



**MINISTRY OF BUSINESS,  
INNOVATION & EMPLOYMENT**  
HIKINA WHAKATUTUKI



# **National Science Challenges Request for Proposals**

Building Better Homes, Towns, and Cities  
Ko ngā wā kāinga hei whakamāhorahora

**15 January 2015**

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## Quick reference guide

### What are the National Science Challenges (NSCs)?

The NSCs are a new strategic approach to mission-led science investment. The Challenges respond to the most important, national-scale issues and opportunities identified by science stakeholders and the New Zealand public, promote collaboration across a number of research providers, and involve a broad portfolio of multi-disciplinary research activity. They target objectives that, if achieved, will have a major and enduring benefit for New Zealand.

### How much funding is available and what can funding be used for?

This RfP invites proposals for a research collaboration representing New Zealand's best team to deliver the Building Better Homes, Towns, and Cities *Ko ngā wā kāinga hei whakamāhorahora* Challenge. Funding available over the next ten years is \$47.910 million and can be used for research, science, or technology or related activities. Funding cannot be used for capital expenditure.

### Who can apply?

Legal entities representing a comprehensive range of organisations and individuals with a track record in the research area of each Challenge can submit a proposal.

### When are proposals due and what information must they contain?

Proposals are due through the MBIE Portal by 12pm noon on Friday, 27 March 2015. Proposals must include a research plan (outline of research strategy and research work programme) and a business plan (governance, management, and financial arrangements) for up to ten years.

### Assessment, decision-making, and contracting

An independent assessment panel will assess proposals. The Science Board will make funding decisions. The *Gazette* notice *Criteria for Proposals for National Science Challenges Funding* dated 31 January 2014 outlines the criteria against which proposals will be assessed. If your proposal is successful, MBIE will contract with a single legal entity (Challenge Contractor) for up to ten years. The Science Board may allocate funding for an initial period up to 30 June 2019 (with potential for a further five years of funding after that period). The NSC Investment Contract (NSCIC) template that MBIE will use to contract with the Challenge Contractor is posted on the MBIE website and outlines indicative terms and conditions. The NSCIC should be read in conjunction with the explanatory note. The final NSCIC will reflect each successful applicant's governance structure.

### Further information and reference documents

For further information, refer [www.msi.govt.nz/update-me/major-projects/national-science-challenges/](http://www.msi.govt.nz/update-me/major-projects/national-science-challenges/) or e-mail [contactNSC@mbie.govt.nz](mailto:contactNSC@mbie.govt.nz). MBIE will publish any questions received and answers on its website.

### GST

All financial figures in this document are GST exclusive.

## Introduction

This RfP invites proposals for NSC funding for a research collaboration (Challenge collaboration) representing New Zealand's best team to deliver the Building Better Homes, Towns, and Cities *Ko ngā wā kāinga hei whakamāhorahora* Challenge.

In August 2012, the Government agreed to the creation of the National Science Challenges. The Challenges are a set of mission-led science investments that will help to address some of the most fundamental issues New Zealand faces for its future development. The process of identifying the Challenges involved significant public engagement and recommendations by an independent panel. NSC funding is for research, science, or technology, or related activities that have the potential to:

- respond to the most important, national-scale issues and opportunities identified by science stakeholders and the New Zealand public
- promote collaboration across a number of research providers and involve a broad portfolio of multi-disciplinary research activity
- enable government to take a more long-term strategic approach to managing and coordinating mission-led science investments.

The NSCs will involve greater alignment and co-ordination of research to generate greater impact and value from the government's science investment.

Public outreach, communication, and education are important aspects of the NSCs. Public awareness as each Challenge proceeds will help to increase understanding of how science contributes to New Zealand's well-being and will encourage a more scientific approach to tackling the challenges facing us. The NSCs will also help lift the profile of science and other disciplines among young people and may encourage them into science- and technology-based careers.

## Eligibility

### Who can submit a proposal for NSC funding?

A legal entity (based in New Zealand) representing a comprehensive range of organisations and individuals with a track record in the research area of the Challenge can submit a proposal under one Challenge.

Public service departments (as listed in Schedule 1 of the State Sector Act 1988) are not eligible to submit proposals.

### Overseas organisations

Overseas organisations may take part in a Challenge collaboration. A Challenge collaboration may include the use of international research capability and infrastructure facilities if not available in New Zealand. However, MBIE expects that the majority of research will be carried out in New Zealand unless there are compelling reasons otherwise.

### Not solely for the benefit of Challenge members

The Challenges are to address major national-scale issues and opportunities and are for the benefit of New Zealand. A proposal must not be solely for the benefit of the applicant including the organisations or individuals it represents that are taking part in a Challenge collaboration (Challenge members).

### Involvement in more than one Challenge

Research organisations or individuals that are part of one Challenge proposal may also be involved in another proposal for a separate Challenge.

# Funding

## What activities are eligible and ineligible for funding?

NSC funding can be applied to undertake research, science, or technology ('research') or related activities that are in a Challenge specified in this RfP. Related activities can include, for example, engagement with communities, schools, businesses, and end users of research, capability development, science communication and promotion, and providing for open data and re-use of data. Funding cannot be used for capital expenditure.

## Funding amounts

The total funding available for the Challenge is up to \$47.910 million, of which \$23.585 million will be available for the first funding period to 30 June 2019 and \$24.325 million for the second funding period from 1 July 2019 to 30 June 2024. You do not have to apply for the full amount if you consider that you can address each Challenge with less funding. However, you cannot apply for more than the stated amount.

Total funding is divided into two funding periods. You cannot apply to bring forward funding from the second period to the first period and you cannot carry over unspent funding from the first period to the second period.

Challenge work programmes can start at any time. The full amount for the first period is available to the end of the period regardless of the work programme start date (subject to Science Board approval). The amount available for each period can be spread unevenly over the period, ie the amounts drawn down from MBIE can vary year by year depending on need.

## Mapped contracts

Total funding is made up of 'new' government funding and funding from 'mapped' MBIE-managed research contracts. Funding from the two sources is bundled together to produce the total funding amount mentioned above. The source of funding (whether from new funding or mapped contracts) is not relevant – the total amounts for each funding period can be used as the Challenge collaboration sees best to address Challenge themes and objectives.

Contracts that have been identified as being mapped to each Challenge (listed on the MBIE website) will continue to their full term as contracted (unless contract holders seek variations). There is no requirement or expectation that funding made available from mapped contracts will be used to fund extensions of existing contracts or research under way in mapped contracts.

