IRISH RESEARCH COUNCIL
An Chomhairle um Thaighde in Éirinn

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Irish Research Council

'New Foundations' Scheme

2018

**Including the 'Engaging Civic Society' Strand
in partnership with the Wheel and Dóchas**

and

**the 'Networking and Collaboration Grant' in partnership with
Irish Aid and the Irish Human Rights and Equality Commission**

TERMS AND CONDITIONS
(including application process)

Rialtas na hÉireann
Government of Ireland

An Roinn Oideachais agus Scileanna
Department of Education and Skills

Dóchas
The Irish Association of Non-Governmental Development Organisations

THE WHEEL
Support and Representation for Community & Voluntary Organisations

Coimisiún na hÉireann um Chearta an Duine agus Comhionannas
Irish Human Rights and Equality Commission

Irish Aid
An Roinn Gnóthaí Eachtracha agus Trádála
Department of Foreign Affairs and Trade

This document sets out details of the 2018 'New Foundations' call for proposals administered by the Irish Research Council. This document sets out the Terms and Conditions of awards, eligibility criteria, the application process, evaluation criteria and advance information for successful applicants. The Irish Research Council reserves the right to revise the Terms and Conditions of this scheme.

Table of Contents

IRISH RESEARCH COUNCIL - NEW FOUNDATIONS SCHEME 2018

IMPORTANT ADVICE: APPLICATION PROCESS

Applicants should read these Terms and Conditions carefully before completing and submitting an application. Applications that are deemed to be ineligible under the Terms and Conditions of this scheme will not be considered for funding. Incorrect or incomplete applications will NOT be assessed.

For reasons of transparency and fairness to all applicants, the Irish Research Council will not enter into written or telephone correspondence with any individual about the assessment process or their eligibility to apply.

Submission details	
Application documents:	*Please note that 'application' refers to the Part A form (Word document) AND the Part B form (Excel spreadsheet). Both documents MUST be submitted, together with evidence of a competitively acquired research award, to constitute an application to the scheme.* *A completed application must include all required original (i.e. not electronic) signatures along with an endorsement by institutional authorities in the form of the original signature of a VP/Dean of Research or their authorised signatory, or their equivalent, and an institutional stamp.* **To submit the application, the following items must be sent by email to newfoundations@research.ie:** 1. A PDF version of Application Form Part A (including signatures and stamps); 2. Application Form Part B (Excel spreadsheet). Please do not 'PDF' Part B; 3. Evidence of a competitively acquired research award within the three-year period prior to 6th December 2018 (see Section B: Eligibility for further information). **Only one application may be submitted per applicant.** On emailing newfoundations@research.ie, you will receive an automated response from the Irish Research Council. Individual applications will not be specifically acknowledged.
Deadline:	The application must be received by the Council by **4pm on 6th December 2018 (Ireland time).**

General Instructions
- Please complete both Part A (Word form) AND Part B (Excel spreadsheet). Original signatures and stamp of the institution must be included.
- Applicants must not exceed the stated word limit of the categories.
- Please note that only items presented in the application documents will be evaluated by the assessment panel. Please do not provide additional sheets, appendices, etc. Inclusion of such additional items will render an entire application ineligible.
- Applications may be submitted in Irish or English only. In order to facilitate evaluation by the assessment panel in English, applicants submitting Irish language applications are invited to submit an English language translation of their application. Should an English translation not be provided by an applicant, the Irish Research Council may provide a translation to the assessment panel.

An application to this scheme will <u>not</u> be assessed if:

- the applicant is not eligible;
- the applicant submits more than one application;
- the incorrect application form is submitted;
- the application is not emailed to newfoundations@research.ie by **4pm on 6th December 2018 (Ireland time)**;
- the application is incomplete;
- additional materials are appended to the application form, other than evidence of a competitively acquired research award;
- it does not include an original signed version of the application form (pro persona, i.e. a pp signature, is unacceptable);
- it exceeds the word limit;
- it contains any handwriting, other than the appropriate signatures;
- the applicant is a previous or current recipient of a New Foundations award (**STRAND 2** ONLY).

Important Dates & Frequently Asked Questions

FAQ deadline	4pm, 29th November 2018
Application deadline	4pm, 6th December 2018
Outcome of scheme	By March 2019
Commencement date	By April 2019

If you do not find the answer to your query in the call documentation, you should contact the Research Office in your proposed institution, which will provide information and clarification on the call. Research Offices can send any queries they are unable to clarify to newfoundations@research.ie. Frequently Asked Questions (FAQs) and answers will be posted on the Irish Research Council website.

