



THE AGRICULTURAL AND MARKETING
RESEARCH AND DEVELOPMENT TRUST

PROJECT REQUEST FOR AN AGRIBUSINESS INNOVATION GRANT

Please refer to the AGMARDT Agribusiness Innovation Grants Guidelines (on AGMARDT's website: www.agmardt.org.nz) when completing this form which is available by email on request.

Short Title of Project (not more than 60 characters including spaces):

Name of Group:

SUMMARY OF GRANT REQUESTED

<u>Cash Contributions</u>	<u>\$ (GST Inclusive)</u>	<u>Cost of Project</u>
AGMARDT	_____	Research Costs _____
The Group	_____	Other Costs _____
Contributions from Others: (please name)	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
Total Funding	_____	Total Costs _____

Total Funding and Total Costs should match. Non-cash contributions are to be included in Section 15.

1. Web Publication

Please provide a summary of the aims of the project suitable for public release on AGMARDT's website and promotional material, together with contact details of the person who represents the Group (*not more than 150 words*).

Contact Person:

Address:

Telephone:

Summary:

2. The goal of the project (in non scientific language):

3. What innovation differentiates this project from those that currently exist (What is it's point of difference?):

4. What are the economic benefits and value (\$) of the project to your Group, the sector and New Zealand:

5. What difference will this project make if successful and how has this been evaluated:

6. How does the Group intend to transfer and make available information and outputs from the project:

7. If applicable, how does the Group intend to develop and maintain the project beyond AGMARDT's funding commitment:

8. The names, emails, telephone numbers and addresses of the Duly Authorised Agent, Project Leader, Science Manager (if applicable), Financial Officer and Members of the Group (Attach list if necessary):

Duly Authorised Agent: (e.g Joe Blogg) Address: Telephone: Email:	Project Leader: Address: Telephone: Email:
Science Manager: Address: Telephone: Email:	Financial Officer: Address: Telephone: Email:
Members of the Group:	

For projects over \$100,000 the applicant group is required to implement a formal governance structure to provide oversight of the processes that are consistent with good governance for the project (including; clear identification of project goals, budgets and timelines; and ongoing monitoring of performance against goals, budgets and timelines of the project).

Please identify the structure and/or processes proposed. If a formal governance board is in place then please provide the names, emails, telephone numbers and addresses of the members. This can include members listed under section 8:

Structure:

Members of the governance board:

For projects under \$100,000 the applicant group needs to be able to demonstrate to AGMARDT that it has appropriate plans and processes in place to critically assess the project outcomes against milestones and budgets.

9. Project Plan (this page only)

10. Milestone Table

Describe the major stages/milestones of the project showing the planned completion date for each milestone and the achievements criteria for verifying that the milestones have been reached as set out below. Include milestones on the transfer process of information and outputs of the project. All tangible outputs for the project are to be listed as milestones.

Milestone	Description	Date expected (MM/YY)
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		

11. Existing Research

To avoid duplication, AGMARDT requires applicants to review relevant research. Therefore please provide details of research carried out in this specific area to date and contacts made to verify this information:

Name (and title):

Position:

Organisation:

Postal Address:

Telephone:

Email:

Name (and title):

Position:

Organisation:

Postal Address:

Telephone:

Email:

Research carried out:

12. Industry Referees

Please nominate two independent referees (excluding AGMARDT Trustees) who AGMARDT may approach for comment on the commercial potential and benefits of the project to the industry.

Name (and title):

Position:

Organisation:

Postal Address:

Telephone:

Email:

Name (and title):

Position:

Organisation:

Postal Address:

Telephone:

Email:

13. Character Referees

Please nominate two independent referees (excluding AGMARDT Trustees and Industry Referees referred to above) who AGMARDT may approach for comment on the Project Leader and Members of the Group regarding their character and capability of carrying out the project successfully.