## Relationship with CRI core funding

The role of the Crown research institutes (CRIs) is to undertake research for the benefit of New Zealand as outlined in the Crown Research Institutes Act 1992. The Statements of Core Purpose (SCPs), available on the CRIs' websites, outline each CRI's purpose and target outcomes. Where there is alignment between a Challenge and the SCP of a CRI that takes part in a Challenge, it is expected that the relevant portion of the CRI's core funding will be invested in the Challenge as co-funding.

Scion has approximately \$0.2 million per annum of core funding relevant to this Challenge.

## Other funding

Research funded by other government agencies and research providers, including universities and BRANZ, may be aligned to a Challenge where the research also contributes to the Challenge objective and outcomes.

## Co-funding

You are strongly encouraged to seek co-funding from external partners, including the private sector. Co-funding indicates support from end users. In the business plan section of your proposal you must outline your efforts to secure co-funding from other sources (including from international sources) and plans to leverage private sector investment.

## Governance

A governance structure will be required for each Challenge. Its responsibilities will include strategic direction and responsibility for the implementation and delivery of the Challenge work programme and outcomes. This will include oversight of allocating and managing funding, planning, performance monitoring and review of progress, skills development, ensuring the impact of delivery, communicating and reporting, and, if relevant, resolving disputes between Challenge members.

The governance structure should be appropriate for the complexity of the proposed activities and the number of parties involved including Challenge members.

We strongly recommend that the governance structure include end users (including Māori) who can provide strategic input into shaping and delivering the Challenge work programme. Where appropriate, for example to reduce transaction costs, the Challenge collaboration may leverage or build on an existing governance structure.

If the governance structure has not been formed at proposal stage, proposals must include details on the proposed governance arrangements. If your proposal is successful, there will be a pre-contractual condition to ensure that the governance arrangements outlined in the proposal are implemented before contracting.

MBIE reserves the right to appoint an observer to the governance structure (board or equivalent body).

## Structural options

For the avoidance of doubt:

- the entity that contracts with MBIE (Challenge Contractor) must be a legal entity based in New Zealand.
- the entity can be a separate, stand-alone entity established for the purpose or it may be one of the Challenge members.
- a proposal may propose a single entity that 1) contracts with MBIE and receives funding, 2) forms the governance structure of the Challenge and relationship between Challenge members and other parties involved, and 3) manages the Challenge's day-by-day activities. There can be separate entities with different functions in the Challenge, but only one Challenge Contractor.
- your Business Plan must outline your proposed governance, management, and financial arrangements and relationships between the various parties involved in the Challenge.

Governance, management, and financial arrangements are up to each applicant and can differ across Challenges. The Science Board will decide whether the proposed arrangements and structures are appropriate.

## Application process

Only one legal entity (Challenge Contractor) may submit a proposal for a Challenge collaboration.

You must submit your proposal through the MBIE Portal by 12pm (noon) on Friday, 27 March 2015. The MBIE Portal is a secure, online space where you apply for funding. The MBIE Portal is accessed at <https://ims.msi.govt.nz/myfirst/>. MBIE will not accept proposals received after the closing deadline.

If you have not previously applied for MBIE funding through the MBIE Portal in the name of the Challenge Contractor, you need to register. Refer Appendix C: How to use the MBIE Portal.

### What information is required?

In the MBIE Portal you will be asked to provide certain information to identify and summarise your proposal.

You will be required to upload a research plan that outlines a 10-year research strategy and detailed research programmes for the first funding period (up to 30 June 2019) and a business plan that outlines your governance, management, and financial arrangements.

For the research and business plans combined there is a limit of 50 pages, to ensure that the information that you provide is concise and succinct and covers key points. Your proposal should contain adequate information for assessment purposes but there is no requirement to go up to the page limit. Font sizes should be legible (at least 11 point) and margins and spacing should be reasonable. The 50-page limit excludes references. All financial figures must be GST exclusive.

The only permitted information beyond the 50-page limit are references, the CVs of key personnel, and copies of the IP management agreement and governance agreement(s) between Challenge members. Provide CVs using MBIE's standard CV template (available at [www.msi.govt.nz/update-me/major-projects/national-science-challenges/request-for-proposals](http://www.msi.govt.nz/update-me/major-projects/national-science-challenges/request-for-proposals)). You may modify the CV template for non-scientific key personnel (eg management personnel), but do not go over the stated page limit.

#### Note:

- Your research and business plans must outline your intended approach and arrangements as a whole for a period up to 30 June 2024.
- Your research plan must also provide a detailed description of your proposed work programme for the first funding period up to 30 June 2019.
- If your proposal is successful, the Science Board may allocate funding for an initial period up to 30 June 2019 (with potential for a further five years of funding after that period). The description of your proposed work programme will form the basis of a Challenge Programme Agreement attached to the NSC Investment Contract. You will be required to report to MBIE on your progress each year.

### Research plan

Provide a research plan that sets out clearly over a period of up to ten years your proposed research and related activities and how you will carry out these activities to achieve the Challenge objective and outcomes. The research plan should take into account all funding available to the Challenge and should demonstrate how other relevant funding (eg CRI core funding as co-funding, and other co-funding from end users) will be integrated and aligned to achieve Challenge objectives and outcomes.

Address each outcome under each theme. However, propose different theme(s) and/or outcome(s) if you consider that they can better meet the Challenge objective, and provide an explanation.

Your research plan must include the following information.

## **Part 1            Research plan - overall approach**

### **1.1        10-year research plan**

Provide an integrated up to 10-year research plan to achieve the Challenge objective and outcomes. The plan should outline your proposed research and related activities and how these will meet the Challenge objective and outcomes. The plan should provide a detailed description of your proposed work programme up to 30 June 2019 with a high-level outline of the proposed research for the rest of the total period up to 30 June 2024. You may propose a research plan for fewer than ten years if you consider that you can achieve the Challenge outcomes in a shorter time.

Your research plan should refer in general terms to items such as, but not limited to, the proposed research approach, portfolio of research programmes, sequencing of research programmes, performance monitoring including key performance indicators (KPIs), role of each Challenge member, and the key capabilities applied.

**Research organisations:** Demonstrate how the research plan establishes the best team of research organisations for the research and makes best use of existing capabilities, competencies, and infrastructure of key New Zealand research organisations. Show that the organisations involved in the Challenge have the capability, capacity, track record, skills, and experience to carry out the research.