ABOUT THE IRISH RESEARCH COUNCIL

The mission of the Irish Research Council is to enable and to sustain a vibrant research community in Ireland. It seeks to enrich the pool of knowledge and expertise available for addressing Ireland's current and future needs, whether societal, cultural or economic, by funding excellent research and researchers. In order to deliver on this part of its mandate, the Council has a strategic objective to partner and collaborate with societal stakeholders, including enterprise, and with a particular focus to be given to government and civic society so as to address their needs. Council programmes addressing the latter groups include Research for Policy and Society and New Foundations.

Innovation 2020 (the national strategy for research and development) has stressed the necessity of research to address societal challenges facing Ireland, at a national and global level: "Over the coming decades, we will face profound challenges, and innovation and research will be centre-stage in developing our national responses". The strategy acknowledges that it is imperative to foster a broad-based research capacity to support national and international policy goals. The Council has been assigned a number of actions in Innovation 2020 to increase the engagement of public entities and civic society in public policy and societal challenge-based research, which will ultimately strengthen public policy and societal impact. Supporting the development of the capacity of the research system to respond to societal challenges is both an international imperative as well as a national one. Accordingly, the Council's programmes have increasingly emphasised wider frameworks, such as Horizon2020 Societal Challenges (New Horizons call) and the Sustainable Development Goals (CAROLINE MSCA CO-FUND call).

As part of its overall mandate and to deliver on the objectives of Innovation 2020, the Council has built on previous programmes, which has resulted in COALESCE: Collaborative Alliances for Societal Challenges and the 2018 New Foundations call.

SECTION A: DESCRIPTION OF SCHEME

The 2018 New Foundations Scheme comprises **four strands** (not including sub-strands):

1. **Engaging Civic Society**
    A. Enhancing Civic Society within a national context (max €12,000)
    B. Enhancing Civic Society within an international context (max €15,000)
2. **Knowledge Exchange for Impact (max €5,000)**
3. **STEAM – innovations in the communication of science and knowledge (max €5,000)**
4. **Networking & Collaboration Grant, in collaboration with:**
    A. Irish Aid (max €10,000)
    B. Irish Human Rights and Equality Commission/IHREC (max €15,000)

Strand 1: Engaging Civic Society

Run in partnership with the Wheel and Dóchas, this strand will support small, discrete collaborative projects between postdoctoral or more experienced researchers (acting as the applicant to the Council) and a community/voluntary organisation (CVO) or NGO. **The civic society partner must be a registered charity.**

The Wheel is a support and representative body connecting community and voluntary organisations and charities across Ireland. Established in 1999, The Wheel has evolved to become a resource centre and forum for the community and voluntary sector.

Dóchas is the Irish Association of Non-Governmental Development Organisations. It is a meeting place and a leading voice for organisations that want Ireland to be a world leader in efforts to bring about global justice.

The two organisations will work together to promote this strand of New Foundations, to enhance engagement between academic researchers and NGOs through the scheme, and to contribute to the dissemination of research outcomes for the benefit of practice and policy.

The objectives of this Strand are to:
- Develop networks between academia and civic society groups in the community and voluntary sector
- Encourage knowledge exchange between these groups
- Develop expertise to support the engagement of civic society organisations;
- Develop networks between academia and civic society organisations;
- Develop expertise to support the work of these organisations within the higher education community;
- Develop capacity and routes for engagement with these organisations on a longer-term basis for participation in EU funded projects.

Notably, this Strand aims to foster 'engaged research'. In the Campus Engage report, *Engaged Research: Society & Higher Education Addressing Grand Societal Challenges Together*, this is described as "a wide range of rigorous research approaches and methodologies that share a common interest in collaborative engagement with the community and aim to improve, understand or investigate an

issue of public interest or concern, including societal challenges. Engaged research is advanced *with* community partners rather than for them".

CVOs or NGOs interested in participating in this strand must collaborate with an Academic Partner based in a higher education institution or other eligible research-performing organisation. (See http://research.ie/about-us/policies/ for a list of eligible institutions.)

Those seeking an Academic Partner can complete an Expression of Interest form detailing their area of interest. Completed Expressions of Interest will be posted on the Council website and social media. There is no specific deadline for completed Expressions of Interest forms; these should be submitted as soon as possible to allow sufficient time for a partnering researcher to submit a proposal.

