 words or less, outline the scientific merit of the work to be reported at the Congress, describing how the work fits in the current body of knowledge in the field.*

*Please delete these instructions.*

1. **CRITERION 2: Originality of the work to be reported at the Congress**

*In 100 words or less, outline the originality of the work to be reported at the Congress.*

*Please delete these instructions*

1. **CRITERION 3: Potential application of the work in New Zealand Society to be presented at Congress**

*In 100 words or less, outline the potential impact and benefits of the work in New Zealand society.*

*Please delete these instructions.*

1. **CRITERION 4: Recipient’s intention to pursue a research career in New Zealand.**

*In 100 words or less, outline your future research career aspirations.*

*Please delete these instructions.*

1. **CRITERION 5: Value of the work to New Zealand’s biomechanics community.**

*In 100 words or less, outline the value of the work to New Zealand’s biomechanics community.*

*Please delete these instructions.*

1. **Vision Mātauranga:**

*If your research is of relevance for Māori, or involves Māori, there is an expectation that appropriate consultation with Māori be undertaken. Please identify which, if any, of the four Vision Mātauranga themes can be associated with your research. Tick as many as are appropriate. If none apply, tick N/A.*

* 1. **Identification of Vision Mātauranga Themes**

|  |  |
| --- | --- |
| **Indigenous Innovation** *Contributing to economic growth through distinctive science*  and innovation |  |
| **Taiao/Environment** *Achieving environmental sustainability through iwi and hapū relationships with land and sea* |  |
| **Hauora/Health** *Improving health and social wellbeing* |  |
| **Mātauranga** *Exploring indigenous knowledge and science and innovation* |  |
| **N/A** |  |

* 1. **Description of Vision Mātauranga**

*Where relevant, please provide further information on how the proposed research aligns with the Vision Mātauranga framework below.*

*Please delete these instructions.*

1. **Budget**
   1. **Cost breakdown**

*Provide details of the anticipated budgetary costs in the table below. Enter the total figure onto the table on p 2.*

|  |  |
| --- | --- |
|  | **Estimated Amount $NZ** |
|  | (including GST) |
| **Conference attendance** *Estimated Expenses* |  |
| e.g. Flights |  |
| Accommodation |  |
| Daily allowance |  |
| Other (please specify) |  |
|  |  |
| **TOTAL** |  |

1. **Supporting Documentation**

*Provide copies of the following documents with your application:*

* *Copy of proof of New Zealand citizenship* ***OR*** *Permanent residency status (e.g. passport, birth certificate)*
* *Confirmation of good standing ISB membership*

*Please delete these instructions.*

1. **Declaration**
   1. **Applicant:**
2. We confirm that the applicant has submitted a proposed abstract to the ISB Congress website prior to the deadline.
3. We acknowledge that the information provided in the application will be collected, used, and stored by the Royal Society Te Apārangi and its review panel. The information will not be supplied to any other organisation, and any personal information supplied will be treated in accordance with the Privacy Act 2020.
4. You will indemnify the Royal Society Te Apārangi from any claims, demands, costs, action or proceedings of any nature which may arise at any time in relation to this application.
5. We confirm that the applicant fulfils the eligibility criteria and the application abides by rules stipulated in the [RSNZ-JGH-2025 Applicant Guidelines](https://royalsociety.org.nz/assets/documents/RSNZ-JGH-2025-Application-Guidelines.pdf), and we have provided true, accurate and complete information.
6. We accept that in the future you could be approached to participate in evaluation of the James G Hay Travel Award fund.
7. We consent to the Royal Society Te Apārangi making enquiries and obtaining information that it considers appropriate about the applicant from any person where those enquiries and that information relates to this Award and your suitability for funding.

Please sign below to indicate acceptance of the above terms and conditions:

**Institution:**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Position | Signature | Date |
| Duly authorised agent |  |  |  |

**Applicant:**

|  |  |  |  |
| --- | --- | --- | --- |
| Name | Position | Signature | Date |
| Applicant |  |  |  |

1. **Statistical information:**

(Please note: This information will NOT form part of your application)

|  |  |
| --- | --- |
| Date of Birth |  |
| Gender Identity |  |
| Ethnicity (up to 3) |  |
| Iwi Affiliation |  |
| Year of Highest Degree |  |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Notes** | | |  | | |  | |  |  | | |  | |  | | |  |  | |
|  | Date of Birth | To enable analysis by age demographic across the sector. | | |
|  | Gender Identity | Needed to enable analysis by gender demographic across the sector.  -Male  -Female  -Gender Diverse  -Prefer not to answer  -Leave blank | | |
|  | Ethnicity | Ethnicity is self-perceived and people can belong to more than one ethnic group. Needed  to enable analysis and understand the ethnic diversity across the system. | | |
|  | Iwi | The iwi affiliation(s) of the person Iwi today is the focal economic and political unit of the  traditional Māori descent and kinship based hierarchy of: Waka (founding canoe), iwi  (tribe), hapū (sub-tribe) and whānau (family) | | |
|  | Research Career Stage | Needed to understand the proportion of researchers at different stages of their career.  Can assist in development of funding mechanisms and support tools. | | |
| **Ethnic Group**   |  |  |  |  | | --- | --- | --- | --- | | NZ European | Other European | Indian | Other Asian | | Māori | Samoan | Middle Eastern | Latin American | | Cook Island Māori | Tongan | African | Other New Zealander | | Niuean | Tokelauan | Other Ethnicity | Don't know | | Fijian | Other Pacific Peoples | Don't want to say | Not Stated | | Southeast Asian | Chinese | Indian |  | | | | | | | | |  | | |  |  | |  | |  |  | | |  | |
|  | | | | |  | | |  | | |  |  | |  | |  |  | | |  | |