New Foundations Scheme 2019

Including the ‘Engaging Civic Society’ Strand
in partnership with the Wheel and Dóchas

and

the ‘Networking and Collaboration Grant’ in partnership with
The Department of Foreign Affairs & Trade

TERMS AND CONDITIONS
(including application process)

Updated on 31st October 2019 to reflect expansion of Department of Foreign Affairs and Trade (DFAT) eligible partner countries
<table>
<thead>
<tr>
<th>IMPORTANT DEADLINES FOR THIS CALL</th>
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<tr>
<td>Launch of Call</td>
<td>17th October 2019 at 4:00PM (Irish time)</td>
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<tr>
<td>FAQ Deadline</td>
<td>21st November 2019 at 4:00PM (Irish time)</td>
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<tr>
<td><strong>APPLICANT DEADLINE</strong></td>
<td>2nd December 2019 at 4:00PM (Irish time)</td>
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<tr>
<td>Research Office Endorsement Deadline</td>
<td>9th December 2019 at 4:00PM (Irish time)</td>
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<tr>
<td>Outcome of Scheme</td>
<td>March 2020</td>
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This document sets out details of the 2019 New Foundations Scheme. Included here are the Terms and Conditions of eligibility criteria, the application process, evaluation criteria and requirements post-award. The Council makes every effort to ensure all information in this document is accurate; however, the Council reserves the right to amend this document.
Table of Contents

SECTION A: IMPORTANT ADVICE AND APPLICATION PROCESS ........................................... 4

About the Irish Research Council ......................................................................................... 4
General Instructions .................................................................................................................. 4
IMPORTANT DATES & FREQUENTLY ASKED QUESTIONS ............................................. 5

SECTION B: DESCRIPTION OF SCHEME STRANDS ......................................................... 5

Strand 1: Engaging Civic Society ......................................................................................... 6
Context for Strand 1: Engaging Civic Society ...................................................................... 6
  Strand 1a: Enhancing Civic Society within a national context (awards up to a maximum of €12,000) ................................................................. 8
  Strand 1b: Enhancing Civic Society within an international context (awards up to a maximum of €15,000) ................................................................. 8
Strand 2: Knowledge Exchange for Impact (awards up to a maximum of €5,000) ........... 8
Strand 3: STEAM – innovations in the communication of science and knowledge (awards up to a maximum of €5,000) ......................................................... 9
Strand 4: In partnership with the Department of Foreign Affairs and Trade (DFAT), Networking & Collaboration Grants for prospective North-South Research Partnerships (awards up to a maximum of €10,000) ......................................................................... 9

SECTION C: ELIGIBILITY ...................................................................................................... 10

Submitting an Application .................................................................................................... 10
Applicant Residence .............................................................................................................. 11

SECTION D: ELIGIBLE EXPENDITURE ........................................................................... 11

SECTION E: EVALUATION PROCEDURES .................................................................... 12

Evaluation Criteria and Scoring ........................................................................................... 12
Application Process ............................................................................................................... 14

SECTION F: INFORMATION FOR SUCCESSFUL AWARD HOLDERS .......................... 14

Award Acceptance ................................................................................................................. 14
Cessation of Award ................................................................................................................ 14
Ethical Approval .................................................................................................................... 15
Sex/gender dimension ............................................................................................................ 16
Grant Monitoring .................................................................................................................... 16
Responsibilities of the Host Organisation (HEIs/RPOs) ..................................................... 16
Research integrity ................................................................................................................... 17
Acknowledgement of Irish Research Council Funding ....................................................... 17
Dignity in the Conduct of Research ...................................................................................... 17
General Award Conditions ................................................................................................... 18
SECTION A: IMPORTANT ADVICE AND 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.

All applications will be submitted by the Principal Investigator and endorsed by relevant HEI/RPO Research Offices using the online IRC submission portal on the WizeHive application system. Intending applicants who do not already have a user profile will need to create one before submitting an application. Please refer to the online Guide for Applicants which is available on the Council website. Guidance notes and system notes are both available.

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.

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 research needs. Past and current 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), the Sustainable Development Goals (CAROLINE MSCA CO-FUND call) and National Strategic Outcomes (COALESCE Research Fund).

General Instructions

- Applicants must complete all required fields of the online form and submit the application before the specified deadline.
- Applicants must not exceed the stated word limit of the required fields.
- 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 **not** be assessed if:

- the applicant is not eligible;
- the applicant submits more than one application;
- the incorrect application documents are submitted;
- the application is not submitted by **4pm on 2nd December 2019**;
- the application is incomplete;
- incorrect or additional materials are uploaded to the application form,
- an application is not endorsed on the online system by the institutional research office of the applicant by the research office endorsement deadline of **4pm on 9th December 2019**;
- an applicant does not upload a scanned and signed/stamped endorsement from
  - all applicable civic society partners (**STRAND 1 ONLY**)
  - all applicable **partner** Higher Education Institutions (HEIs)/Research Performing Organisations (RPOs) (**STRAND 4 ONLY**)
- the applicant is a previous or current recipient of a New Foundations award (**STRAND 2 ONLY**).

