**Otago Participatory Science Platform:**

**Seed Funding — Turning Ideas Into Plans**

**Guidelines**

**Seed Funding** is available to help kick-start the development of participatory science projects. Its purpose is to help take ideas to the “project ready” stage.

Seed Funding may be used for a variety of activities, including to:

* Kick-start the creation of a community group with a shared scientific interest;
* Connect with scientists to help shape appropriate research question(s) and scientific design;
* Undertake preliminary studies to determine the feasibility of an idea or trial design.

The scope of what Seed Funding can be used for has been purposely left broad, but the idea being developed must demonstrate its alignment to the core criteria for the Participatory Science Platform — i.e:

1. Generate genuine community support; and
2. Tackle a scientific question in active partnership with a scientist(s) or scientific mentor; and
3. Have enduring learning potential for those involved, and ideally for the wider community.

**Applicants can apply for up to $2,000 (excl. GST) of Seed Funding.**

***Note:* Payments for successful applicants will be based upon costs incurred or confirmed (e.g., securing the involvement of a scientist). It will be p**rovided upon receipt of invoice together with evidence of the activity being completed or otherwise confirmed (e.g., an agreement with a research organisation or other entity to undertake or provide services to the seed project).

**Applications are accepted at any time.**

**Send completed applications to:** [craig.grant@otagomuseum.nz](mailto:craig.grant@otagomuseum.nz)

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**Application Form**

*T****he following template should not exceed one page. Please delete text in italics once each section is completed.***

**Name of contact person:**

**Name of community group &/or other parties involved [if applicable]:**

**Phone:**

**Email:**

**Why: *Briefly outline the idea and why it is important to your community?***

**What:**

* ***Outline the activities for which you are seeking Seed Funding (e.g., building community interest; connecting with scientific expertise; undertaking preliminary trials; etc); and***
* ***Explain why these activities are important to progressing the goal outlined above?***

**Who:**

* ***Describe who in your community is currently actively involved (organisations and/or individuals) and how this might change with Seed Funding?***
* ***Name the science partner if they are already involved.***

***Note: If you need help to connect with a science partner, let us know and the Otago Science Into Action team will help you.***

**When & Where: *Provide a brief summary of key date(s) and location of activities (if known).***

**How much: *Provide a brief budget stating how much Seed Funding is being requested (max $2,000 excl. GST) and outlining what it will be used for.***

***Note: Payments to successful applicants will be based upon actual costs. Payments will be p****rovided upon receipt of invoices together with evidence of agreed activities being completed or confirmed.*

***Once completed please submit this application to:*** [*craig.grant@otagomuseum.nz*](mailto:craig.grant@otagomuseum.nz)