This strand has two options:

Strand 1a: Enhancing Civic Society within a national context (awards up to a maximum of €12,000)
Applications to this Strand should develop a research idea or project, test a concept or theory and/or develop partnerships through activities. Applications should clearly indicate why the project is important and how it speaks to the issues and concerns of the partner community/voluntary organisation or NGO with a focus on national collaboration.

Strand 1b: Enhancing Civic Society within an international context (awards up to a maximum of €15,000)
The aim of this strand is to build engagement of Irish CVOs and NGOs in research projects being developed collaboratively at an international level to address European or global societal challenges. The European Union envisages multi-stakeholder consortia on projects, reflecting the perspective that a variety of social partners are both at the coalface of challenges and are critical to developing and implementing solutions. Therefore, CVOs and NGOs are encouraged to engage in these Societal Challenges. The funding available under this strand is intended as a 'priming' measure to enable collaboration internationally between researchers and CVOs/NGOs.

It is a condition of acceptance of Strand 1 awards that the applicant contribute material/information on project outputs for dissemination activities and/or publications undertaken jointly by the Irish Research Council, the Wheel and Dóchas.

Strand 2: Knowledge Exchange for Impact (awards up to a maximum of €5,000)
This strand is designed to enhance the international impact of Irish research through knowledge exchange. Applications will propose actions or activities providing exposure for the researcher to world-class networks or facilities that will enhance their research and support the further development of their career and international competitiveness. Proposals should clearly describe the nature of the knowledge exchange and the intended impact. Proposals seeking support solely for conference attendance will not be supported.

Applicants may wish to consult the Campus Engage report, *Engaged Research: Society & Higher Education Addressing Grand Societal Challenges Together*, for further information on categories of impact.

Previous awardees under New Foundations schemes are not eligible to apply to Strand 2. This policy is designed to ensure that the widest possible range of researchers across all disciplines, in particular early career researchers seeking to establish their careers, can benefit from this funding.

Strand 3: STEAM – innovations in the communication of science and knowledge (awards up to a maximum of €5,000)

The purpose of this strand is to bring science (including social science) and Art/Design/Humanities together to work on new ways of communicating scientific concepts and/or complex societal challenges for a lay audience. Applications under this strand will demonstrate the innovativeness of their proposal and the relevance to the "STEAM" agenda. "STEAM" is a form of interdisciplinarity in research and teaching that seeks to combine knowledge from art and science. The Irish Research Council has published a Statement on ''STEAM'' Research, which provides background information.

This strand welcomes STEAM-based approaches to the public communication and dissemination of research. Applications that seek merely to promote the work of particular research centres/institutes will not be accepted.

Strand 4: Networking & Collaboration Grants, in partnership with Irish Aid & the IHREC

This strand will provide researchers with an opportunity to carry out networking activities or to form consortia. Successful proposals will be funded by **Irish Aid** and **the Irish Human Rights and Equality Commission (IHREC)** and will be in areas of strategic interest to these organisations.

This strand has two options:

Strand 4a:
Networking & Collaboration Grants for prospective North-South Research Partnerships (awards up to a maximum of €10,000)
Funded by Irish Aid
Up to 4 awards will be made under this strand

This strand is designed to build a pipeline of research collaborations for the COALESCE call, focusing on innovative responses to global challenges within the framework of the Sustainable Development Goals (Agenda 2030). It is envisaged that up to four such networking grants will be awarded, of up to a maximum of €10,000 each, to support collaboration between Irish and partner research institutions, with a view to making a submission under COALESCE in future years. Proposals may be bilateral or multilateral in nature. The lead applicant must be based in an eligible higher education institution (HEI) or research-performing organisation (RPO) in Ireland.

Eligible partner countries are: Vietnam; Palestine; any country on the African continent.

Applicants may wish to consult the COALESE call's [Terms and Conditions](#) (particularly Appendix 2) for further information on Irish Aid's research activities.

