

## Visiting Fellowship Guidelines

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## Introduction

In future, New Zealand's competitive advantage will depend on its ability to identify challenges and global opportunities, and translate these into technological and capability initiatives faster and more successfully than its competitors.

The AGMARDT Visiting Fellowship Programme aims to encourage visits to New Zealand by people who have recognised global expertise in selected areas of relevance to New Zealand's agricultural, horticultural and forestry sectors. The objective of the programme is to transmit knowledge and learning capability directly and through the Host Organisation to the appropriate New Zealand audience.

The AGMARDT Visiting Fellowship may be based on a number of short visits over a compressed period of time and focussed on a specific theme and purpose. The theme and purpose for visits will be consistent with those AGMARDT strategic objectives that the Visiting Fellowship is designed to support.

## The Programme

At any one time, the Visiting Fellowship Programme will support two or more AGMARDT Visiting Fellows. They will become involved in activity in part of the New Zealand agribusiness chain. This activity will be related to an aspect of research, communication or commercialisation of research, business development, policy or marketing.

It is expected that the activity engaged in by the Visiting Fellow will advance one or more of the following strategic objectives of AGMARDT:

- Being a catalyst for the translation of international consumer, market, environmental and trade policy trends into potential opportunities,
- Creating a greater understanding of world class marketing, global supply chains, new products, new technologies, and business models within the agribusiness community,
- Fostering greater efficiency and sustainability in production, processing and distribution where recognised gaps exist,
- Enhancing the speed of innovation and its application throughout the production and marketing system,
- Improving linkages between science and agribusiness in the application of technology, and
- Fostering capability development in research towards advanced expertise.

While a Visiting Fellow would normally be expected to make 2 – 3 short-term visits of 2 – 3 weeks over a 12 – 18 month period, variations in these terms will be considered by the AGMARDT Trustees if such variations better suits the Visiting Fellow's availability or the purpose of the activity that they are involved in.

## Host Organisation Applicant

Visiting Fellows will be hosted by an organisation in New Zealand, such as a university, Crown Research Institute, Industry Research organisations, businesses or government.

When making application to AGMARDT under this programme, the Host Organisation will be required to:

- Nominate a Visiting Fellow and confirm their availability for the AGMARDT Visiting Fellowship at the specified periods;
- Outline to AGMARDT the theme and purpose of the Visiting Fellowship, the activities that the fellow will be engaged in and the outcomes of the Visiting Fellowship;
- Demonstrate to AGMARDT the benefit of the Visiting Fellowship and associated activities to New Zealand;
- Demonstrate to AGMARDT that there is a good strategic fit between the purpose of the Visiting Fellowship and AGMARDT's strategic objectives;
- Demonstrate to AGMARDT that the Visiting Fellowship has support from organisations other than the Host Organisation;
- Outline how the outputs of the Visiting Fellowship will be disseminated beyond the Host Organisation.

The Host Organisation will manage the activities of the Visiting Fellowship and provide any overhead support associated with these activities.

## **AGMARDT Funding**

The AGMARDT contribution will include the reasonable costs of airfares, accommodation, internal travel, and Visiting Fellow's fee. 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 on-going activity that emerges from the visit or visits of the Visiting Fellow may be made to AGMARDT through one of its associated programmes.

AGMARDT may provide additional resources for ongoing activity that is a direct result of the Visiting Fellowship visits; for example, funding for Masters or PhD study, Postdoctoral or other research, or some other endeavour that enhances the impact of the output from the visit or visits of the Visiting Fellow.

## **Payments**

AGMARDT will contract with the Host Organisation, which will then make any necessary contractual arrangements with the Visiting Fellow.

## **Dissemination/Commercial Sensitivity**

As a not-for-profit trust, AGMARDT usually makes the information arising from its grants publicly available.

Unless otherwise agreed to by AGMARDT and the applicant, AGMARDT will provide a summary of the aims of the project on its website, followed by a summary of the project when completed.

Should the project be commercially sensitive, AGMARDT and the applicant will discuss and agree on the information to be made publicly available having regard to AGMARDT's policy obligations.

## **Applications**

The Host Organisation must apply for a Visiting Fellowship online accompanied by a copy of proposed Visiting Fellow's curriculum vitae.

## General

### Declined Applications

AGMARDT's policy is not to provide reasons why applications are declined.

### Independent Audit

For financial performance and management of the project, the Trustees reserve the right to ask for an independent audit by an auditor of AGMARDT's choosing. The Trustees may, through AGMARDT's advisors, or if required AGMARDT appointed specialists, undertake a review of the work in progress and eventual outcomes.

### Grant Withdrawals

A grant may be withdrawn at the sole discretion of the Trustees where:

- Reports and payments account receipts have not been provided or have not been provided in a timely manner;
- No part of the funding has been uplifted within one year of the grant being approved;
- There has been no response to AGMARDT's correspondence on the project;
- No satisfactory progress has been made;
- The Applicant Group goes into liquidation or receivership or ceases to operate; or
- There has been unauthorised variation to the project or budget.

### Intellectual Property

AGMARDT does not normally take ownership and/or management of intellectual property. It does, however, reserve the right to take a financial interest in intellectual property should this be agreeable to both the applicant and AGMARDT.

### Change of Key Personnel

Applicants must inform AGMARDT of any change in key personnel working on the project being funded.

### Confidentiality

Advisors' and referees' comments are confidential to AGMARDT.

### Resubmission of Declined Applications

Where an application has been declined, the applicant may resubmit after 12 months providing the project has been modified and or updated.

### Late Applications

Project Applications received after close-off dates will be held over for consideration. Applications may be considered throughout the year at the discretion of the General Manager.