

## **2018 Employment Based Programme Scholarship Scheme: Frequent Asked Questions (FAQs)**

The deadline for receipt of FAQs is **16.00 (Ireland Time), 5<sup>th</sup> April 2018**. FAQs must be submitted no later than this date.

Similar questions have been grouped below in the following themes:

1. Eligibility
2. Applying to the Scheme
3. Application Forms
4. Conditions of Award

### **1. ELIGIBILITY**

#### **How do I find out if I'm eligible to apply for this Scheme?**

Please see the Terms and Conditions document and Eligibility Flowchart in the Guide to Applicants to ascertain eligibility:

#### **Under the new Terms and Conditions, are schools and hospitals eligible employment partners?**

The above entities must meet the criteria for Employment Partners, i.e. a business, a company, a registered charity, a social, cultural or not-for-profit civic organization, a semi-state commercial organization or eligible public body with a physical operational base located in Ireland that will employ the Scholar for the duration of the award.

Where a school or hospital is a public service body with specific scientific or cultural infrastructure that is integral to the conduct and completion of the proposed research it is eligible.

If a public body or HEI is a research performing organisation eligible to apply independently for IRC schemes, it is not eligible to be funded as an employment partner under this scheme.

Any potential Employment Partner must be aware that in accordance with the terms, they must employ the awardee for the duration of the award.

**I am applying for an EBPPG scholarship. My Enterprise Partner's primary office is in the city of Derry/Londonderry, Northern Ireland. I am wondering if**

**the language in Sec. 1.4 of the Terms and Conditions document ("...a physical operational base in Ireland...") includes Northern Ireland. We do have a physical, operational base in the Republic of Ireland but it is not our primary office location and I am wondering which location to use.**

Section 1.4 of the Terms and Conditions is with reference to the Republic of Ireland. The scholar must be a full-time employee and based in the Republic of Ireland.

**In relation to the employment based PG scholarship, I was wondering if this is an option for Non-EU applicants?**

Non-EU individuals can apply for the scheme. As stated in the Terms and Conditions (clauses 6.5.3 and 6.6), Scholars must satisfy the State's regulations on immigration and have the support of their HEI and Employment Partner with respect to these regulations and requirements if not a national of a member state of the European Union (EU). For all Scholarships, arrangements with respect to immigration will be a matter for settlement between the Scholar, his/her HEI, the Employment Partner, and the relevant immigration authorities of the State.

**I have applied for the IRC Government of Ireland Postgraduate (GOI PG) scholarship scheme. Am I still eligible to apply for the IRC employment-based (EBP) programme?**

Yes. The two schemes are separate and therefore applications to the GOI PG scheme are not taken into account for application to the EBP.

**I am currently completing an MSc funded by a not for profit organisation. Would I be eligible under the employment based postgrad scheme?**

Scholars must be full-time postgraduate students affiliated with an eligible HEI in Ireland and during the funding term must exclusively spend all of his/her working time on the research project and associated training and career development activities. Please see the Terms and Conditions document and Eligibility Flowchart in the Guide to Applicants to ascertain eligibility.

**Is it possible for the employer and the academic supervisor to be the same person, for example a Medical Doctor who is also part of the academic staff of a university?**

It is not permissible for an awardee's Employment Mentor and Academic Supervisor to be the same person. However, in cases where an Employment Partner employs staff who are also members of a HEI's academic faculty, an awardee could feasible have one member of staff act as an Academic Supervisor and another act as

Employment Mentor for this award. Please note that such an arrangement may be looked on unfavourably by assessors as it would not be in line with the key goals of the scheme.

### **Is the HSE an eligible public body?**

The HSE is considered an eligible Employment Partner under the EBP if it possesses specific scientific or cultural infrastructure that is integral to the conduct and completion of the proposed research i.e. if the project could not be completed with any other organisation.

Applicants should be aware that HSE and similar governmental bodies may be subject to employment 'head-counts' (number of staff they can employ) and may be unable to employ an applicant for the duration of their award. Employment Mentors should ensure that they can arrange employment for the awardee for the duration of the award.

### **Is there a similar programme for post-doctoral researchers?**

Yes, the Irish Research Council's Enterprise Partnership Scheme (EPS) provides funding for postdoctoral research. The Call for the EPS will open in the second quarter of this year.

### **Would the Irish Defence Forces be an eligible Employment partner?**

The Irish Defence Forces would be considered an eligible Employment if it possesses specific scientific or cultural infrastructure that is integral to the conduct and completion of the proposed research i.e. if the project could not be completed with any other organisation.

Applicants should be aware that the Irish Defence Forces and similar governmental bodies may be subject to employment 'head-counts' (number of staff they can employ) and may be unable to employ an applicant for the duration of their award. Employment Mentors should ensure that they can arrange employment for the awardee for the duration of the award.

### **What is the value of the award?**

The award is valued at a minimum of €32,000 (€24,000 from the Irish Research Council and a minimum contribution of €8,000).

**Can you just confirm that the Financial Justification section has been removed from the online application for Enterprise Schemes? This section was removed from the GOI scheme.**

The Financial Justification section of the Application has been removed from the Online Applications System.

**My employment partner has a physical base in Ireland where I would be based for the duration of this award. However, if successful they would prefer to process my salary through their offices in the UK. Is this OK?**

Under the Employment Based Programme, the award holder must be employed within the Republic of Ireland. Therefore, the salary should be processed through the Irish base.

Further, The Employment Partner will operate PAYE/PRSI/USC withholding on the salary paid by it to the Scholar and the relevant tax must be remitted to the Revenue Commissioners in line with the normal payroll procedures.