Strand 4b:
Developing human rights and equality transdisciplinary collaboration between research institutions and civic society in Ireland, north and south (award up to a maximum of €15,000)
Co-funded by IHREC
2 awards will be made under this strand

This strand supports the development of human rights and equality research networks between research institutions and civil society organisations in the north and south of Ireland through networking and knowledge exchange activities. The purpose of this funding is to resource the development of the transdisciplinary human rights and equality research community in Ireland. IHREC welcomes proposals from consortia with membership drawn from human rights and equality actors in Ireland, north and south. To address contemporary human rights and equality challenges, consortia must evidence substantial engagement by civil society as well the academy and must be designed to involve diverse disciplines. Participants in the research networks will be expected to propose a programme of activities that would contribute to building an innovative human rights and equality research agenda in Ireland. The lead applicant must be based in an eligible higher education institution (HEI) or research-performing organisation (RPO) in Ireland. It is envisaged that two such grants will be awarded.

Please note that incorporating the north-south of Ireland is a requirement, though the form that this collaboration might take is not prescribed.

SECTION B: ELIGIBILITY

This scheme will offer research opportunities for academic researchers affiliated with, or supported by, an eligible higher education institution (HEI) or research-performing organisation (RPO) in Ireland to pursue research and dissemination activities. See http://research.ie/about-us/policies/ for a list of eligible institutions.

An applicant who is a **postgraduate scholar** but not a member of staff affiliated to such an eligible institution must, as part of their application, identify an appropriate, named individual who is willing to act as a supervisor/mentor for the purposes of an award under this scheme. **Such applicants are eligible to apply to Strands 2 and 3, but not Strands 1 and 4.**

Given that the Irish Research Council's stated mission is to enable the Irish research community to contribute to the body of global knowledge across the diversity of disciplines, recognising the importance of research and scholarship for all aspects of cultural, economic and societal development, applications from any field will be accepted under this scheme.

Potential applicants MUST:

    a) Currently hold or have held a competitively acquired research award within the three-year period prior to **6th December 2018**.

        For the purposes of this scheme, a competitively acquired research award could be an individual or PI-type award from, for example, either of the former research councils (IRCHSS/IRCSET, www.research.ie), the Health Research Board (www.hrb.ie), Science Foundation Ireland (www.sfi.ie), Teagasc (www.teagasc.ie), the Marine Institute (www.marine.ie), or any other such national or international research funder. Competitively acquired research awards granted by higher education institutions are also eligible.

        Evidence of this competitively acquired research award must be provided with the application. Evidence of the relevant award can take the form of a letter of award from the relevant funding or award institution.

        Extensions to this three-year period can be considered for reasons of an eligible career break. Eligible career breaks include maternity leave, paternity leave, adoptive leave, prolonged sick leave and carer's leave. Provision of documented evidence of an eligible career break will be required at award-offer stage. No allowance will be made for part-time working (1 year of part-time working counts as 1 full-time year).

    b) Ensure that their application is endorsed by institutional authorities in the form of the VP/Dean of Research or their equivalent or their authorised signatory, an institutional stamp and, where required, the signature of a proposed supervisor/mentor. **For Strand 1 applicants, the signature of the partner organisation must also be provided. For strand 4, the signature of at least one partner institution/organisation relevant to the strand theme must be provided.**

Awards may not be held or continued at an institution other than the HEI/RPO specified in the application form, except with the *prior* agreement of the Irish Research Council. Funding will only be provided for the proposal that has been presented in the application form.

Applicant Residence

Successful applicants must:

- Maintain their principal residence in Ireland during the term of the award and
- In the case of a national of a member state outside of the European Union (EU), satisfy the State's regulations on immigration and have the support of his/her HEI/RPO with respect to these regulations and requirements.

Arrangements with respect to immigration will be a matter for settlement between the proposed award holder and his/her HEI/RPO. Guidance on immigration mobility issues can be found on the Irish Researcher Mobility Portal: http://www.euraxess.ie.

SECTION C: ELIGIBLE EXPENDITURE

Awards are not intended to substitute or to augment funds available under national and international programmatic research actions.

Costs may be sought for eligible research expenses (see Table below).

All costs sought must be detailed and justified in Part B of the application. Applicants must clearly demonstrate that any costs sought are necessary to carry out the proposal. Demonstration of value for money is an important consideration under the evaluation and assessment process. Only eligible costs as set out in the table below will be considered. Applicants should ensure that their budget calculations are correct.