Show how collaboration within the Challenge and with other research organisations will be promoted and used where this will make the best use of existing skills across the New Zealand science system and will avoid duplication. Show how you will leverage the capabilities of international research organisations. Show how Māori researchers/research organisations will participate in the Challenge.

If relevant, advise why you have not included any research organisation that would otherwise be considered a leading provider of research capability/infrastructure in the area of research covered by your proposal.

**End users:** Your research plan must show how it will meet the needs of end users. It should reflect the engagement and support of the public and end users (including Māori) in its development. Demonstrate how you involved potential end users in designing your research plan, how you will continue to involve potential end users in any modifications, and how end users will be involved in the research and/or in using the results of the research. This information could be provided in the form of a stakeholder engagement plan.

### **1.2        Research landscape (national and international)**

**Step up from existing research activity:** A key principle of the NSCs is the generation of impact to address issues and opportunities of importance to New Zealand. This requires a significant step change from research currently undertaken and the way in which research is carried out, for example multi-disciplinary collaborations. This implies more than a mere extension of existing research (although Challenge work programmes should complement current activity and avoid duplication).

Demonstrate how your proposed activities will represent a significant step change in undertaking research and delivering impact to tackle the issues under the Challenge.

**Fit with existing research:** Show how your proposed research fits in with other relevant current research in New Zealand and internationally that contributes directly or indirectly to the Challenge but is funded from other sources. Show how your proposed research will complement and not duplicate other research. Show how you will address gaps and opportunities in the overall research landscape.



Relevant New Zealand research may include other research funded by MBIE and other government agencies (eg Primary Growth Partnership funding from the Ministry for Primary Industries), centres of research excellence, universities, independent research organisations, and businesses.

**Co-funding:** Outline the sources of any co-funding, their nature (cash or in kind), and the proposed research that it will support. Show how relevant CRI core funding will be embedded in the Challenge as co-funding.

**Linkages to international research:** Describe how you will use international expertise to augment your research, to enhance knowledge creation by linking with world-class international research groups in relevant fields, and to create enhanced and enduring international research partnerships for New Zealand by linking with relevant international initiatives.

**Fit with sector and research strategies:** Show how your proposed research fits with the overall strategic direction of the relevant industry sector(s). Refer to sector strategy documents if they exist. Show how your proposed research fits with any relevant research strategies, including Māori development strategies.

**Linkages to other Challenges:** Explain any linkages between your proposal and other relevant Challenges (based on currently available information on the other Challenges). Show how you will work with other relevant Challenges and share relevant information and identify opportunities between researchers, end users, and other parties involved in them.

### 1.3 Research team and skills

**Composition of research team:** Provide evidence that you have established the best team for your research and proactively promoted and incorporated collaboration with other research organisations and individuals where this will make the best use of existing skills across the New Zealand science system and will avoid duplication.

Provide information about the research team involved in your proposal and identify key researchers. Information about team members should include their role, track record and experience, and evidence of peer recognition (eg awards and prizes).

If relevant, advise why you have not included any researcher who would otherwise be considered a leading investigator in the area of research covered by your proposal.

**International linkages:** Explain how you will leverage international knowledge, skills, and experience. Provide information about the international researchers who will be part of the Challenge and how and to what extent they will be involved in the Challenge.

**Skills development:** Show how the skills and expertise of researchers will be built over the life of the Challenge. Outline processes for the training and career development of researchers involved, particularly for PhDs, post-docs, and researchers in the early or mid stage of their careers.

**Infrastructure:** Outline arrangements for ensuring access to significant research infrastructure, including how Challenge members will share infrastructure and avoid duplication of existing investment in infrastructure.

**Collaboration:** Outline how your proposed collaboration arrangements are fit for purpose and will support the achievement of the Challenge objective and outcomes. Outline the formal and informal mechanisms by which researchers from the same or different disciplines, organisations (in New Zealand and internationally), and/or teams will work together in the Challenge. Describe the connections and collaborations between Māori organisations and researchers who undertake to deliver Vision Mātauranga objectives. Outline how researchers and end users will develop a shared understanding of objectives and outcomes. Outline the systems that will be used to enable multi-disciplinary research. Show how research results, data, tools, and infrastructure will be shared across teams and organisations.

## 1.4 Research portfolio and quality

**Prioritisation:** Describe the processes used to identify, assess, prioritise, and select research programmes to address the Challenge. This could include, for example, the use of a contestable process within the Challenge.

**Quality:** You are encouraged to seek independent review of the quality of your proposed research programmes before you submit your proposal. Outline any process used to review the research programmes outlined in your proposal. Outline methods for ensuring on-going quality assurance in delivering the research, once the research work programme is under way. This could include, for example, the use of an international science advisory panel. Outline any other activities that will contribute to outstanding science quality.

**Portfolio:** Describe the portfolio of research and how it includes both high-risk/high-return programmes as well as incremental research. Describe how the Challenge provides researchers with the opportunity to pursue innovative, extraordinary, or unconventional research that will push the boundaries of science in a Challenge. For example, you may wish to fund investigators, rather than programmes, to undertake research that contributes to achieving Challenge outcomes.

**Dynamism:** Describe the methods that will be used to allow the dynamic introduction of new capability, research, and researchers into the Challenge.

You must allocate a portion of total Challenge funding (excluding CRI core funding) to a separate pool from which you will allocate funding through a contestable process open to existing Challenge members and to other researchers/research organisations outside the Challenge. The amount of contestable funding is not defined, but the amount and timing of allocation should be sufficient to achieve the objective of refreshment.

Describe your approach to contestable funding, including:

- how much you will set aside for contestable allocation (eg fixed \$ amount or a % of total funding) and how you have decided on this amount
- the regularity of contestable allocation rounds
- the research questions or investment priorities for which you will call for funding, and how the questions and priorities will be set
- the process to call for proposals for funding
- assessment and decision-making criteria and processes and how you will incorporate independent peer review and/or assessment panel
- contracting, monitoring, and reporting.

For guidance, you may wish to consider the way in which MBIE allocates science-led funding through its annual contestable rounds.

## 1.5 Vision Mātauranga (VM)

The NSCs are to give effect to the VM policy (refer [www.msi.govt.nz/get-connected/unlocking-Maori-potential/](http://www.msi.govt.nz/get-connected/unlocking-Maori-potential/)). The VM policy aims to unlock the science and innovation potential of Māori knowledge, resources, and people for the benefit of New Zealand. It focuses on four themes:

- (a) indigenous innovation – contributing to economic growth through distinctive science and innovation
- (b) taiao/environment – achieving environmental sustainability through iwi and hapū relationships with land and sea
- (c) hauora/health – improving health and social wellbeing
- (d) mātauranga – exploring indigenous knowledge and science and innovation.

