

Ngā Pae o te Māramatanga
New Zealand's Māori Centre of Research Excellence

**INTERNSHIP PROGRAMME
GENERAL REGULATIONS**

1. The award is known as the “Ngā Pae o te Māramatanga 2020-21 Summer Internship”.
2. The award is administered by Ngā Pae o te Māramatanga, hosted by the University of Auckland.
3. The standard term of the award is a ten-week work period over the University summer break November to March.
4. The intern must complete or contribute significantly to the research project set out by the principal investigator of the proposed project that addresses an aspect of Māori development in line with one of the themes of Ngā Pae o te Māramatanga and provide satisfactory reports on the project.
5. All outputs and publications shall appropriately acknowledge the research as part of the Ngā Pae o te Māramatanga Internship Programme.
6. Eligibility: Māori pre-doctoral students who are genuinely interested in advancing their skills and capacity in indigenous development. They can be upper level undergraduates, post-graduates, or enrolled in a Master's programme but they cannot be enrolled in a PhD programme or already have a PhD.
7. Criteria for selection
 - Is eligible
 - Experience
 - Aligns to project needs – competency and capabilities
 - Qualifications and academic performance
 - Academic record shows good performance as researcher/ability to meet project/supervisor needs
 - Location and availability
 - Student available and in region of project/supervisor
 - Able to be on site and work on project and with supervisor
 - Supervisor accept/agrees with Panel recommendation for their project/s
8. Internship Specifications
 - A stipend of \$6,000 (tax free) will be paid in three instalments – the first instalment of \$2,000 on acceptance of the internship; the second instalment of \$2,000 on acceptance of a progress report by NPM; and the final instalment of \$2,000 on receipt of a satisfactory final report approved by the supervisor and then by Ngā Pae o te Māramatanga.
 - Students are to be enrolled in a New Zealand tertiary institution.
 - The tenure is 10 weeks, 1 December 2020 through to 22 February 2021. Actual starting and finishing dates will be determined by the supervisor.
 - Projects should be a meaningful piece of a larger project or programme that can be completed in 10 week period.
 - Each student will be supervised by the researcher who proposed the project.
 - Any project costs needed in order to complete the project must be covered by the research project e.g. consumables, travel costs.

- Students will be required to observe full-time hours and conditions of work required by their supervisor; failure to do so will result in forfeiture of the grant.
- Students must not be employed for more than 20 hours per week or enrolled in more than one paper at summer school.
- Students must be enrolled at a tertiary institution at the time of applying.

9. Payments

(a) The intern will be paid in the form of a non-taxable stipend made by direct credit to the intern's Bank Account.

(b) The intern will be paid in three instalments. The first will be on commencement of the project. The second will be upon receipt of a satisfactory progress report; and the final instalment will be made on receipt of a satisfactory final report.

TABLE 1. INDICATIVE OUTPUT, REPORTING & PAYMENT SCHEDULE

Contract & Reports	Due Date – Indicative	Amount
Acceptance agreement	1 December 2020	\$2,000.00
Online intern and supervisor hui	9 December 2020	
Online intern and supervisor hui with Guest Speaker	15 December 2020	
Progress report	18 January 2021	\$2,000.00
Online intern and supervisor hui with Guest Speaker	19 January 2021	
Online intern and supervisor hui with Guest Speaker	26 January 2021	
Online intern and supervisor hui with Guest Speaker	2 February 2021	
Online intern and supervisor hui with Guest Speaker	9 February 2021	
Final Online intern and supervisor hui to discuss final project outputs, referencing, presentations	16 February 2021	
Final report	22 February 2021	\$2,000.00

10. 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.

11. 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 PI and interns institutions at which he or she is 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.

12. 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.