

Summer Research Scholarships - Impact Reporting FAQs

1. My scholarship is not funded by an external source, it is funded by the University of Auckland or Faculty of Medical & Health Sciences; what should I write in the "Thank You" section of the report?

If the scholarship you have received has been sponsored by the University or FMHS, then you don't need to make any reference to the donor or source of funding.

If you are funded through philanthropic means, including through the School of Medicine Foundation, but we don't know the individual donor, then a general thank you would be appropriate. The name of your sponsor has been sent to you by email, if you're unable to locate this you can request it from the [FMHS Research Office](#).

2. Please can you give me an example of how I should prepare my impact report?

First, read the impact reporting framework alongside the impact reporting template and then complete the template. Attached are some examples of how the impact reporting template has been used by previous scholarship recipients to report back to donors.

3. Do I need to prepare a scientific report as well as the impact report for the final stipend?

No, the submission of a satisfactory impact report will meet our requirements to pay the final stipend instalment to you. Academic writing is an essential skill and we envision the new template will encourage you to use a mixture of the traditional scientific writing alongside the lay summary and impact reporting elements. Please refer to the reporting framework and template for further guidance.

4. In terms of my audience and use of language, should I assume that the readers have a basic science background or no science background at all?

Your report should be suitable for dissemination to and understanding by a general science audience. Avoid jargon and acronyms where possible. Use photographs, diagrams, images, tables etc. to make your report look appealing.

5. Are there any word or page limits for the report?

We would recommend approximately five or six pages for the main body of the report using the same format, font etc. as the template; you may use an appendix for additional information if necessary. It is desirable to include diagrams etc. in the main body of your report as they are attractive to the reader, but these can be incorporated in the appendix if necessary.

6. Are references required?

Yes, please use the faculty recommended referencing styles [Vancouver or APA](#), or a style as directed by your supervisor most suitable for the research discipline. The references can be included in the appendix too.

7. Whose details should be listed on the back cover of the report?

The report template is blank for you and/ or supervisor to insert your names, but you could also include the details for the [Manager Strategic Donor Relations](#) or [Research Services Manager](#).

8. Who should I speak to if I have further questions about my report?

We recommend speaking to your supervisor in the first instance as they will know and understand your research project. However, should your supervisor be unable to provide guidance, they are welcome to contact either the [Faculty's Research Office](#) or [Ellie Gray](#), Manager Strategic Donor Relations. We have example reports written by more senior researchers funded by philanthropic donors, if supervisors would like to see them.