It is expected that Māori researchers/research organisations, end users, and/or stakeholders will play a vital role in the delivery of the Challenge at all levels. In giving effect to the VM policy, demonstrate how the proposed research responds to distinctive issues and needs of Māori and Māori communities and identify how Māori, both individually and collectively, can participate in research initiatives to achieve the outcomes sought.

It is important to assess VM-related research opportunities and methodologies in the early stages of research planning for the Challenge. This will require strong leadership of VM initiatives to ensure that VM is integrated within a Challenge collaboration, and not in an isolated manner. Explain how you will integrate Māori knowledge and perspectives into the Challenge and identify research with potential to deliver VM outcomes. These VM outcomes may include, depending on the Challenge:

- distinctive products, services, or systems derived from Māori knowledge
- new knowledge to support kaitiakitanga
- approaches and solutions to Māori health and social well being
- enhanced capability of Māori businesses to increase productivity.

## 1.6 Impact

**Benefits:** Outline the nature and size of the benefits the proposed research plan is expected to have for New Zealand. Include the benefits of the proposed research plan to New Zealand science. Outline the additional value the Challenge will deliver, including by addressing gaps and opportunities.

**Costs:** Provide an analysis of the expected balance of the benefits and costs of the proposed research.

**Pathway to impact:** Demonstrate a credible and convincing pathway from research to the achievement of Challenge outcomes. Show all steps involved from research to impact (up to and including technology transfer and further commercialisation). Specify:

- the nature of your research outputs, how they will be used, adopted, applied, or implemented by end users, and who the end users will be (eg sectors, government, businesses, Māori organisations, communities, and individuals)
- the nature and magnitude of the expected impact of the research
- how you will identify and address barriers to successful implementation.

**Risks:** Outline the key risks associated with your proposed research and your proposed risk mitigation actions. Justify investment in activities that entail particularly high risk by outlining potential benefits.

## 1.7 Open data

MBIE is committed to ensuring that all science data generated through its investments meets minimum expectations of good data management and availability to the public. MBIE requires parties receiving funding to comply with the New Zealand Government Open Access and Licensing Framework (refer <http://ict.govt.nz/guidance-and-resources/information-and-data/nzgoal/>). Explain how you will meet this requirement and seek to maximise benefit to New Zealand by providing for the access and re-use of data generated.

## 1.8 IP management

Provide a copy of the proposed IP management agreement between Challenge members (this is in addition to the 50-page limit). The nature of IP agreements is up to Challenge members. However, experience indicates that IP agreements should address:

- the declaration, valuation, and use of existing confidential information and registered IP

- the ownership of new IP (including IP associated with mātauranga Māori or Māori knowledge)
- selling or licensing rights to access and use new IP (including to third parties)
- rights to represent the IP for sale or licence
- lodgement, maintenance, and protection of new IP
- the apportionment of revenues
- any restrictions on publishing research results
- a process for the resolution of disputes
- arrangements for the payment of costs and cost recovery
- exit and entry arrangements, eg on-going IP access for members who leave or for new members, and for when the partnership terminates.

### **1.9 Related activities - public outreach, communication, and education activities**

The NSCs are important, national-scale initiatives that, if the objectives are achieved, will have a major and enduring benefit for all New Zealanders. They will make an important contribution to the leadership challenge set by the NSC panel for the Science and Society initiative, ie to improve public awareness and engagement with science and innovation, skills, and evidence-based decision-making.

Public outreach, communication, public engagement, and education activities are an important and required component of NSC activity and NSC funding can be used for such activities.

Outline how you will involve the public in your proposed research, how you intend to engage the public with your proposed research, and the outreach, communication, and education activities you intend to undertake.

### **1.10 Monitoring of performance, evaluation of impact**

Devolution of management and control to collaborative parties under the NSC approach will be balanced with increased performance monitoring and evaluation, but without excessive transaction costs. MBIE requires adequate, regular monitoring of Challenge performance to ensure demonstrable and measureable progress towards achieving the Challenge objective and outcomes. Challenge performance is subject to monitoring and review and MBIE may undertake a review in the first five years.

Outline your proposed performance monitoring and evaluation processes for:

- monitoring on-going performance of research programmes and related activities, including against measureable KPIs
- monitoring progress towards the outputs and outcomes in the pathway to impact
- reporting on VM outcomes
- reporting to the governance structure
- reporting and feedback to Challenge members and co-funders
- reporting to MBIE
- assessing the overall performance of the Challenge activities to achieve Challenge outcomes, including value for money.

List the KPIs that you intend to use, including measures and go/no go points. KPIs should as far as possible reflect the following principles:

- a) be capable of independently verifiable measurement and assessment
- b) enable monitoring and evaluation of how well the Challenge is performing in relation to meeting its objective and outcomes

- c) focus on the material factors likely to determine success by identifying a credible pathway to achieving the Challenge objective and outcomes and impact
- d) be of a nature that reflects the significance of the Crown funding and responsibility for financial management over the term of the relevant Challenge Programme Agreement.

MBIE intends to measure and evaluate the impact of each Challenge and may request access to evaluation information that you hold. Outline the process that you will use to measure and evaluate the impact of your research.

## **Part 2            Research plan - detailed description of initial work programme**

Part 1 describes your overall approach and arrangements over the total period to 30 June 2024. In Part 2 provide detailed information on your proposed research programmes and related activities for the first funding period to 30 June 2019.

**Research programmes:** A research programme involves different activities, trials, and experiments aimed at gaining understanding and answering research questions. List and describe in detail your proposed research programmes for the first funding period up to 30 June 2019. Provide sufficient information about each research programme to enable the quality of the overall plan to be assessed and to give confidence that the work can be implemented. This information should include (but is not limited to):

- purpose and approach of each research programme
- who will undertake each research programme (research providers, principal researchers, research team size/skill mix, and international collaborators)
- start and end dates of each research programme and cost per annum
- how the various research programmes fit with each other in a coherent manner (important interdependencies) and fit within the broad 10-year research plan
- research outputs, eg what knowledge will change, what new technologies or materials or products could be developed, what new information will be generated, how research outputs will be communicated and to whom
- impact in terms of advancing knowledge and contributing to achieving the Challenge objective and outcomes
- how the research in each research programme builds on and contributes to other research in New Zealand or internationally that contributes to the Challenge
- how the research builds on existing capabilities and the competencies of the key organisations and researchers and infrastructure
- how the research gives effect to the VM policy
- how new ideas, approaches, technologies, and higher-risk research will form part of each research programme
- elements of the work programme that will be subject to a specific contestable funding allocation process
- alternative avenues of investigation in pursuit of Challenge outcomes if the proposed research does not yield the intended results
- subcontractors for significant items of work and information on your IP arrangements with subcontractors.

