



ENABLING TRANSFORMATIONAL
INNOVATION

AGMARDT CAPABILITY DEVELOPMENT GRANT GUIDELINES

Contents

OBJECTIVES OF THE PROGRAMME	3
GRANT CATEGORIES.....	3
Leadership Scholarship Programme	3
Individual Leadership Programmes.....	3
Executive Management Scholarship Programme	3
Industry & Wider Interest Groups.....	4
PRINCIPLES	4
Individuals	4
Industry & Wider Interest Groups.....	4
INELIGIBLE COURSES	5
SELECTION PROCESS.....	5
EXPECTATION OF GRANT RECIPIENTS.....	5
Individuals	5
Industry & Wider Interest Groups.....	5
REPORTING REQUIREMENTS.....	6
Individuals	6
Industry & Wider Interest Groups.....	6
PAYMENTS.....	7
GENERAL.....	7
Dissemination/Commercial Sensitivity	7
Declined Applications.....	7
Independent Audit	7
Grant Withdrawals	7
Change of Key Personnel.....	7
Resubmission of Declined Applications	7

OBJECTIVES OF THE PROGRAMME

The objective of this programme is to deliver transformational change through individuals and industry groups, encouraging capability development, long term commitment and benefits to NZ Agribusiness.

AGMARDT recognises the significant benefit to the New Zealand Agribusiness sector from supporting future leaders and capability programmes for individuals and groups to grow their potential through domestic and international management and leadership training opportunities including experience and exposure to global markets.

Capability grants will provide opportunities for individuals and/or groups to:

- Achieve their potential through a personalised development plan that will motivate, inspire and transform;
- Develop and advance their personal management, leadership capability and expertise;
- Provide and/or participate in management, leadership and governance programmes that make a positive difference to agribusiness and are aligned with AGMARDT's strategic interests;
- Gain international market experiences that will inspire and promote transformational change within New Zealand Agribusiness value chains;
- Commit to a career within NZ Agribusiness

GRANT CATEGORIES

All applications will be considered by the AGMARDT Board of Trustees and their advisors. AGMARDT Capability Grants are available in the following categories:

Leadership Scholarship Programme

The Leadership Scholarship is available for individuals wishing to advance their leadership or governance skills necessary to take on future leadership roles within agribusiness and beyond.

**Please refer to separate online [Leadership Scholarship Guidelines](#)*

Individual Leadership Programmes

Individual funding assistance, outside of the Scholarship Programmes, will be considered on a case by case basis and at the absolute discretion of the Trustees.

Grants may be available for individuals wishing to advance their leadership or governance skills necessary to take on future leadership roles within agribusiness and beyond.

AGMARDT provides significant direct funding to particular organisations as a 'strategic partner', to assist with providing leadership and governance training initiatives. Where AGMARDT is a strategic partner to a particular organisation, grants will not normally be provided to individual applicants to attend specific training provided by that organisation.

Executive Management Scholarship Programme

AGMARDT recognises the significant benefit to New Zealand Agribusiness from executives having the experience and exposure to global markets and domestic and international management training opportunities.

The objective of this programme is to encourage transformational change within New Zealand Agribusinesses by providing an opportunity to place talented individuals in a chosen international market place or a recognised executive training opportunity, to deliver a transformative experience that will encourage personal development, long term commitment and benefits to NZ Agribusiness.

**Please refer to separate online [Executive Management Scholarship Guidelines](#)*

Industry & Wider Interest Groups

AGMARDT provides funding assistance to enable industry and wider interest groups to deliver effective and relevant management, leadership and or governance programmes to enhance the capability and skills of future leaders within Agribusiness.

Collaboration between industry, funders and external stakeholders is encouraged.

PRINCIPLES

Individuals

To be eligible for funding, applicants must:

- be a NZ Resident
- be someone who has an interest in the New Zealand agricultural, horticultural or forestry sectors;
- clearly demonstrate how the programme will assist them to attain leadership or governance positions in the future;
- identify what difference AGMARDT's funding would make to the individual and their development;

Industry & Wider Interest Groups

To be eligible for funding industry / group applicants must:

- Be committed to retain the value and benefits arising from the programme within New Zealand
- Be one or more businesses, or a representative of an established industry group, operating in the New Zealand agricultural, horticultural or forestry sectors;
- Clearly demonstrate how the programme will assist them to advance leadership or governance capability in the primary sector;
- Identify what difference AGMARDT's funding would make to the industry or wider group.

INELIGIBLE COURSES

AGMARDT provides significant direct funding to organisations as a 'strategic partner', to assist with providing leadership and governance training initiatives. Where AGMARDT is a strategic partner to an organisation, grants will not normally be provided to individual applicants to attend specific training provided by that organisation.

This exclusion currently applies specifically (but not exclusively) to:

- Kellogg Rural Leadership programme
- Nuffield NZ Scholarship Programme
- Agri-Women's Development Trust (AWDT) programmes

AGMARDT will only waive this exclusion in very exceptional circumstances, generally being that of considerable hardship. AGMARDT may consider individual applications based on genuine hardship, or other exceptional circumstances, provided the following requirements are met:

- Applicant must be referred to AGMARDT directly from the CEO or Board of the specific training organisation;
- Reference is to include specific details with regard to the nature of the applicant's circumstances and future leadership and governance aspirations within the primary sector.

