



THE AGRICULTURAL AND MARKETING  
RESEARCH AND DEVELOPMENT TRUST

## AGMARDT VISITING FELLOWSHIP APPLICATION FORM

Before completing this application form, please read the AGMARDT Visiting Fellowship Guidelines. Applications may be submitted throughout the year.

### PART 1 - APPLICANT HOST ORGANISATION DETAILS

#### 1.1 Name of the Host Organisation

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#### 1.2 Postal address

Telephone:
Fax:
Email:

#### Street Address

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#### 1.3 Details of contact person at your organisation

Fullname:		Position held:	
Telephone:	Fax:	Email:	

#### 1.4 Name of person/s with whom the Visiting Fellow will work (if different from above)

Fullname:	Position held:
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## PART 2 - VISITING FELLOW DETAILS

Please attach a copy of the proposed Visiting Fellow's curriculum vitae.

### 2.1 Name of proposed Visiting Fellow

### 2.2 Name of the Host Organisation

### 2.3 Postal address

### Street Address

Telephone:

Fax:

Email:

### 2.4 Please advise proposed dates that the Fellow will be available for visits to New Zealand.

From:	To:
From:	To:
From:	To:

## PART 3 - PROGRAMME

### 3.1 Please attach separate page/s to cover the following aspects of the proposed programme:

- Theme and purpose
- Activities and outcomes
- Benefit to New Zealand's primary sector
- Fit with AGMARDT's Strategic Objectives
- Support - please demonstrate that the Visiting Fellowship has support from organisations other than the Host Organisation
- Dissemination - please outline how the outputs of the Visiting Fellowship will be disseminated beyond the Host Organisation

## PART 4 - BUDGET

- 4.1 The AGMARDT contribution to the Visiting Fellow will include the reasonable cost of airfares, accommodation internal travel and a reasonable Fellow fee.
- 4.2 The Host Organisation will manage the activities of the Visiting Fellowship and provide any overhead support associated with these activities.
- 4.3 Application for support to cover venues for events and associated publicity may be made under the AGMARDT Conference Support Programme, and application for additional resources to support ongoing activity that may emerge from the visit/s of the Visiting Fellow may be made to AGMARDT through one of its associated programmes
- 4.4 Please detail estimated costs (4.1) and Host Organisation contribution (4.2) in the following table:

Costs	Description	Host \$	AGMARDT \$
<b>Fellow's Fee</b>			
<b>Overseas Airfares</b> (Please detail)			
<b>Accommodation</b> (Please detail)			
<b>Travel within New Zealand</b> (Please detail)			
<b>Host Overhead Support</b>			
<b>TOTAL</b> (GST inclusive)			

## PART 5 - MILESTONES

Please detail the Milestones in the Table below:

Milestone	Description	Date Expected (MM/YY)
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

**PART 6 - DECLARATION**

A duly authorised agent of the **Host Organisation** is to sign the Application, certifying that all information given in this form is true and correct, and that the conditions set out in the AGMARDT Visiting Fellowship Guidelines are accepted.

Any work related to the Visiting Fellow’s visit to New Zealand will be conducted according to the appropriate ethical standards where applicable.

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**I the undersigned** have read the declaration and undertaken to abide by the conditions set out in the AGMARDT Visiting Fellowship Guidelines in respect of any grant made by AGMARDT as a result of the present application.

The Host Organistaion acknowledges that it will be required to enter into a formal Agreement on terms acceptable to AGMARDT if the Visiting Fellowship is awarded and that the terms of that Agreement will supersede the above Guidelines.

**SIGNATURE:**

<b>Host Organisation</b>		
<b>Name of Head of Host or Nominee</b>		
<b>Signature</b>		Date:
<b>Position</b>		

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