## **Business plan**

Provide a business plan that outlines your governance, management, and financial arrangements. Your business plan must include the following information.

### **Governance arrangements**

Each Challenge must have a strong and competent governance structure that oversees strategic direction and delivery of the research work programme and the relationship between parties involved in the Challenge. Outline the nature and structure of your proposed governance arrangements, ie form, participants/members/shareholders, and members of the board or equivalent governance body.

Explain how you will give effect to the objectives of the Vision Mātauranga (VM) policy. This may include, for example, involving Māori organisations or individuals in the governance of your proposal or in an advisory role, if relevant.

Provide a copy of the governance agreement(s) between Challenge members if finalised by the time you submit your proposal (this is in addition to the 50-page limit) or, if not, an outline of the proposed arrangements and your plan/timeline for finalisation of the agreement(s). The agreement(s) may include the following:

- role and responsibilities of the governance structure
- provisions for Challenge members to leave
- how new members can join
- how resources will be allocated (and reallocated during the life of the Challenge if members change)
- how conflicts of interest and disputes between Challenge members will be managed
- provision for changes to the governance agreement(s) and termination.

Provide information on external groups that you intend to establish, for example to provide advice.

### **Management arrangements**

Appropriate management arrangements need to be in place to enable multiple researchers, research organisations, and end users to work together to achieve Challenge outcomes. Provide information on:

- proposed management arrangements and resources (people involved in the management team and their skills and experience)
- project management processes used to co-ordinate multiple research providers, reporting timelines, and performance monitoring
- how research direction, results, and information will be shared between researchers
- a communication and engagement strategy to enable the Challenge to maximise impact with end users and the wider community
- the process for stopping/starting/stage-gating/scaling and prioritising research and funding
- risk management plan.

### **Financial management**

Provide sufficient evidence to demonstrate the financial stability of the research organisations in the Challenge.

Appropriate financial management systems need to be in place to manage the Challenge. Outline processes, resourcing, and capability for financial management, reporting, audit, and oversight. Show the following per annum in sufficient detail:

- income sought from MBIE
- income/co-funding expected from other sources
- cash flow
- expenditure broken down into the following cost categories:
  - direct research costs (personnel, subcontracting, and other operating costs)
  - governance and management costs
  - costs of related activities, eg communication, engagement, skills development
  - overheads (eg rent)
  - other costs (describe).

**Co-funding:** You are strongly encouraged to seek co-funding from external partners for your research programme. Outline the efforts that you have made and will continue to make during the life of the Challenge to secure co-funding from other sources (including from overseas sources) and plans to leverage private sector investment.

Outline the sources of your co-funding, their nature (cash or in kind), and status (eg confirmed, letter of intent, under negotiation etc).

# Assessment process

## Step 1 Assessment by independent assessment panel

MBIE will provide your proposal to an independent assessment panel that it will appoint for each Challenge. The panel will assess proposals against the criteria in the *Criteria for proposals for National Science Challenges Funding* notice in the *New Zealand Gazette*. The panel will include experts in the relevant area of science (including international experts), Vision Mātauranga, governance, management, and financial arrangements, delivery and assessment of research outcomes, and assessment of economic and financial impact. To aid its assessment, the panel may ask for information from MBIE or from other sources.

MBIE will publish on its website the names of assessment panel members before proposals are due. When submitting your proposal through the MBIE Portal you will have the opportunity to identify any potential conflicts of interest.

At this stage MBIE reserves the right to carry out due diligence on any Challenge member if MBIE considers this necessary to confirm the financial stability of a Challenge member or any other matter material to a proposal.

## Step 2 Science Board decision-making

Once the assessment panel has assessed proposals, MBIE will provide to the Science Board information from the assessment process on each proposal and any other relevant information required under the criteria for assessing proposals or that the Science Board may request.

The Science Board will make decisions on proposals for funding against the criteria in the *Gazette* notice. The Science Board may:

- approve your proposal
- decline your proposal
- set pre-contractual conditions
- set special conditions in addition to the general terms and conditions set out in the NSCIC template or vary those terms and conditions
- set terms and conditions that reflect the approved governance, management, and financial arrangements
- vary the proposed duration by setting a different term to that proposed or by stage-gating the investment, ie by requiring certain conditions to be met at a point in the term of funding
- vary the funding allocated from that proposed, such as by funding only some themes, a reduced number of research programmes, or by providing a reduced amount of total funding.

The Science Board may decide to fund one proposal only. The Science Board may choose to fund no proposal. If the Science Board decides not to fund any proposal, it may ask applicants to revise and resubmit their proposal.



## Contracting

If the Science Board approves your proposal, MBIE will enter into an investment contract with you in line with the Science Board's decision and the terms and conditions of funding set by the Science Board. MBIE will use a National Science Challenge Investment Contract (NSCIC) template (on the MBIE website) and will customise it for each Challenge to reflect governance arrangements. By submitting a proposal, you are agreeing to adhere to the terms and conditions of the NSCIC, if the Science Board approves your proposal for funding. In addition, you agree to adhere to those terms and conditions set by the Science Board that incorporate the approved governance, management, and financial arrangements and contracting entity.

If the Science Board approves your proposal for funding the process will be as follows.

1. The Challenge Contractor and MBIE will sign an NSCIC that reflects the Science Board's terms of funding. That contract contains:
  - a. the standard terms and conditions on which the Science Board has agreed to provide funding. The contract provides that the terms and conditions will apply each time the Science Board approves a proposal for funding for a new Challenge Programme
  - b. an appendix containing a template Challenge Programme Agreement
  - c. template schedules for each Challenge Programme Agreement. These are not populated in the NSCIC itself as the Challenge Programme Agreement appended to that contract is only a template.
2. The Challenge Contractor and MBIE will also sign a Challenge Programme Agreement that contains:
  - a. a two-page cover sheet to be signed, which acknowledges that the parties have entered into an NSCIC and that the terms set out in that contract apply in respect of the Challenge Programme Agreement
  - b. schedules that set out the details of the Challenge Programme. The content of those schedules will be extracted directly from information that you provide in your proposal, in particular in Part 2 of the Research Plan.
3. The Challenge Contractor and the Challenge members will comply with the terms stipulated by the Science Board which may include adopting all constitutional documents and executing a collaboration agreement as applicable or such other contracts to give effect to the Challenge Contractor's governance, management, and financial arrangements.