The decision to support such applications remains entirely at the discretion of the Trustees and should not be expected.

SELECTION PROCESS

Applications received via the online portal (<http://applications.agmardt.org.nz/>) will be considered by the AGMARDT Board of Trustees and advisors where appropriate.

EXPECTATION OF GRANT RECIPIENTS

Individuals

In providing Leadership and governance support, AGMARDT expects that all applicants will where applicable and appropriate recognise AGMARDT support for the programme.

Industry & Wider Interest Groups

Acknowledge AGMARDT support in all appropriate forums and advertising material, including but not limited to:

- Acknowledgement in all advertising, websites, brochures, posters, flyers, annual report and statement of intent, email promotions, any other marketing collateral produced in relation to the event and in internal and external signage including but not limited to placement of the AGMARDT logo;
- Acknowledgement in all media releases and press packs to the media related to the conference with copies provided to AGMARDT;
- Where appropriate, acknowledge AGMARDT in speeches;
- Incorporate AGMARDT logo in any appropriate PowerPoint presentations at the event;
- Where appropriate, allocate a speaking slot, a maximum of 5 minutes, to an AGMARDT representative to speak and announce AGMARDT's involvement.
- Allow AGMARDT to promote the relationship with the applicant.

REPORTING REQUIREMENTS

Successful Applicants must comply with all the reporting requirements. The AGMARDT Board of Trustees view all reports provided by successful Applicants. The AGMARDT Final Report found in the [Resources tab](#) on the website <http://applications.agmardt.org.nz/>.

The purpose of the final report is to bring together the results of the project reported against the original objectives and KPIs of the project, it should demonstrate the benefits to NZ and provide information about the future of the project.

A Final Report template has been created and can be found in the [Resources tab](#) on the website <http://applications.agmardt.org.nz/>.

Please note that all final reports are made publicly available on the AGMARDT website. If your report contains commercially sensitive information please discuss with AGMARDT and supply a summary report which can be made publicly available.

Individuals

As part of our requirements, we require a report at the completion of the programme that includes the following:

- Provide a broad outline of the objectives and intended outcomes of the programme and whether these were achieved;
- What did you get out of the programme and how you intend to apply the lessons learnt to your organisation and the wider agribusiness community;
- Your views on where the programme fits in terms of other leadership development courses offered in New Zealand and internationally;
- How do you think the programme will help you develop and advance your leadership skills within agribusiness; and
- Whether you would recommend the programme to others, and if so, who would benefit most from attending the programme?

Industry & Wider Interest Groups

As part of our requirements, we require a report at the completion of the programme that includes the following:

- Provide a broad outline of the objectives and intended outcomes of the programme and whether these were achieved;
- What did you get out of the programme and how you intend to apply the lessons learnt to your organisation and the wider agribusiness community;
- Your views on where the programme fits in terms of other leadership development courses offered in New Zealand and internationally;
- How do you think the programme will help you develop and advance your leadership skills within agribusiness; and
- Number of attendees;
- Whether the aims of the programme were achieved;
- Show examples of how was AGMARDT support acknowledged.

PAYMENTS

Unless otherwise agreed with the General Manager, payment of 60% for any grant will be paid on receipt of the initial invoice. The remaining 40% will be made available when the applicant submits a report to the satisfaction of AGMARDT.

All payments must be applied solely and exclusively for the project AGMARDT has funded.

AGMARDT reserves the right to amend the payment schedule should certain conditions not be met.

GENERAL

Dissemination/Commercial Sensitivity

Information provided is confidential to AGMARDT however as a not-for-profit trust, AGMARDT makes the information arising from its grants publicly available.

Unless otherwise agreed to by AGMARDT, the applicant will provide a final report using the template(s) supplied, which will be loaded on the AGMARDT website.

Should the project be commercially sensitive, AGMARDT and the applicant will discuss and agree on the information to be made publicly available having regard to AGMARDT's policy obligations.

Declined Applications

It is AGMARDT's policy not to provide reasons why applications are declined.

Independent Audit

For financial performance and management of the project, the Trustees reserve the right to ask for an independent audit by an auditor of AGMARDT's choosing. The Trustees may, through AGMARDT's advisors, or if required AGMARDT appointed specialists, undertake a review of the work in progress and eventual outcomes.

Grant Withdrawals

A grant may be withdrawn at the sole discretion of the Trustees where:

- Reports and payments account receipts have not been provided or have not been provided in a timely manner;
- No part of the funding has been uplifted within one year of the grant being approved;
- There has been no response to AGMARDT's correspondence on the project;
- No satisfactory progress has been made;
- The Applicant goes into liquidation or receivership or ceases to operate; or
- There has been unauthorised variation to the project or budget.

Change of Key Personnel

Applicants must inform AGMARDT of any changes relating to this grant that may impact on the stated outcomes.

Resubmission of Declined Applications

Where an application has been declined, the applicant may resubmit after 12 months providing the project has been modified and or updated.