**BACKGROUND**

Trust Waikato Te Puna o Waikato is a philanthropic organisation established in 1988. They donate a percentage of their profits to community organisations and projects that focus on welfare, sport, recreation, youth, art, culture, and the environment, for the benefit of people in the Waikato region. In September 2001 Trust Waikato made available a significant contribution to be used as research grants for students at the University of Waikato. The support is for research projects that focus on ways in which not-for-profit / voluntary / community / whanau / third sector organisations can enhance life for the people of the Trust Waikato region. The Trust Waikato region is closely aligned to the following territorial local authorities: Hamilton City, Waipa District, Hauraki District, Waikato District, Matamata-Piako District, Otorohanga District, Waitomo District, Thames Coromandel District, Ruapehu District and South Waikato District.

1. **Purpose**
   1.1. The Trust Waikato Grants have been provided to support student research that is aimed at improving the lives of the people in the Trust Waikato region through community organisations.

2. **Eligibility**
   2.1. To be eligible, students must be enrolled (full or part-time) in a course with a research component at 400-level or above at the University of Waikato.
   
   2.2. The applicant’s research must involve or provide outcomes of use for at least one community or not for profit group in the Trust Waikato region (see clause 8.3).
   
   2.2.1. Preference will be given to projects which will enhance understanding of the organisation, the management skills and practices of the sector and its role in the community.

3. **Value**
   3.1. The value of the grants vary but are normally in the range of $1,000 - $5,000. Students can apply for a grant to cover research related costs.
   
   3.2. Examples of research related costs:
   
   a) Course enrolment fees for research papers;
   
   b) To support attendance at and/or presentation of research findings at a national conference if that conference is directly related to the organisation’s activities, and/or allows the dissemination of the research findings to a wide and relevant community audience.
c) To purchase or hire equipment, and/or the purchase of computer software which it is not reasonable for the Department to provide as part of its support of the research. Funds will not usually be granted to purchase items of a capital nature, e.g. computers or those items available for use through the university (e.g. dictaphones).

3.3 In exceptional circumstances the research grant may be used to recover expenditure incurred prior to making an application for a grant.

4. Application

4.1 Trust Waikato Grants are open to application over three rounds annually. The closing dates for 2018 are: 15 March, 15 July and 15 November.

4.2 Along with the prescribed application form, each applicant must submit:
   a) a budget of expenses for which they are applying for the award; AND
   b) evidence from the community group(s) or network(s) in the form of:
      i. support for the project or evidence of consultation with the group(s), OR
      ii. evidence of consultation with the group(s), OR
      iii. evidence that the research has been requested by the group(s).

4.3 Applicants applying for a research grant may be required to attend an interview.

5. Selection Criteria

5.1 Academic ability will be considered in the selection process as will the feasibility, relevance and worthiness of the research project.

6. Selection Panel

6.1 The Selection Panel will comprise of the no fewer than three Faculty Scholarships Committee’s representatives (or their nominees) and a member of the University of Waikato Development Office. A chairperson will be selected by the members of the Panel at the Selection Panel meeting.

6.2 The Selection Panel may refrain from making recommendations if it finds no candidates of sufficient merit. In this case, funding will be held over for future application rounds.

6.3 The Selection Panel’s decision is final and no correspondence will be entered into following the selection meeting.

7. Awarding

7.1 The successful applicants will be offered the Award on the condition that they enrol part- or full-time in the qualification specified in their application.

7.2 Successful applicants will be advised of the offer of an Award in writing and must advise the University’s Scholarships Office of their acceptance of the offer by the prescribed date.

7.3 Large grants may be paid to the recipient in instalments throughout the year of tenure.

7.4 The final 25% payment of the grant will be held to be given to the student at the presentation function, usually held in May of the following year.

7.5 The award will usually have a tenure of one year. Applications for awards with a tenure of more than one year will only be considered in exceptional circumstances.
8. **Other Conditions**

8.1. The Scholarship may be held with any other bursary, scholarship or award, unless the conditions of the other award preclude this.

8.2. The Scholarships Committee may terminate a Scholarship at any time and recoup any funds awarded, if it is not satisfied that the recipient is following the required programme or is not otherwise complying with the conditions governing the Scholarship and/or the regulations of the University of Waikato. The holder of a Scholarship shall have the right to appeal to the Research Committee against any decision to terminate the award.

8.3. In consultation with the researchers and their supervisor(s), grant recipients will be required to provide their community or not for profit group and Trust Waikato an electronic one-page summary of their research outcomes within 6 months of completion of research project.

8.3.1. The summary may also be published on the Trust Waikato website.

8.4. By accepting an Award, the recipient agrees to participate in any publicity concerning the scholarship arranged by the University of Waikato and Trust Waikato. The recipient will also be required to attend a presentation ceremony and create a summary of their proposed research in the form of a poster, to be displayed at the Trust Waikato function.

8.5. The recipient agrees to acknowledge Trust Waikato Te Pua o Waikato on all publications, presentations and publicity arising from the research.