Where the Challenge collaboration, or some or all of its members, have existing contractual arrangements with MBIE or existing collaborative structures relevant to the Challenge, it may be appropriate to build on these existing arrangements. You may set out in the proposal how you could build on these existing arrangements. Any such proposal must at a minimum include the terms of the NSCIC template. The Science Board will set the terms and conditions of funding as part of its funding decision.

## Period of funding

The Challenge Programme Agreement(s) will cover funding for the first funding period up to 30 June 2019. At its discretion, the Science Board may choose to fund you for a period that is shorter or longer than this period.

Toward the end of this first funding period, the Science Board will ask Challenge collaborations to submit a further detailed work programme for the next five years. The Science Board will make a further funding decision for up to five more years based on the new detailed work programme and demonstrated measurable performance in achieving the Challenge objective and outcomes. Performance is subject to monitoring and review and MBIE may undertake a review in the first funding period. Depending on the review outcomes, the Science Board may decide not to renew funding for the next five years.

# Description of Challenge

NSC funding is available for research, science, or technology or related activities to achieve the following objective and outcomes of the Challenge.

Your proposal must state how you intend to meet the Challenge objective and all outcomes. If you consider that you can better meet the Challenge objective with different theme(s) and/or outcome(s), you should propose this in your proposal and provide a reason. The Science Board will decide whether your proposed change will better enable the Challenge objective and outcomes to be met.

<p><b>Challenge objective</b></p> <p>Improve the quality and supply of housing and create smart and attractive urban environments</p>
<p><b>Themes</b></p> <p><b>Theme 1 Improved housing stock</b></p> <p><b>Outcome sought:</b> Houses are of better quality and are cost-effective</p> <p>Research topics may include, but are not limited to, developing:</p> <ul style="list-style-type: none"><li>• cost-effective functional and innovative products/materials, designs, services, and processes to improve the quality and condition of houses, including upgrading the existing housing stock</li><li>• measurements of housing quality, such as energy efficiency, occupant health, and other attributes important to occupants and investors</li><li>• methods to reconfigure existing housing to meet future uses and lifestyles.</li></ul> <p><b>Theme 2 Meeting future demand for affordable housing</b></p> <p><b>Outcome sought:</b> New, affordable housing is developed and located to match current and future demand of different demographic groups</p> <p>Research topics may include, but are not limited to, developing:</p> <ul style="list-style-type: none"><li>• new tools, data, and approaches (including infrastructure) to enable affordable housing provision to match the supply of housing with the current and future demand of different demographic groups.</li></ul> <p><b>Theme 3 Vibrant communities and cities for residents and businesses</b></p> <p><b>Outcome sought:</b> Better current and future urban environments encourage economic activity and improve residents’ well-being</p> <p>Research topics may include, but are not limited to:</p> <ul style="list-style-type: none"><li>• understanding how to make cities and towns smarter and better places, to make them desirable places for residents and businesses</li><li>• developing better tools and data for decision-makers.</li></ul>

**Theme 4 Uptake of innovation and productivity improvements**

**Outcome sought:** The building sector adopts innovation and techniques to improve productivity

Research topics may include, but are not limited to:

- developing tools, techniques, and methods to improve the adoption of innovations and techniques in the built environment
- understanding and resolving constraints affecting the building sector and related suppliers and consumers

**Theme 5 Future land information systems**

**Outcome sought:** Better systems make for improved land-use decisions

Research topics may include, but are not limited to:

- developing data, technology, and tools to improve land-use decisions (eg geospatial information systems and geodesic research).

**Scope and linkages**

Research as part of this Challenge should be coordinated with other Challenges and research programmes including:

- Resilience to Nature's Challenges, for example in structures and resilient communities
- Ageing Well, for example in the buildings and structures better suited for ageing people
- Science for Technological Innovation, for example in material development and their application in building
- programmes of work funded by other organisations or funding processes.

Out of scope are:

- development of policy, although proposals should include how the proposed activities will link to, inform, or respond to relevant policy development
- implementation of existing initiatives unless this Challenge adds value to that process and doing so is critical to delivering the Challenge objective.

## Timeline

Key steps	Date
MBIE portal closes for submission of proposals	12pm (noon) on Friday, 27 March 2015
An independent assessment panel appointed by MBIE assesses proposals.	29-30 April 2015
MBIE provides to the Science Board information from the assessment process on each proposal and any other information required under the criteria for proposals. The Science Board makes funding decisions. MBIE and the successful applicant(s) commence the contracting process. If required, the successful applicant meets pre-contractual conditions.	End of May 2015

## Appendix A: Glossary

### Assessment panel

The assessment panel is a panel of independent experts in the relevant area of science (including international experts), Vision Mātauranga, and governance/management/financial arrangements convened to assess proposals submitted for NSC funding.

### Challenge Contractor

The Challenge Contractor is a legal entity based in New Zealand that submits a proposal for NSC funding for a specific Challenge and, if successful, will sign an NSC Investment Contract with MBIE.

### Challenge members

Challenge members are the organisations or individuals with a track record in the research area of the Challenge who come together to develop a national-scale collaborative proposal for NSC funding for that specific Challenge.

### Challenge Programme

If your proposal is successful, your NSC Investment Contract with MBIE will contain a Challenge Programme Agreement that outlines the approved Challenge Programme that MBIE will fund you to carry out. The information for the Challenge Programme will be taken from the description of your detailed work programme in the research plan in your proposal.

### Governance structure

The governance structure is the body that will have responsibility to oversee the strategy development, implementation, management, and delivery of the Challenge Programme.

### New Zealand Gazette notice

The *New Zealand Gazette* is the Government's official newspaper. Items in the *Gazette* are *Gazette* notices. The Minister of Science and Innovation issues *Gazette* notices to, amongst other things, instruct the Science Board regarding the assessment of proposals for allocation of funding.

### Science Board

The Science Board was established by the Minister of Science and Innovation under the Research, Science, and Technology Act 2010 to make funding decisions in respect of research, science, or technology or related activities.