**IMPORTANT DATES & FREQUENTLY ASKED QUESTIONS**

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<th>Event</th>
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<tbody>
<tr>
<td>FAQ deadline</td>
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</tr>
<tr>
<td>Outcome of scheme</td>
<td>By March 2020</td>
</tr>
<tr>
<td>Commencement date</td>
<td>By 1st May 2020</td>
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**Note:** All deadlines are in Irish time.

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 and updated weekly once the call opens.

**SECTION B: DESCRIPTION OF SCHEME STRANDS**

The 2019 New Foundations Scheme comprises **four strands** (not including sub-strands):

- **Engaging Civic Society**
  - Enhancing Civic Society within a national context (max €12,000)
  - Enhancing Civic Society within an international context (max €15,000)
- Knowledge Exchange for Impact (max €5,000)
- STEAM – innovations in the communication of science and knowledge (max €5,000)
- Networking & Collaboration Grant, in collaboration with Department of Foreign Affairs and Trade/DFAT (max €10,000)

**PLEASE NOTE:**

All awards are of a maximum of 9 months’ duration.

An applicant may make only one application to the scheme: applications can be made under any Strand, but no more than one application to the Scheme in total can be made.

Any previous or current recipients of a New Foundations award are not eligible to apply to Strand 2.

**Strand 1: Engaging Civic Society**

**Context for Strand 1: Engaging Civic Society**

Ireland faces key social, environmental and economic challenges. A number of challenges are specific to Ireland, whilst others are shared with other nations in Europe and globally. The various challenges we share as nations are well-articulated, particularly in the form of the 2030 Agenda on Sustainable Development, incorporating 17 global goals. Horizon2020 integrated societal challenges as a key pillar of the framework, and FP9, Horizon Europe, is to continue with this approach.

Ireland has recently integrated a cross-governmental challenge-based approach, with the publication of the National Planning Framework (*Ireland 2040*) and the associated National Development Plan. The framework sets out 10 National Strategic Outcomes (NSOs), the achievements of which are necessary to ensure prosperity, equality, a sustainable future and protection of our natural environment. As stated in the framework, there is strong alignment between the national strategic outcomes and the Sustainable Development Goals; there is also a strong relationship between the NSOs and H2020 societal challenges.

The achievement of national or global goals will be challenging in themselves and will require an unprecedented level of collaboration and coordination both within the State and on an interjurisdictional basis. Given the myriad agencies that will be at the ‘coal-face’ in implementation of the National Development Plan, major opportunities for researchers to form new connections and links will emerge, regionally and locally, and in doing so will further demonstrate the value of the Irish research system as a national resource.

Excellent research across all disciplines has a major role to play in developing new knowledge and evidence, which policy and decision-makers and practitioners can utilise to guide action and interventions on the path to successfully achieving national or international societal
challenges. Maximising the contribution of the research system in this regard requires a strong emphasis on building robust mechanisms to ensure the exchange of knowledge between policy and practice environments, including building the necessary relationships with the public sector, civil society, or elsewhere, to support this process.

**Strand 1 Description and Eligibility**

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 charity.

**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”.
Charities, 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/funding/eligible-higher-education-institutions-and-research-performing-organisations/ for a list of eligible institutions.)

Those seeking an Academic Partner can send a description of their organisation and potential area for collaboration along with contact details to newfoundations@research.ie. The organisation will be added to an updated spreadsheet and posted on the New Foundations funding webpage at www.research.ie. There is no specific deadline for CVO/NGO contact messages; 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 charity, CVO 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 charities, 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, charities, 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 should also include detailed description of proposed outcomes and what impact these outcomes will have beyond the life of the project. Proposals seeking support solely for conference attendance will not be supported.

8
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: In partnership with the Department of Foreign Affairs and Trade (DFAT), Networking & Collaboration Grants for prospective North-South Research Partnerships (awards up to a maximum of €10,000)**

*Funded by DFAT*

*Up to 4 awards will be made under this strand*

This strand will provide researchers with an opportunity to carry out networking activities or to form consortia. Successful proposals will be funded by DFAT and will be in areas of strategic interest to this organisation.

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 calls. 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: Vietnam; Palestine; Laos; Cambodia; Myanmar; any country on the African continent.

It is anticipated that successful 2019 awardees of New Foundations Strand 4 may apply to COALESCE Strand 2B in 2020. Successful awardees of Strand 4 of New Foundations must be at least 3 years post-PhD at the time of applying to COALESCE and cannot already hold a COALESCE award at the time of applying to COALESCE.

The DFAT Strand of the COALESCE Programme seeks to cultivate and to grow high-quality development research capacity both in Ireland and eligible partner countries in response to key societal challenges linked to one of the four policy priorities outlined in A Better World, Ireland’s new Policy for International Development. It is designed to encourage interdisciplinary approaches for knowledge generation that will produce rigorous and influential evidence and learning, with a view to impacting at a societal level in partner countries, as part of the implementation of A Better World.

