



IRISH RESEARCH COUNCIL
An Chomhairle um Thaighde in Éirinn

IRISH RESEARCH COUNCIL

ENTERPRISE PARTNERSHIP SCHEME (POSTDOCTORAL)

2019

TERMS AND CONDITIONS



**AN ROINN | DEPARTMENT OF
OIDEACHAIS | EDUCATION
AGUS SCILEANNA | AND SKILLS**

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1. DEFINITIONS

- 1.1. **Council** shall mean the Irish Research Council.
- 1.2. **Funding term** shall mean the period between the official start date and agreed end date of the fellowship.
- 1.3. For the purpose of these fellowships, **higher education institution (HEI)** shall mean a higher education institution in Ireland within the meaning of Section 1 of the Higher Education Authority Act, 1971; and/or approved for the purposes of the Free Fees Initiative; and/or in receipt of some other form of public funding from the Department of Education and Skills. A list of eligible Irish HEIs is available [here](#).
- 1.4. For the purpose of this programme, **Ireland** shall mean the Republic of Ireland.
- 1.5. **Research project** shall mean the research work proposed by the awardee and approved by the Council.
- 1.6. **Awardee** shall mean the person awarded a fellowship.
- 1.7. **Fellowship** shall mean the Irish Research Council Enterprise Partnership Scheme Postdoctoral Fellowship.
- 1.8. **Fellowship fund** shall mean the funding for the fellowship.
- 1.9. **Mentor** shall mean the person(s) responsible for supporting and guiding the awardee and ensuring the quality of the research produced under the fellowship.
- 1.10. An **enterprise partner** is a business, a company, a registered charity, a social, cultural or not-for-profit civic organisation, a semi-state commercial organisation or eligible public body that will co-fund the awardee for the duration of the award. A public body is a public service body with specific scientific or cultural infrastructure that is integral to the conduct and completion of the proposed research. If a public body or higher education institution is an eligible research performing organisation (RPO), it is not an eligible enterprise partner under this scheme.
- 1.11. An **enterprise mentor** is the person(s) designated by the enterprise partner as being responsible for supporting and mentoring the awardee in relation to the enterprise partner's involvement in the fellowship.
- 1.12. A **host organisation** shall mean the HEI/RPO.
- 1.13. **Research performing organisation (RPO):** for the purposes of these fellowships, an eligible RPO is one that possesses an existing in-house capacity to carry out research that materially extends and enhances the Irish research base and is in a position to demonstrate an independent capability to undertake and lead research projects/programmes, as approved by the Council. A list of eligible RPOs is provided on the Council's [website](#).
- 1.14. **Non-government organisations (NGOs)** shall mean any non-governmental organisation, which is a legal entity, has an established governance structure (such as a board of directors), is independent of government control, and is working in support of public good, not for profit. The NGO may be in receipt of public funds so long as it retains its completely independent status. NGOs can take various forms (national/international charities, voluntary community groups, etc.) and can be located/working in any country with a base in the Republic of Ireland. They must be listed as a registered charity with the Public Charities Regulator and have or seek to have a research performance focus.

2. OVERVIEW OF THE AWARD

2.1. The Irish Research Council's Enterprise Partnership Scheme is a national initiative designed to link excellent early-career researchers with enterprise (broadly defined). The scheme co-funds awardees to bring research talent into an enterprise in cooperation with a higher education institution. Enterprise partners co-fund excellent researchers who dedicate their time to a specific research project related to the mission of the organisation. By the end of the project, the researcher will have gained important workplace skills and a fellowship. Awardees develop a new research project that demonstrates a significant development through a variety of appropriate, feasible and clear published outputs. The enterprise benefits from research talent and ideas in an area closely aligned with its strategic interests.

3. ELIGIBILITY REQUIREMENTS

3.1. Suitably qualified postdoctoral applicants from any country may apply to the scheme. However, all applicants:

3.1.1. must have been awarded their doctoral degree within the five-year period before 30 September 2018¹. For the purposes of this condition, the date of graduation will be taken into account;

or

3.1.2. must have been certified as having fulfilled within the five-year period before the 30 September 2018 all the requirements for the award of a doctoral degree, including a viva/thesis defence where such is required, but have not yet graduated. For the purposes of this condition, the original viva/thesis defence date and not the graduation date will be taken into account;

and

3.1.3. must have authored or co-authored at least one published peer-reviewed research publication²; or demonstrable equivalent intellectual property (IP) output³; or provided samples of their written research work to the Council as follows:

- a copy of the table of contents from their doctoral thesis;
- one chapter from their doctoral thesis;
- one further sample of written research work, as the applicant sees fit.

3.2. Applicants may previously have held a Government of Ireland Postdoctoral Fellowship; however, they must have completed the full funding term of their Government of Ireland Postdoctoral Fellowship before commencing an Enterprise Partnership Scheme Postdoctoral Fellowship.