### Vision Mātauranga (VM)

MBIE's VM policy aims to unlock the science and innovation potential of Māori knowledge, resources and people for the benefit of New Zealand. It has four themes:

- indigenous innovation - contributing to economic growth through distinctive science and innovation
- taiao/environment - achieving environmental sustainability through iwi and hapu relationships with land and sea
- hauora/health - improving health and social wellbeing
- mātauranga - exploring indigenous knowledge and science and innovation

# Appendix B: Further terms that apply to this RfP

## 1. General

The terms of this RfP are set out below. The terms and conditions are non-negotiable and do not require a response. Each applicant that submits a proposal will be deemed to have agreed to these RfP terms and conditions without reservation or variation.

## 2. Investigations and reliance on information

Applicants must examine this RfP and any documents referenced by this RfP and carry out all necessary investigations before submitting a proposal. If you are in doubt as to the meaning of any part of this RfP, you must set out in your proposal the interpretation and any assumptions you used.

Neither MBIE nor the Science Board will be liable (in contract or tort, including negligence, or otherwise) to anyone who relies on any information provided by or on behalf of MBIE or the Science Board in connection with this RfP.

## 3. Reliance by applicants

All information contained in this RfP or given to any applicant by MBIE is for the purpose of allowing that applicant to prepare its proposal. MBIE has endeavoured to ensure the integrity of such information. However, it has not been independently verified and may not be updated.

## 4. Reliance by MBIE

MBIE may rely upon all statements made by any applicant in its proposal and in correspondence or negotiations with MBIE or its representatives. If an applicant's proposal is approved by the Science Board, any such statements may be included within a Challenge Programme Agreement.

Each applicant must ensure all information provided to MBIE is complete and accurate. MBIE is under no obligation to check any proposal for errors, omissions, or inaccuracies. Each applicant will notify MBIE promptly upon becoming aware of any errors, omissions, or inaccuracies in its proposal or in any additional information provided by the applicant.

## 5. Inducements

You must not directly or indirectly provide any form of inducement or reward to any assessment panel member, officer, employee, advisor, or other representative of MBIE or any member of the Science Board in connection with this RfP process.

Business-as-usual communications (relating to funding under existing arrangements between MBIE and the applicant) will be maintained with the usual contacts. However, during the RfP process, applicants must not use business-as-usual contacts to solicit or discuss details of this RfP with any person at MBIE or its agents, including the assessment panel members.

## **6. Ownership and intellectual property**

This RfP and any other documents supplied by MBIE to any applicant remain the property of MBIE. All copyright and other intellectual property rights in this RfP and any documentation and other information provided to any applicant or any other person by or on behalf of MBIE in connection with this RfP will remain with, and belong at all times to, MBIE or its licensors. MBIE may request the immediate return of all documents supplied and any copies made of them at any time. Applicants must comply with any such request in a timely manner.

Any proposal or information supplied by you to MBIE will become the property of MBIE and may not be returned to you. Ownership of the intellectual property rights in a proposal does not pass to MBIE. However, in submitting a proposal, each applicant grants MBIE a non-exclusive, non-transferable, perpetual licence to use, disclose, and copy its proposal for any purpose related to this RfP process.

By submitting a proposal, each applicant warrants that the provision of that information to MBIE, and the use of it by MBIE for the evaluation of its proposal and for any resulting negotiation, will not breach any third-party intellectual property rights.

## **7. Confidentiality**

MBIE will treat your proposal as confidential, but you should be aware that MBIE is subject to the Official Information Act 1982 and may be required to release information supplied in your proposal in accordance with that Act, or as otherwise required by law.

You should also be aware that the information in your proposal will be stored by MBIE, and may be used by MBIE, a Minister, any of MBIE's advisors (including relevant third parties) or any other government agency (including any Crown entity), NZTE, and the regional business partner organisations that MBIE and NZTE work with to support growth and innovation.

## **8. The proposal process**

You should be aware that the following rights are reserved.

- Your proposal may not be approved.
- All or any proposal(s) may be rejected.
- This RfP may be suspended or cancelled, or replaced with a new RfP, at any time.
- Any date in the RfP process may be amended or extended.
- This RfP or any associated documents may be amended.
- Any irregularities or informalities in the RfP process may be waived.
- Part of a proposal from any applicant(s) may be accepted.
- This RfP may be reissued.
- This RfP process may be suspended and/or cancelled (in whole or part) if a material or significant issue emerges during the process.
- Any information provided with a proposal may be retained or destroyed.
- Clarification may be sought from any applicant(s) in relation to any matter in connection with this RfP process.

- Any applicant(s) may be contacted, which may be to the exclusion of any other applicant(s), at any time before or after the approval (if any) of proposal(s).
- MBIE or the Science Board may reject or not consider further any documentation related to your proposal that may be received from you, unless it is specifically requested.
- This RfP process may be run in such manner as MBIE may see fit.

#### **9. No contractual obligations created**

No contract or other legal obligations arise between MBIE and/or the Science Board and any applicant out of, or in relation to, this RfP or RfP process, until a formal written contract (if any) is signed by both MBIE and the successful applicant.

This RfP does not constitute an offer by MBIE or the Science Board to provide funding or to enter into any agreement with any applicant. The request for and receipt of proposals does not imply any obligation on MBIE to contract for any funding requested in any proposal. MBIE will not be bound in any way until the National Science Challenges Investment Contract is executed.

Neither MBIE nor the Science Board make any representations nor give any warranties in this RfP.

Any verbal communications made during the RfP process will not be binding on MBIE or the Science Board and are subject to the terms of this RfP.

#### **10. No process contract**

Despite any other provision in this RfP or any other document relating to this RfP, the issue of this RfP does not legally oblige or otherwise commit MBIE and/or the Science Board to proceed with or follow the process outlined in this RfP or to assess any particular applicant's proposal or enter into any negotiations or contractual arrangements with any applicant.

For the avoidance of doubt, this RfP process does not give rise to a process contract.

#### **11. Exclusion of liability**

Neither MBIE, the Science Board, nor any assessment panel members, officers, employees, advisers or other representatives will be liable (in contract or tort, including negligence, or otherwise) for any direct or indirect damage, expense, loss or cost (including legal costs) incurred or suffered by any applicant, its affiliates or other person in connection with this RfP process, including without limitation:

- a) the assessment process
- b) the preparation of any proposal
- c) any investigations of or by any applicant, its affiliates, and Challenge members
- d) concluding any contract
- e) the acceptance or rejection of any proposal
- f) the suspension or cancellation of the process contemplated in this RfP
- g) any information given or not given to any applicant, its affiliates, and Challenge members.

By participating in this RfP process, each applicant waives any rights that it may have to make any claim against MBIE and/or the Science Board. To the extent that legal relations between MBIE and/or the Science Board and any applicant cannot be excluded as a matter of law, the liability of MBIE and/or the Science Board is limited to \$1.

