
New Horizons Summer Internship General Regulations

1. The award shall be known as the “Ngā Pae o te Māramatanga New Horizon Internship Grant” which forms part of the Ngā Pae o te Māramatanga Māori Futures Programme.
2. The award shall be administered by Ngā Pae o te Māramatanga (NPM) secretariat at the University of Auckland.
3. The standard term of the award is for a period of 10 weeks between 4 December 2023 and 19 February 2024, with an average of 30 hours per week.
4. Purpose
The New Horizons internship programme is for Māori students interested in pursuing a career in research. The award will provide assistance to Māori students enrolled at a NPM tertiary education partner entity to gain research experience and increase their research skills. The student will work under the supervision and guidance of an excellent NPM Māori researcher based at any NPM partner entity. The student will complete research activities that align to the NPM Matakiteanga research programme and contribute to the mission of NPM which is to create the foundations for flourishing Māori futures. Interns will participate in the online NPM Māori Futures support programme during the tenure of their award and are actively encouraged to participate in broader NPM activities as appropriate.
5. Eligibility
The award is for Māori pre-doctoral students enrolled at a NPM tertiary education partner entity in 2023 who are genuinely interested in advancing their skills and capacity in Indigenous development and research. They can be enrolled in upper-level undergraduate (Bachelor) or post-graduate (Master) degree programmes.
6. Assessment criteria
 - a) Student and Supervisor eligibility;
 - b) Contribution and alignment of the research activities to NPM Pae and NPM Pātai;
 - c) Feasibility of the proposed research activities;
 - d) Adequate COVID-19 contingency plan;
 - e) Student and Supervisor qualifications, academic performance and ability to deliver on the research activities;
 - f) Opportunities and support for student knowledge and skill development.
7. Internship Specifications

- a) The stipend is valued at \$7,500 (tax free) and will be paid in two instalments to the award holders verified bank account on receipt signed acceptance and submission of a work plan for the internship.
- b) Students are to be enrolled at a NPM partner tertiary institution for the duration of the internship.
- c) The tenure is full-time for up to 10 weeks between 4 December 2023 to 19 February 2024. Actual starting and finishing dates will be determined by the supervisor.
- d) Internships should be a meaningful research activity associated with a larger research project or programme that can be completed in 10 weeks. Interns are expected to be actively engaged with a team of researchers.
- e) The intern will be supervised by the researcher who proposed the internship.
- f) Research expenses (e.g., consumables, travel costs) should be considered at the time of proposing the internship research activity and the supervising researcher should plan for these expenses to be met.
- g) Students will be required to observe hours and conditions of work required by their supervisor; failure to do so will result in forfeiture of the grant.
- h) Students must not be employed, completing summer school or professional development activities for more than 10 hours per week.

8. Duties

The award holder is required:

- a) to notify Ngā Pae o te Māramatanga immediately of anything that could materially affect the tenure of this award, such as: conflicts of interest or change in enrolment status.
- b) to attend a fortnightly online “NPM Māori Futures” programme and come prepared to report on the progress of their internship. Dates for these meetings will be notified in the letter of engagement and continue for the award period.
- c) to acknowledge the support of the “Ngā Pae o te Māramatanga New Horizons Internship Grant” in all presentations, publications, reports and associated outputs.

9. Payments

- a) The stipend is valued at \$7,500 and will be paid in two equal instalments of \$3,750 directly to the interns verified bank account. The first instalment will be on the signed acceptance and submission by the intern of a work plan for the internship. The final instalment will be on completion of all internship requirements and receipt by the NPM secretariat of all associated outputs/reports

10. Reporting

- a) The intern and their supervisor will be required to submit a mid-term progress report at the halfway point by **15 January 2024** and final written report of the internship no later than the **19th of February 2024**.

11. Ngā Pae o te Māramatanga may suspend or terminate any internship or require the forfeiture of such proportion of the emolument as Ngā Pae o te Māramatanga may determine, if it is satisfied that the intern is not diligently pursuing the objectives and outputs of the internship or has failed to comply with any of the terms and conditions on which the internship was awarded.

12. The rights to ownership, commercialisation and sharing of benefits from any Intellectual Property (IP) arising out of the Internship research project is in proportion to the individuals' contribution to the IP. This is a matter between the Supervisor and Interns' institutions at which they are affiliated. The owner of any IP arising as a result of the research conducted within the Internship must consult with NPM before taking steps to exploit it, and with the NPM participating entities in the event that the Centre is disestablished. Ngā Pae o te Māramatanga requires appropriate acknowledgement of its support and contribution to any IP.

13. Ngā Pae o te Māramatanga may vary the conditions or regulations relating to the internship and the awarding thereof and add further or substitute other conditions provided that no such conditions shall be inconsistent with the general purpose of the Ngā Pae o te Māramatanga internship programme. If there are concerns regarding the internship, programme of work or supervision, the intern is to advise NPM as soon as possible so remedial action can be taken.