Name (and title):

Position:

Organisation:

Postal Address:

Telephone:

Email:

Name (and title):

Position:

Organisation:

Postal Address:

Telephone:

Email:

14. Project Budget (GST inclusive)

- **Do not include non-cash costs** (Refer to Section 15 for Non-Cash Costs)
- **Seperately identify any payments to Group members**

PROGRESS PAYMENTS									
Total Costs	P1 Start-Up Costs	P2 From To	P3 From To	P4 From To	P5 From To	P6 From To	P7 From To	P8 From To	
Research Costs									
Name:									
Remuneration									
Travel									
Other research costs: (please detail)									
1.									
2.									
3.									
Total Research Costs									
Other Costs									
Consultants name:									
Other costs: (please detail)									
1.									
2.									
3.									
Total Other Costs									
TOTAL BUDGETED COSTS (GST incl)									
(To agree with Totals under Cost of Project on Page 1)									
AGMARDT PROGRESS PAYMENT									
(GST inclusive) (Total to agree with AGMARDT contribution on Page 1)									

15. Non-Cash Contributions*

Briefly describe non-cash contributions, excluding time involved by participant organisation and attendances of Group meetings:

*Any activity that can reasonably be considered to be part of the business or businesses involved in the project should be considered to be a non-cash contribution. Yarding sheep for various purposes is a routine business operation for farmers. Other examples are ploughing, planting seed, harvesting, weed control, haymaking and applying fertilizer. In orchards planting trees, spraying, pruning, fruit picking, packing and transporting and storing are routine non-cash costs when included in a research project although they all incur the expenditure of cash.

16. Primary Growth Partnership Funding

Will there be any Primary Growth Partnership funding, wheather applied for or already granted, for the project you are asking AGMARDT to contribute funding to, if so please advise:

17. Ethical and/or Institutional Biosafety Committee Agreement *(Please complete if applicable)*

Does any of the work requested to be funded by AGMARDT require the approval of the Animal Ethics Committee, Institutional Biosafety Committee or any other statutory approvals?

Yes

No

If "Yes", please provide details of the Animal Ethics Committee or other body that will approve protocols for the work to be undertaken:

Name of Committee

Name of Chairperson

Address

17. Declaration: (the name of the person making the declaration on behalf of the Group and his or her position within the Group)

I, being the
of the Group hereby:

1. declare that I am authorised by the Group to make this declaration on its behalf.
2. I confirm that:
 - i) the information contained in this Grant Request is accurate and accept that if any information given, or representation made to AGMARDT in this request, or subsequent correspondence, or made during the course of the Project (if it proceeds) is found to be misleading or inaccurate in any material respect; then AGMARDT may at its absolute discretion withdraw the grant so that no further payments are made.
 - ii) where applicable, protocols approved by the Animal Ethics Committee, Institutional Biosafety Committee or any other body responsible for statutory approvals named in Section 16 will be observed (if the project proceeds).
 - iii) any work undertaken in this project involving genetic engineering will be consistent with the Environmental Risk Management Authority's requirements.
3. The Group agrees to indemnify and keep AGMARDT indemnified from any claims, demands, costs, actions or proceedings of any nature which may arise at any time in relation to this application, and if approved, then following AGMARDT's consent to make a grant to the Group.
4. The Group has obtained the consent, in writing, of each individual referred to herein for the provision of personal information in support of this application.
5. The Group hereby consents to a copy of this application being forwarded by AGMARDT to:
 - Any of the persons named in Sections 11, 12 and 13
and
 - Any person nominated by AGMARDT for advice on the project.
6. The Group consents to the summary and contact details provided in Section 1 of this application being published on AGMARDT's website.

Dated this day of 20____

Signed by

(Full name of declarant)

Signature

Privacy

The personal information supplied in this application will be used in accordance with the principles of the Privacy Act 1993. The information will enable your application to be evaluated.

**Please forward 8 copies of this application including the original.
No attachments will be considered.**