

**AGMARDT**

FUTURE SHAPERS

LEADERSHIP SCHOLARSHIP  
GUIDELINES

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## OBJECTIVE

AGMARDT supports initiatives that develop future leaders and improve the leadership and governance skills of individuals involved in agribusiness. There is limited depth of leadership and governance skills within the agribusiness sector, and there are those who are missing development opportunities on a regional basis, which has the potential to limit New Zealand's ability to take advantage of beneficial market opportunities.

Leadership Scholarships are available for individuals wishing to advance their leadership or governance skills necessary to take on future leadership roles within agribusiness and beyond. We believe that the success of agribusiness will be driven by talented and inspired leadership.

The Leadership Scholarship provides an opportunity for individual applicants to:

- Achieve their potential through a comprehensive personalised development plan
- Develop and advance their management, leadership and governance skills
- Participate in management, leadership and governance programmes that make a positive difference to agribusiness and are aligned with AGMARDT's strategic interests and purpose.

## AVAILABILITY

At the discretion of the Trustees the Leadership Scholarship will be available on an annual basis with the closing date for applications, 5pm on the last business day of September. However, Trustees reserve the right to approve applications outside of this time frame, should individual circumstances require such leniency.

AGMARDT will offer up to **five** Scholarships per year to the value of up to **\$15,000** (Incl. GST) for each scholarship awarded.

The expected term for the scholarship programme is dependent on individual circumstances however the maximum term for the personal development programme is three years.

The Trustees reserve the right to vary the level of contribution required and/or allocate a smaller amount than originally requested by the applicant. Additional funding being provided from another source(s), must be clearly disclosed by the applicant during the application process.

## PRINCIPLES

### ELIGIBILITY

To be eligible for a Leadership Scholarship, applicants must:

- Be a New Zealand citizen;
- Be nominated by a reputable organisation or individual acceptable to AGMARDT;
- Have the desire to lift their management and leadership potential and skill level;
- Have the desire to maintain a career in the New Zealand agribusiness sector;
- Acknowledge AGMARDT as a sponsor and be available for media promotion and AGMARDT branded events should attendance be requested; and

### OTHER CONSIDERATIONS

Preference will be given but not limited to applicants who:

- Have not previously received AGMARDT assistance;
- Can demonstrate through a comprehensive development plan their intention to undertake a broad range of study/development;
- Are seeking new and innovative programmes which may include overseas experiences.
- Are involved in the agricultural, horticultural and/or forestry sectors;
- Have been identified as having potential as a future leader; and
- Can demonstrate the need for AGMARDT support.

## SPECIFIC EXCLUSION

AGMARDT provides significant direct funding to organisations as a strategic partner, to assist with providing leadership and governance training initiatives. Where AGMARDT is a strategic partner to an organisation, grants will not normally be provided to individual applicants to attend specific training provided by that organisation. Funding will only be considered when included as part of a wider personal development plan (e.g., Kellogg, Nuffield, AWDT Escalator).

The decision to support such applications remains entirely at the discretion of the Trustees and should not be expected.

## APPLICATION PROCESS

Applications received via the online portal (<http://applications.agmardt.org.nz/>) will be considered by the AGMARDT Board of Trustees and advisors where appropriate.

The applicant must submit all required supporting documentation to AGMARDT by the application deadline. Shortlisted applicants may be required to attend an interview. The travel costs associated with any such request will be paid by AGMARDT.

The Scholarship is contestable, and it is AGMARDT's policy to not provide feedback on applications which have been declined except at the absolute discretion of the Trustees.

## REPORTING

Successful applicants must comply with all the reporting requirements. The AGMARDT Board of Trustees view all reports provided by successful applicants. Reporting requirements will vary depending on the nature and scope of the individual development plan.

### PROGRESS REPORT

Progress reports are required to allow the Trustees to stay informed on the progress and how the successful applicant's development is tracking against their individual development plan and milestones as set in the original application. It is mandatory that a progress report is submitted with each payment claim.

A progress report template has been created and can be found in the [Resources tab](#) on the application portal (<http://applications.agmardt.org.nz/>).

### FINAL REPORT

At the completion of the course of study a Final Report is required.

A final report template has been created and can be found in the [Resources tab](#) on the application portal (<http://applications.agmardt.org.nz/>).

**Please note:** If your report contains commercially sensitive information, please discuss with AGMARDT and supply a summary report which can be made publicly available.

The final report must include:

- Scholarship name and grant number
- Include a final AGMARDT Milestone Report;
- Summarise the outcomes of the personal development programme and link the achieved outcomes to the original goals and aspirations;
- Detail the results achieved against the milestones set out in the original application;
- Identify any additional achievements and/or learnings;
- Provide Trustees with an insight into what the future may hold following the completion of this programme;

## PAYMENTS

The applicant must have their own New Zealand bank account and payments are made in the name of the applicant. All payments must be applied solely and exclusively for the scholarship AGMARDT has funded. Payments will be made according to a predetermined milestone schedule, as agreed between AGMARDT and the successful candidate.

Each claim for payment must include:

- An IRD approved tax invoice.
- AGMARDT [Claim Certificate](#) ([Resources tab](#) on the online portal (<http://applications.agmardt.org.nz/>) to be signed by the Project Manager and Financial Officer to confirm the expenditure is in accordance with the approved budget.
- A progress or final report (see section on [Reporting](#) above for more details)

## PROGRESS PAYMENTS

All progress payments which have satisfactorily complied with the requirements of the grant are made 20th of the following month.

## FINAL PAYMENTS

Final payments are withheld until they are approved by the Trustees at the next Trustee meeting. This date will usually be communicated to you on receipt of the Final Report.

If the actual total costs come to less than the maximum amount of the grant, the final claim must be adjusted as AGMARDT will only reimburse actual expenditure incurred.

On approval of the Final Report and compliance with the requirements of the grant payment will be made 20th of the following month.

## TERMS AND CONDITIONS

### DISSEMINATION/COMMERCIAL SENSITIVITY

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

Unless otherwise agreed to by AGMARDT and the applicant, AGMARDT may publish a summary of the aims of the project, and or the final report. Should the project be identified as 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.

### CONFIDENTIALITY

Advisors' and referees' comments are confidential to AGMARDT.

### SCHOLARSHIP WITHDRAWALS

A scholarship 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;
- There has been unauthorised variation to the agreed terms of the Scholarship;
- 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;
- No satisfactory progress has been made;
- The applicant is bankrupted; or
- The applicant receives a criminal conviction.

## INDEPENDENT AUDIT

For financial performance and management of the scholarship, 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.

## LATE APPLICATIONS

Applications received after close-off dates will only be considered at the discretion of the General Manager.

## DECLINED APPLICATIONS

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