Nothing contained or implied in or arising out of this RfP or any other communications to any applicant shall be construed as legal, financial, or other advice of any kind.



## **12. Costs and expenses**

MBIE is not responsible for any costs or expenses incurred by you in the preparation of a proposal.

## **13. Governing law and jurisdiction**

This RfP will be construed according to, and governed by, New Zealand law and you agree to submit to the exclusive jurisdiction of New Zealand courts in any dispute concerning this RfP or any proposal.

## **14. Public statements**

MBIE may make public the following information:

- the name of any applicant
- the title of the Challenge proposal
- the public statement
- the total amount of funding
- the period of time for which funding has been approved.

Applicants are requested not to release any media statement or other information relating to the process outlined in this RfP and the submission or approval of any proposal in any public medium without providing sufficient advance notice to MBIE.

# Appendix C: How to use the MBIE Portal

## Using the MBIE Portal

The proposal process consists of three stages:

- 1 registering in the MBIE Portal
- 2 preparing your proposal
- 3 submitting your proposal via the MBIE Portal.

### 1. Registering in the MBIE Portal

The MBIE Portal is a secure, online space where you apply for funding. It can be accessed at <https://ims.msi.govt.nz/myfirst/>. If the Challenge Contractor has not applied for MBIE funding through the MBIE Portal before, you need to register and receive a username and password and instructions for registration by return email. To register please contact your research office in the first instance (if your organisation has a research office) or e-mail [contactNSC@mbie.govt.nz](mailto:contactNSC@mbie.govt.nz) and provide the following information:

- name of the Challenge Contractor
- name of contact person
- phone number, postal and physical address, e-mail address

If you have technical problems or questions about the Portal, please e-mail [contactNSC@mbie.govt.nz](mailto:contactNSC@mbie.govt.nz) or phone our support staff on 0800 693 778 who are available Monday to Friday, from 8.30am to 4.30pm.

### 2. Preparing your proposal

To submit a proposal, you must provide certain information. You must ensure that it is accurate and complete. We recommend that you familiarise yourself with the Portal and the information you need to provide, before starting your proposal.

### 3. Submitting your proposal

When you have completed all sections you can print and submit your proposal in the 'Print and manage' section. Other options for actions in the 'Available actions' section depend on your role and on the status of your proposal. The actions are:




- Print/preview this proposal
- Submit to MBIE: submits the completed proposal.
- Manage users for this proposal: super users can manage access to a proposal by other users in their organisation. Super users have full access to any proposal from their organisation. Other users can be assigned different levels of access such as view or edit. Users who create a new proposal will automatically be assigned edit access.


## Tips to help you complete your proposal in the MBIE Portal

Once you have familiarised yourself with the information you need to provide, log into the MBIE Portal to enter your proposal information.

### Icons and help text

Coloured icons beside each section of the proposal form indicate your progress.

-  You have not started and saved the section yet, or validation of the section was unsuccessful
-  You have started and saved progress in the section
-  Validation of the section was successful

- The  icon is a link to 'help text'.
- A red asterisk \* indicates a compulsory section that must be completed before you save that section. You will receive an error message if you do not do so.
- A black asterisk \* indicates a compulsory section that must be completed before you submit your proposal. Unlike sections marked with a red asterisk, you can leave these sections without entering any data and return to them later, before submitting your proposal.

The Portal also features 'help text' guidelines throughout the proposal process.

### Text boxes

You will be required to enter information into a text box in some sections. Many text boxes contain character limits that are stated in each section. To help you, a character count is displayed. You cannot add pictures, tables, or graphs to the text boxes, but can attach these in the upload section in the proposal form.

## Submitting content through the MBIE Portal

The following shows, for your reference, the information that you will need to provide in your proposal through the MBIE Portal.

<b>Application summary</b>
Enter your total funding requested for the duration of the Challenge, the title of your proposal, start and end dates, and the Challenge to which you are applying for funding.
<b>Contact details</b>
Enter the name and details of a person who can be contacted about your proposal.
<b>Executive and public summaries</b>
Enter your executive and public summaries. The limit for each summary is 2,500 characters. MBIE will use your public summary for its communication to the public.
<b>Research plan</b>
Upload the documents that make up your research plan. Head up the document(s) that make up this part of your proposal as 'Research Plan'. Do not upload CVs here – see below.  These documents must not be in PDF format (MBIE will need to cut and paste content for assessment and contracting purposes).
<b>Business plan</b>
Upload the documents that make up your business plan. Head up the document(s) that make up this part of your proposal as 'Business Plan'. Do not upload CVs here – see below.  These documents must not be in PDF format (MBIE will need to cut and paste content for assessment and contracting purposes).
<b>CVs</b>
Upload the CVs of your key personnel.
<b>Profiling</b>
Enter profiling data on your proposal under the categories provided.
<b>Conflicts of interest</b>
Identify any individuals that may have a conflict of interest with your proposal. Include any Science Board member, assessment panel member, or MBIE staff member.
<b>Formal declaration</b>
Agree to the declaration.

## Notes

- Include upfront a contents page or a list of contents.
- If providing information that prints out on page sizes other than A4 (for example on A3), please upload these pages as separate documents and note in the header the page size that will need to be used. This is to ensure that we do not miss information if, by default, we print these pages on A4.
- There is a limit of 50 pages for the research and business plans combined. The only permitted information beyond this page limit are the CVs of key personnel, references, and copies of the IP management agreement and governance agreement(s) between Challenge members.
- To avoid large file sizes, please refrain from complex formatting or use of a large number of pictures or diagrams.
- Before you enter your executive and public summaries, you will be asked to provide an impact statement (one sentence). We stress that this is a sentence required for MBIE's system purposes only and will not be used in any way for assessment purposes.

## **Appendix D: How this RfP differs from the Tranche 2 RfP**

This RfP is substantially the same as the RfP issued in February 2014 for the Tranche 2 Challenges. For those who are familiar with the Tranche 2 RfP here is a list of the main changes in this RfP compared with the Tranche 2 RfP (besides minor wording or grammatical changes). This is provided as a guide only and should not be relied upon.

- Throughout the document references to the 'first five years' or 'first five-year period' have been replaced by 'first funding period' to 30 June 2019.
- Emphasis that the impact statement entered through the portal will not be used in any way for assessment purposes (page 29).

The template for the National Science Challenges Investment Contract on MBIE's website has also been updated since Tranche 2.