

New Zealand's Biological Heritage National Science Challenge

Recognition Guidelines

The following guidelines have been created to help you recognise and promote your involvement with New Zealand's Biological Heritage National Science Challenge.

Firstly, we recognise that the full name is a mouthful, so it is acceptable in verbal use to refer to the Challenge as **the BioHeritage Challenge** or **Biological Heritage Challenge**. This is also acceptable in written documents, so long as the full name appears somewhere on the documentation – ideally for example in the first reference to the Challenge.

In science journals, our contract with MBIE says that we need to acknowledge MBIE and Challenge funding. MBIE* is on the list, but NSC's are not (at the moment anyway). The simplest way to deal with this would be along lines of:

"This work was funded by the Ministry of Business, Innovation and Employment (New Zealand's Biological Heritage NSC, C09X1501)."

* <http://dx.doi.org/10.13039/501100003524>, "Ministry of Business, Innovation and Employment"

When should you refer to the BioHeritage Challenge?

To fully recognise collaborations among researchers from many organisations, **we request that all researchers involved in BioHeritage acknowledge the Challenge in all promotional activities, including but not limited to:**

- events and announcements: national and local (at all project stages/phases)
- media releases and media activities including newspaper and radio interviews
- public relations activities including workshops, forums and conferences
- display materials such as banners, posters and on-ground project signs
- publications such as science journals, reports, flyers, books, case studies, information kits and fact sheets
- websites and social media posts, either through direct acknowledgement, tags or a link to our website <http://www.bioheritage.nz> (or relevant web page)

What's an easy way to verbally recognise the BioHeritage Challenge?

We recognise that the full name is a mouthful, so it is acceptable in verbal use to refer to **the BioHeritage Challenge** or **Biological Heritage Challenge**.

We would appreciate you acknowledging the Challenge as **more than simply a funding mechanism**. Science Challenges are about new, collaborative ways of working to deliver greater impact and benefit for New Zealand by focusing on big, complex problems that only multi-organisational teams can tackle. It's about 'everyone pitching in together' to do their bit.

Here are some simple statements to practise:

- *This is a BioHeritage Challenge project, led by [your organisation] in collaboration with [other organisations].*
- *I'm working on a BioHeritage Challenge research project that is a collaboration between [your organisation] and [other organisations].*
- *Working within this BioHeritage Challenge research programme is enabling us to....*
- *I'm working in one of the Science Challenges. It's called Biological Heritage. The project I'm working on is led by [your organisation] in collaboration with [other organisations].*

Do you need to include a Challenge logo on media releases when promoting your project?

It is not necessary to include the BioHeritage Challenge logo on media releases issued by your organisation, particularly in situations where we may wish to avoid the impression that the media release is a joint statement between your organisation and the Challenge.

However, you should acknowledge somewhere in the content that it is a BioHeritage National Science Challenge project in media releases and other media activities including print, television and radio interviews. See above for ideas on how to do this.

We would also appreciate the opportunity to review any media releases that refer to the BioHeritage Challenge – not only to double check attribution, but also to enable us to push the release out via our channels, amplifying the message.

The contact for this is Communications and Engagement Manager Caroline Fenton:
comms@bioheritage.nz; phone 022 398 3495.

What can you do when using social media?

A good rule of thumb is to acknowledge the BioHeritage Challenge in your tweets, and Facebook and Instagram posts. This enables us to retweet and share your posts with our followers when we can. It's also good to tag our principle investor, the Ministry of Business, Innovation and Employment.

Do this by using the following handles and #hashtags:

Twitter: @BioHeritageNZ

- To acknowledge us in the post, include **@BioHeritageNZ**
- [Follow our page](#) to follow the conversation
- To join the Challenge conversation, use **#bioheritagenz**
- For example: *Thanks @BioHeritageNZ for supporting our project*

Facebook: @BioHeritageNZ

- To acknowledge us in the post, [tag us](#)
- Like our page to follow the conversation
- To join the Challenge conversation, use **#bioheritagenz**

Instagram: bioheritagenz

- [Follow our page](#) to follow the conversation
- To join the Challenge conversation, use **#bioheritagenz**

Which logo do I use and when do I use them?



The BioHeritage logo can only be used to show recognition of the Challenge support for research, knowledge translation, students and early-career researchers, and conference and/or event sponsorship. It must **not** be used to give the impression that the BioHeritage Challenge is endorsing a particular business or initiative that we are not involved in.

Challenge logos may also be used on communication materials that do not relate directly to an approved project or research programme, as long as the research has been formally aligned with the Challenge via your organisation.

The Biological Heritage National Science Challenge logo, and powerpoint templates, are available please email support@bioheritage.nz

Brand fonts and colours

If you are creating a letter, poster or any other piece of collateral that is using our brand, you must use our official fonts and colours.

Fonts

Segoe UI (Body) for main headings and body text.

Segoe UI Light for sub-headings

Segoe UI for body text of emails (set as default under Outlook – File – Options – Mail)

RGB brand colours

Khaki

138

138

89

Red

178

30

40

Hex colours

Khaki green: #8a8a59

Red: #b31e28

Further information

If you need further information about acknowledging the BioHeritage National Science Challenge, please contact:

Communications and Engagement Team

Email: comms@bioheritage.nz
