



INSTITUTE OF ROAD TRANSPORT ENGINEERS OF NZ

SCHOLARSHIP FUNDING APPLICATION

1. Criteria for the approval of applications

1.1 Applications

Applications are normally considered 3 times of each year to coincide with meetings of the Institutes Executive Council. All applications should be made using the format and headings as set out in 3.0.

1.2 Objectives

Applications will be accepted for consideration based on the following objectives:

- 1) Educational and Traineeship outcomes.
- 2) Attendance at or, presentation of a short course, seminar, conference, lecture, class, or any other learning or educational environment that would advance the knowledge of the Institutes members.
- 3) For the development and publication of booklets brochures, guides, circulars, periodicals, articles and any other mechanism electronic or hard copy for disseminating information to members.
- 4) Any other project, technological or educational that the Executive Council agrees will contribute to the Institute members level of knowledge and expertise.

1.3 Ownership

The ownership and copyright of data, results and outputs, will remain the property of the IRTENZ unless the research is jointly undertaken, or the Executive Council deem otherwise.

1.4 Contracts

Projects (those over \$5,000 generally) will be subject to a formal contract with the applicant (or researcher) undertaking the work.

1.5 Consultation

Where a project has sources of funding other than from the Institute any funding will be provided only after consultation with the other funding agencies involved.

1.6 Publication

Results of research or study activity shall be published in a report to the Council of IRTENZ in the first instance, unless another agency is the major funder, in which case the IRTENZ Scholarship Funding assistance should be acknowledged.

Reports may be summarised in Trade Journals if there is the opportunity.

Note: It is a condition that successful applicants agree to report on their approved project to the Annual General Meeting of IRTENZ and at the Executive Councils discretion, agree to give up to three further addresses to members.

2.0 Criteria by which proposal's will be judged

2.1 Technical Excellence

Proposals will be considered largely on the data contained in the application. Factors to be considered include:

The likelihood of the findings or information making a meaningful contribution to the expertise of the Institute, its members, or to commercial transport and safety in New Zealand.¹

The likelihood given the technical ability of the applicant to manage the project and its coming to a successful completion.

2.2 Cost

The Executive Council will be mindful of allocating too large a share of resources to any individual applicant or project.

3.0 Funding application for a research proposal

3.1 Title of Project

3.2. The Applicant (or Organisation)

The following personal details must be included in your application.

3.3 Name in Full

(b) Date of Birth.

3.4 Residential

(a) State if ordinarily resident in New Zealand.

(b) Full address of your place of residence.

(c) Present address - if different from (b).

3.5 Education

(a) Tertiary

Name the institution(s) at which you received your tertiary education, giving in each case qualifications gained.

(b) Any other educational qualifications, skills or experience that is relevant to the application.

3.6 Transport Experience

Give details of your practical experience, with particular reference to the type of transport in which you are currently engaged.

If you have no practical transport experience, state your interest with transport as an entity, economics, management, engineering (including fuels, lubricants, environmental,) or academic (including research).

¹ Refer to Clause 1.2 Objectives above.

3.7 Present Employment

Are you at present: -

1. In a transport business of your own? or
2. Managing for a company or Partnership? or
3. Employee of a transport related organisation?

If none of the above, state the nature of your employment. Give date you commenced your present employment.

3.8 Future Plans

Is it your intention to: -

- (a) Continue your present type of employment? or
- (b) Eventually run your own business in New Zealand?
- (c) Other.

3.9 Outside Activities

- (a) Are you a member of a Transport Organisation other than IRTENZ, if so, name it?
- (b) Detail interest and position or office held in activities relating to the Transport Industry.

3.10 Articles, Lectures

Give particulars of any original articles which you have presented for publication to the Press and of any lectures you may have given.

Note: Copies of contributions should be enclosed if possible.

- (a) If the application is made on behalf of an organisation please supply:
 - (i) Name of contact person
 - (ii) Mailing address
 - (iii) Phone and fax numbers

3.11 Referees

The name, title, address and phone number for three referees from whom the Council may seek an opinion.

Applicants should also acknowledge they are willing to be interviewed by the Council.

4.0 Abstract of Project

A brief outline of the project, in no more than 100 words.

4.1 Background

A brief historical background to demonstrate the need for this project. If the project is part of a continuing process, or a previous investigation in the project area has been undertaken, please give details.

If this project forms part of another project, please give details.

4.2 The Proposal

Please give details of the proposal using the following details:

- (a) Aims and Objectives.
- (b) Target Group
- (c) Relevant previous project activity by applicant (or organisation) and other investigators.
- (d) Necessity for the project.
- (e) Methodology (the project design by which the aims and objectives will be achieved). Such methods as conference attendance, sampling techniques, questionnaire design, pamphlets, videos or similar should be included.
- (f) Tangible outputs (this should include the proposed production of research reports, videos, publications, courses/seminars/meetings conducted, surveys, establishment of databases) and presentations to be given to IRTENZ meetings.

4.3 Budget

- (a) Please give estimated breakdown of costs using the format below:

Items of Expenditure	Financial Year 20../20..	Financial Year 20../20..	Financial Year 20../20..
Operational Expenses			
Equipment			
Materials			
Rents/accommodations			
Running Costs			
Salaries/Contract Fees			
General Expenses			
Travel Expenses			
Other			
TOTAL (GST EXCLUSIVE)			

The foregoing statements are accurate to the best of my knowledge and belief, and, if awarded a Scholarship Fund, I undertake to observe the conditions and regulations of the IRTENZ Scholarship Fund.

Signature of Applicant

Date of Application

Please send the signed application to:

The Secretary
Institute of Road Transport Engineers of NZ
P O Box 204326 Highbrook
Auckland 2161

Or email: kateb@tesnz.com