Eligible Research Expenses	
Travel Costs	Requests for travel and accommodation costs may be included and should provide details of the number and duration of trips being proposed. Travel and accommodation, where required, will only be provided for on a vouched basis. Per diems/subsistence rates will not be provided. Every effort must be made to ensure that air travel, where used, is economical. Requests must take regard of institutional norms.
Research Consumables	Where relevant to the viability of the proposal, the following essential research supplies are eligible: small consumables; books and journals; archival research costs; and pay-as-you-go access to national research infrastructure. Only vouched expenses incurred in carrying out the research proposal will be funded.
General and/or Specialist Disciplinary Skill Training	Where relevant to the viability of the proposal, expenditure to be incurred as a result of general and/or specialist disciplinary skill training can be included.
Dissemination	Where relevant to the viability of the proposal, expenditure to be incurred through the dissemination of outputs and outcomes can be included. Detail regarding the channels to be used should be provided.
Other	Where not covered by the categories above, and relevant to the viability of the proposal, other costs can be considered. All costs must be specified and fully justified. Please note that equipment is not an eligible research expense under this scheme.

Ethical Approval

The Council is not in a position to award funding for research activity under any of the following prohibited areas:

- human cloning for reproductive purposes;
- genetic modification of human beings that could make such changes heritable (with the exception of research relating to cancer treatment of the gonads, which may be funded);
- creation of human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer.

The higher education institution or other eligible research-performing organisation is responsible for ensuring that ethical issues relating to the proposed research are identified and brought to the attention of the relevant approval or regulatory body. Approval to undertake the research must be granted before any work requiring approval begins. Ethical issues should be interpreted broadly and may encompass, among other things, relevant codes of practice; the involvement of human participants, tissue or data in research; the use of animals; research that may result in damage to the environment; and the use of sensitive economic, social or personal data.

The higher education institution or other eligible research-performing organisation is responsible for ensuring that the proposed research complies with all national and international regulation requirements governing the use of sensitive materials or processes, for example radioactive isotopes, ionising radiation, laboratory animals or other animals, pathogenic organisms, genetically manipulated organisms, toxic and hazardous substances, and research on human subjects and human embryos.

Where an applicant's research proposal requires approval by the by the Ethics Committee or the equivalent body in his/her institution, written evidence of such ethical approval is required by the Council before activities for which ethical approval are required commence, but no later than three months after the start date of the award.

If a research proposal requires access to archival material in private custodianship or archival material with restricted access, written evidence of appropriate permission to consult such material must be furnished to the Irish Research Council before activities commence, but no later than three months after the start date of the award.

Sex/gender dimension

The Council supports gender equality in the research and innovation system. The Council's *Gender Strategy & Action Plan 2013–2020* is available here. All applicants are required to give careful consideration to whether there is a potential sex or gender dimension that may arise in the course of their research.

Where the applicant is involved in the organisation of conference, networking or dissemination panels connected with their research project, due regard should be given to gender balance within any such panel(s).

SECTION D: EVALUATION PROCEDURES

All eligible applications received will be referred to an assessment panel convened by the Irish Research Council. The primary responsibility of the assessment panel is to determine a qualitative ranking of the applications referred to it. The assessment panel will rank the applications on the basis of the materials supplied, arrive at an overall judgement of standard and make final recommendations to the Irish Research Council. Feedback will not be provided to applicants under this scheme. All awards will be made only on the basis of excellence. Irish Research Council deliberations in this regard will be final and the Irish Research Council or its Executive will not enter into discussion or correspondence on the outcomes of any application to this scheme.

Application to this scheme indicates acceptance of all these conditions.

Evaluation Criteria and Scoring

All applications will be evaluated, using only the information provided in the Application Form (Parts A and B), on the basis of four main criteria with weighted scores as follows:

Criteria	Description	Weighting
Quality of proposal and applicant	Description of the proposal and quality of the proposal in relation strand specifications outlined. This includes: • Originality, innovative nature and significance of the proposal in the context of relevant research. • Relevance to the Strand topic, where appropriate. • Consideration of the relevant ethical issues and sex/gender dimension. • Match between applicant's profile and proposal. • Applicant's research track record, outputs to date and relevant skills to be applied to the work.	40/100
Impact and outcomes	The value of the planned outputs, outcomes and deliverables. Where relevant to the Strand topic, these include: • The development of conferences/ workshops and networking and collaboration activities, where appropriate. • The quality, engagement and merits of the proposed partnerships or networks, motivation for same.	40/100