Applicants may wish to consult the 2019 COALESE call’s Terms and Conditions (particularly Appendix 2) for further information on the Department of Foreign Affairs and Trade research activities.

SECTION C: 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/funding/eligible-higher-education-institutions-and-research-performing-organisations/ for a list of eligible institutions.

Applicants must, on the call deadline of 2nd December 2019, hold a contract of sufficient duration with an eligible HEI or a recognised RPO to carry out the proposed research from the project start date of May 1st, 2020 until the project end date.

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 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.

Submitting an Application

Prior to submission, potential applicants MUST:
a) Ensure that their application has all required uploads:
   - for Strand 1 applicants, the signature of the partner organisation must be provided; an uploaded stamp/signature from the partner to the online system (OLS);
   - for Strand 4, the signature of at least one partner institution/organisation relevant to the strand theme must be provided and uploaded to the OLS.

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](http://www.euraxess.ie).

**SECTION D: 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 the proposed budget. 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.

**Please note: All expenses must be incurred within the lifetime of the project.**

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<tr>
<th>Eligible Research Expenses</th>
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<tr>
<td><strong>Travel Costs</strong></td>
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<td>Requests for travel and accommodation costs may be included and should provide details of the number and duration of trips being proposed and detailed justification. 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</td>
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1 All applicable endorsement forms are available on the New Foundations funding page: [http://research.ie/funding/new-foundations/?f=principal-investigator-led](http://research.ie/funding/new-foundations/?f=principal-investigator-led)
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: essential research supplies and 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.

*The maximum allowed amount for research consumables is €1,000.*

**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.*

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**SECTION E: EVALUATION PROCEDURES**

All eligible applications received will be referred to an international assessment panel convened by the Irish Research Council. *Feedback will not be provided to applicants under this scheme (qualitative or numerical).* 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 online Application Form and the proposed budget on the basis of four main criteria with weighted scores as follows:

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| Quality of proposal and applicant | Description of the proposal and quality of the proposal in relation to the 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 outcomes envisaged as a result of the development of conferences/workshops and networking and collaboration activities  
- The quality, engagement and merits of the proposed partnerships or networks; motivation for same and their potential longer-term benefits  
- 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  
- Detailed plans for how the project will continue to have impact beyond its lifespan | 40/100 |

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*.  

40/100
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

Application Process

The Council strongly encourages applicants to submit through the IRC portal of the WizeHive online system well in advance of the closing date for the competition. There is likely to be heavy traffic on the server, which may slow down the submission of your proposal. To prevent problems with heavy server traffic, do not wait until the final day of the call to submit your application.

SECTION F: INFORMATION FOR SUCCESSFUL AWARD HOLDERS

All applicants, successful and unsuccessful, will be informed by letter of the outcome of the evaluation process by March 2020. A letter of award and an award acceptance form will issue to successful applicants. Successful projects will commence by 1st May 2020 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 award, 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 award 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 start no later than 1st May 2020.

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.

**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. 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.

Where an applicant’s research proposal requires approval 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*. The deadlines and convening dates of institutional ethics boards/committees should be taken into account when making the application.

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.
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.

Queries about ethical approval should be directed at the applicant’s higher education institution or other eligible research-performing organisation. Research Offices may direct any of their further questions to newfoundations@research.ie.

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).

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.

Responsibilities of the Host Organisation (HEIs/RPOs)

The Host Organisation must obtain and comply with all necessary and statutory permissions laid down by local and national authorities in relation to protecting the environment, preventing pollution and ensuring wider societal health and safety protection.

Applications will need to be endorsed via the online WizeHive application portal by the Host Organisation within a week of the deadline of the call.
The HEI/RPO is responsible for providing the facilities and access to the equipment needed for the awardee to carry out the research, ensuring that all items of equipment and materials provided for the award are adequately maintained.

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.

**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.

**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 coordinates 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.

**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. Scholars and their supervisors are entitled to carry out their research free from any form of harassment, victimisation, or bullying. HEIs 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 HEI or other organisation connected with the individual.

**General Award Conditions**

These Terms and Conditions will be governed by and construed in accordance with the Laws of Ireland and all parties will expressly and irrevocably submit to the jurisdiction of the Irish Courts.

Following the policies of the Irish Government in relation to the development of the Information Society, properly authenticated electronic communications will be treated as legally equivalent to paper submission. The Council and the HEI/RPO must follow good practice on data protection, management and security. The Council cannot be held legally liable for interference by any third party.

It is a condition of acceptance of an award that awardees grant permission to the Council to share data about the application with government departments and other national funding agencies for statistical and policy formation purposes.

The Council reserves the right to revise the Terms and Conditions of this award at any time. Any such revisions will be notified to participating HEI/RPOs and will also be posted on the Council’s website.