**Would Sport Ireland/ The Sport Ireland Institute/Athletics Ireland/Swim Ireland be considered eligible Enterprise Partners for the scheme?**

It would be considered an eligible Employment Partner if it possesses specific scientific or cultural infrastructure that is integral to the conduct and completion of the proposed research i.e. if the project could not be completed with any other organisation.

Applicants should be aware that public bodies may be subject to employment 'head-counts' (number of staff they can employ) and may be unable to employ an applicant for the duration of their award. Employment Mentors should ensure that they can arrange employment for the awardee for the duration of the award.

If the applicant can demonstrate that the entity is the only body available to carry out the research, as outlined in the terms and conditions, they may be considered eligible.

**I am in the second year of my PhD (registered January 2017) and I am trying to determine my eligibility.**

**"A Scholar who is already registered for one of the degrees as listed in the table below is not eligible for funding apart from Scholars falling within clauses 4.5.1 – 4.5.4 inclusive:**

**4.5.1 A Scholar who has completed part of the degree on the basis of being self-funded."**

**My current funding, which runs out in May, is from EU funded research project and covers half of fees and a stipend of 1200 a month.**

**My query is if I pay part of my fees can I be considered as "self-funded" or does clause 4.5.1 only apply if you have been entirely self-funded for the part of the degree you have completed?**

The Scholarship is not intended to substitute for or to augment funds available under programmatic research actions, such as research project grants funded by national agencies. However, a scholar may apply for further funding on the basis of being in receipt of a HEI-funded bursary or Scholarship.

**\*\*\* NEW \*\*\* How is the time split between the master's and workplace and the contract of employment? Is it possible to extend an internship for reasons of payroll in conjunction with requirements of research and M.A reasons?**

As per the Terms and Conditions of the Employment Based Programme, the prospective Scholar will be a full-time employee of their Employment Partner, while completing a master's by research (12 or 24 months), or PhD (36 or 48 months). Scholars must be full-time postgraduate students affiliated with an eligible HEI in Ireland and during the funding term must exclusively spend all of his/her working time on the research project.

**\*\*\* NEW \*\*\* I have permanent employment with the Department of Education and Skills as a school principal. I am presently completing a second, part time master's which will be completed shortly. I would like to complete further research at PhD level. Is it possible for the Department of Education and Skills to act as my employment partner for this application?**

The Department of Education and Skills would be considered an eligible Employment if it possesses specific scientific or cultural infrastructure that is integral to the conduct and completion of the proposed research i.e. if the project could not be completed with any other organisation.

Applicants should be aware that the Department of Education and Skills and similar governmental bodies may be subject to employment 'head-counts' (number of staff they can employ) and may be unable to employ an applicant for the duration of their award. Employment Mentors should ensure that they can arrange employment for the awardee for the duration of the award.

## **2. APPLYING TO THE SCHEME**

**An applicant may be in a position to apply to the Enterprise Partnership Scheme. If he/she applies to the current Employment Based Postgraduate Programme, will he be allowed to apply to the Enterprise Partnership Scheme when it opens?**

The Enterprise Partnership Scheme will open in Q2 2018. Applicants to the Employment Based Postgraduate Programme may apply to the Enterprise Partnership Scheme (EPS), once open. If they are subsequently successful under the EBP scheme, they can either take up the EBP offer and withdraw from the EPS or decline the EBP award and await the outcome of EPS.

**We have a graduate on an 'IRC Employment Based Scholarship' (he applied and was successful to get a masters by research). He is interested in continuing his study to PhD but from my reading of the T&Cs he would not be eligible to transfer from the master's scholarship to a PhD? Could he apply for a PhD Scholarship though he has had a masters scholarship?**

If an applicant currently holds or has previously held an Irish Research Council Employment Based Postgraduate (Masters) Scholarship, he/she may apply to the Council for a Scholarship to undertake a Doctoral Degree. The applicant must have finished their Research Master's degree prior to the start date of the Doctoral Degree.

**A PhD student is awaiting the outcome of their application to the Government of Ireland Postgraduate Scholarship. The PhD student is inquiring as to whether they are eligible to submit to the EBP Scheme.**

Applicants to the GOI PG scheme may also apply to the EBP PG. If an applicant is successful on GOI PG 2018 and the applicant accepts the award they must withdraw from the EBP PG 2018 competition.

**Is the applicant the only person who requires an ORCID ID - does the academic supervisor require one?**

The applicant is the only candidate who requires an ORCID ID.

**\*\*\* NEW \*\*\* My proposed Employment Partner is having difficulty registering due to a required field. The field is marked with an asterisk and will not allow further processing. There is no Company Registration Number for my proposed Employment Partner. How can this be resolved?**

Please enter "N/A" or similar in the required field. If the field requires a numerical entry, please enter "000". If the problem persists, please email [schemes@research.ie](mailto:schemes@research.ie) and attach screenshots of the problem field

### 3. CONDITIONS OF AWARD

**One of our potential applicants would like to know if it's possible, should their application be successful, to have a part-time job to supplement their income,**

**alongside their scholarship? If it's possible, what will be the restrictions, in terms of workload and salary they can earn from that part-time job?**

**Is it possible to apply for a master's scholarship on a part time basis, extended further than 2 years? The organisation is fully supportive of the employee, and their time release would work around the methodology and they could be released for 2 days a week or blocks of 1-2 weeks, depending on the stage of the research.**

Awardees must not assume any other duties that would adversely affect their ability to engage in the EBP Scholarship on a full-time basis. This includes undertaking additional remunerative activities (with the exception of that pertaining to teaching-related duties as per clause 10.13) during the funding term.

Likewise, Awardees must engage on their EBP Scholarship on a full-time basis only. Part-time study is not permitted under the award's Terms and Conditions.