	- Contribution of the proposal towards future research funding applications or other future opportunities. - The clarity, quality and innovativeness of plans for public dissemination of research outputs and/or promotion of academic research within and across the diversity of disciplines. Impact of the proposal should be demonstrated by applicants. A range of impact categories for consideration are listed in the Campus Engage report, *Engaged Research: Society & Higher Education Addressing Grand Societal Challenges Together*.	
Project Management & Implementation	The feasibility and credibility of the proposal plan, including practical arrangements of the implementation, coordination and management of the proposal.	10/100
Value for Money	Levels of funding support sought and value for money.	10/100

SECTION E: INFORMATION FOR SUCCESSFUL AWARD HOLDERS

All applicants, successful and unsuccessful, will be informed by letter of the outcome of the evaluation process by **March 2019**. A letter of award and an award acceptance form will issue to successful applicants. Successful projects will commence by **April 2019** and will be of up to a maximum of nine months' duration.

Successful applicants will hold an 'Irish Research Council New Foundations Award'. The recognised HEI/RPO where the award is to be held is referred to as the 'host institution'.

Award Acceptance

Acceptance of the award is subject to these Terms and Conditions which, in conjunction with the letter of offer, will form the basis for the contract with the awardee's host institution. The award is held subject to these Terms and Conditions. If any of these are breached by an award holder, the Irish Research Council may suspend or terminate the award and/or may require reimbursement of such payments as have already been made to the host institution.

Applications for awards to support events already in planning may also be considered. Payments under this scheme will only commence once an appropriate letter of contract has been issued and an acceptance form received by the Irish Research

Council. The duration of an award should be no more than nine calendar months and must be completed by **end of 2019**.

Awards may not be held or continued at an institution other than the host institution(s) specified in the application form, except with the *prior* agreement of the Irish Research Council. Funding will only be provided for the proposal as presented in the application form.

Cessation of Award

Should an award holder under this scheme be unable for any reason (including medical reasons) to pursue his/her proposal in accordance with the Terms and Conditions of the scheme, he/she must inform the Irish Research Council Director within two weeks of such a situation coming to his/her attention. In such situations, the Irish Research Council will have regard to the usual conventions of the host institution. However, given the basis on which grants are awarded, the Irish Research Council reserves the right to withdraw the award.

The Irish Research Council recognises that, for personal or professional reasons, an awardee under this scheme may wish to terminate his/her award. This should not be done without *prior* consultation with the Irish Research Council, as it may involve reimbursement by the host institution to the Irish Research Council of some or all funding made available up to the date of termination. Awards may not be deferred or transferred.

It is the responsibility of the award holder to inform the Irish Research Council in writing of any change of address, telephone, or e-mail.

Grant Monitoring

The Irish Research Council attaches considerable importance to procedures for monitoring the impact of its awards. A template final report will be provided at the appropriate time by the Irish Research Council. The report should be accompanied by a financial report clearly related to the progress of the research. It is the responsibility of the awardee solely to ensure that the report is filed by the due date. Failure to file these reports by the required date, or submission of an unsatisfactory report, may result in the Irish Research Council terminating an award. The Irish Research Council will have leave to seek recovery of monies which have been awarded under this Scheme. All awards may be subject to an external research audit and financial audit.

As the timely submission of satisfactory reporting by the award holder and by his/her host institution will be regarded as a condition of holding the award, failure to do so will oblige the Irish Research Council to seek reimbursement of all monies already paid by the Irish Research Council.

The Council reserves the right to terminate awards where necessary and without prejudice.

Acknowledgement of Irish Research Council Funding

It is a requirement for awardees and other recipients to acknowledge funding received from the Irish Research Council. Please see the [Acknowledgement of Irish Research Council funding/support: Requirements for awardees and other recipients](#) for specific obligations. In this instance, the recipient will utilise the Irish Research Council New Foundations Award title when communicating in any format about the project and Award.

Awardees are also required to notify the Council in advance of their participation in any significant events, for example, attaining an award of significant merit or substantial participation in events of national interest or impact that is connected to their Council-funded research. This can be done by emailing newfoundations@research.ie.

Intellectual Property/Knowledge Transfer

The Council does not make any claim to intellectual property arising from the Award.

The Council encourages the commercialisation of research output as outlined in *[Inspiring Partnership – the national IP Protocol 2016](#)* and *[Putting public research to work for Ireland: Policies and procedures to help industry make good use of Ireland's public research institutions (2012)](#)*. For projects funded under this Scheme, foreground intellectual property generated will be owned by the HEI/RPO. The Council requires that background IP is captured clearly prior to initiation of the project, and that there is clarity on who has access to background IP and declarations made on basis of same. Good practice through the maintenance of notebooks and records must be adhered to. Preferential terms may be negotiated if the HEI/RPO is of the view that the best interests of the state are advanced. The host institution must establish rules and procedures for protecting and managing any intellectual property arising during the Award. These rules and procedures must be in accordance with national guidelines.

In the case of collaborative research where more than one host institution is involved, a research agreement (including reference to intellectual property rights and confidentiality) must be in place before the Award can commence. The terms of any such agreement must not conflict with those outlined in this document.

A copy of any research agreements established in relation to awarded projects under this Scheme must be made available to the Council.

Open Access Policy

The Council has established and will promote the following policy relating to the placement of research publications and outputs in Open Access repositories. (It is accepted that there will be recognised instances in which the following might not be feasible – in this instance, the researcher should contact their Research Office or equivalent, where relevant, for advice):

- All researchers must lodge their publications and other research outputs, resulting in whole or in part from Council-funded research, in an Open Access

repository and should make such publications publicly discoverable, openly accessible and re-usable as soon as possible.

- All peer-reviewed journal articles and conference publications should be deposited as soon as possible, ideally at the time of acceptance by the journal/conference and no later than the date of formal publication.

- Other research outputs such as monographs, books, book chapters, research theses and reports should be deposited where possible.

- The repository should ideally be a local institutional repository to which the appropriate rights must be granted to replicate to other repositories. However, suitable repositories are those, both local and other, that provide free public access to, and make provision for long-term preservation of, published research findings.

Repositories should release the metadata immediately upon deposit. Open access to the full-text paper should be made immediately upon deposit or once access restrictions, as required by certain publishers, have expired.

Researchers should agree terms of deposit with publishers. Clarity should be sought on copyright, licensing and embargo policies, and policies with publishers must be respected. Access restrictions to full text articles may be applied as required by certain publishers, however these restrictions should not normally exceed 6 months after publication for scientific, technical and health science research publications and 12 months for arts, humanities and social sciences research outputs. However, the Council recognises that this may not be a feasible option in all cases, and in such a case, an expected embargo of up to 24 months may be facilitated in the arts, humanities and social sciences, but this will be subject to on-going review.

More information on the Open Access Policy is available on the Council's website at http://research.ie/about-us/policies/.

Whenever data is to be collected with the support of a grant awarded by the Council and/or partners, applicants must specify the means by which that data will be made available as a public good for use by other researchers, via the Irish Social Science Data Archive (ISSDA) or other appropriate channels.

Award Funding

All awards under this scheme are subject to receipt of continued funding by the Irish Research Council from the Department of Education and Skills. In the event of such funding being reduced or discontinued, neither the Department nor the Irish Research Council will be under any liability to provide funding or to compensate an awardee or their host institution for any reduction or cessation of such funding.

All amounts payable in respect of the award are paid directly to the host institution which co-ordinates the payments under the award. Any disbursements by a host institution of this scheme may only be made in accordance with usual institutional practice and Department of Finance guidelines.

Research integrity

The HEI/RPO must ensure that the highest quality of research conduct is maintained. The HEI/RPO must ensure that there are formal, fair and effective processes in place for the investigation of allegations of research misconduct (for example, plagiarism, falsification or fabrication of data, improper data selection, misuse of research funds) if they arise. These processes, together with the agreed procedures for investigating allegations of research misconduct, must be transparent and clearly publicised. The systems in place to manage research misconduct should align with the basic principles that underpin all research integrity and good practice as outlined in the national policy statement on Ensuring Research Integrity in Ireland and the European Code of Conduct for Research Integrity. The HEI/RPO is required to report to the Council all findings of any proven case of research misconduct arising from a Council-funded research project.

Dignity in the Conduct of Research

The Council supports a research system in which individual researchers are enabled to reach their full potential at all stages of their career. All research participants are entitled to carry out their research free from any form of harassment, victimisation, or bullying. Host institutions have the responsibility to ensure an appropriate work environment and to deal with any complaints or issues speedily, in line with agreed grievance procedures. The Council's full statement on dignity in the conduct of research is available here.

All Council staff are entitled to be treated with courtesy and respect at all times and, accordingly, are encouraged to report any instances of infractions to management. In cases where staff experience abusive or inappropriate behaviour, the Council reserves the right to report any such behaviour to the relevant personnel in the host institution connected with the individual.