¹ Extension to this five-year period can be considered on provision of documented evidence of an eligible career break; career breaks of up to five years are taken into account. Eligible career breaks include: maternity leave, paternity leave, adoptive leave, parental leave, prolonged sick leave, carer's leave.

² A journal article in an international journal, or a peer-reviewed conference proceedings paper, that has been published or accepted for publication. Articles submitted or in preparation are not acceptable.

³ Such as a filed patent application, a granted patent, a trademark, a copyright, an industrial design, a utility model, an integrated circuit. For software engineers who have chosen to distribute their software freely rather than IP-protecting it, verifiable evidence of significant downloads of this software is acceptable.

- 3.3. Applicants must not have had two previous unsuccessful applications to the Enterprise Partnership Scheme (postdoctoral).
- 3.4. Applicants must not have been employed as a postdoctoral researcher for more than five years as at 30 September 2018⁴.
- 3.5. In recognition of the GDPR regulations now in place, it is a condition of submitting an application that applicants agree that the Council can use data and information contained within for the following purposes:
 - 3.5.1. registration and processing of applications;
 - 3.5.2. operation of grants management information systems;
 - 3.5.3. preparation of material for use by reviewers and peer review panels;
 - 3.5.4. statistical analysis in relation to the evaluation of postdoctoral trends;
 - 3.5.5. sharing application information on a strictly confidential basis with government departments and other national funding agencies;
 - 3.5.6. policy and strategy studies;
 - 3.5.7. meeting the Council's obligations for public accountability and the dissemination of information;
 - 3.5.8. payment, maintenance and review of any award; or
 - 3.5.9. including details of any award in publicly available databases, reports and documents.

4. VALUE OF THE FELLOWSHIP

- 4.1. The total value of the fellowship fund will be up to a maximum of **€45,925** in any approved year and consist of the following:
 - 4.1.1. a salary of €31,275 per annum plus;
 - 4.1.2. employer's contribution to pay-related social insurance (PRSI) costs of €3,395 (@ 10.85% of salary);
 - 4.1.3. employer's pension contribution, where applicable, of €6,255 (@ 20% of salary). See www.research.ie for further information on pension eligibility;
 - 4.1.4. eligible direct research support expenses of €5,000 per annum to enable the awardee to carry out the research project.

5. DURATION OF THE FELLOWSHIP

- 5.1. The fellowship will support suitably qualified doctoral graduates pursuing, or intending to pursue, full-time research in any discipline for a period of 24 months.

6. GENERAL CONDITIONS OF THE FELLOWSHIP

- 6.1. All fellowships must commence on 1 March 2019. Fellowships may only be deferred for reasons of an eligible career break.

⁴ Eligible career breaks will not be included in the calculation of the five years. Career breaks of up to five years are taken into account.

- 6.2. An awardee's first duty is to the successful completion of the fellowship for which they have been awarded funding.
- 6.3. Awardees must be affiliated with an eligible HEI in Ireland or an eligible RPO.
- 6.4. All host organisations must have the capacity to provide professional guidance and mentoring to the awardee and provide access to experimental facilities or data. The Council may request evidence of this from enterprise partners.
- 6.5. Fellowships may not be held or continued at any organisation other than the host organisation(s) and with the awardee(s) specified in the application form, except with the prior agreement of the Council.
- 6.6. Fellowships are held subject to these Terms and Conditions and any supplementary conditions set out in the fellowship offer. If any of these Terms and Conditions are breached, the Council reserves the right to suspend or terminate the fellowship and may require reimbursement of such payments as have already been made.
- 6.7. The Council reserves the right to make amendments to these Terms and Conditions without prior notice.
- 6.8. 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.
- 6.9. The Council will strive to adopt procedures that are consistent with the policies of the Irish government in relation to the development of the information society and, accordingly, properly authenticated electronic communications will be treated as legally equivalent to paper submission.
- 6.10. Fellowship awards are made to the individual awardee, noting clauses below.
- 6.11. It is the responsibility of the awardee to inform the Council of any change of address, telephone number, or email address within two weeks of such a change. This should be done via the online system.
- 6.12. The HEI is responsible for ensuring that awardees have access to effective procedures for resolving problems arising from the administration or supervision of their fellowship.
- 6.13. In the event of an awardee experiencing serious problems with supervision or any other academic matter that cannot be resolved at the department level, they should follow the HEI's own grievance procedures. Should these problems prove to be intractable, the awardee should inform the Council directly.
- 6.14. The HEI should ensure that a clear and reasonable policy on annual leave entitlement exists and that this is made known to the awardee at the start of their fellowship.
- 6.15. Should an awardee be unable to pursue their project in accordance with these Terms and Conditions, the awardee and their mentor must inform the Council and the relevant office(s) in their HEI. The awardee must do this no later than two weeks of such a situation arising. The Council will have regard to the usual conventions of the awardee's HEI; however, it reserves the right to suspend or terminate the fellowship.

7. LOCATION OF THE FELLOWSHIP

7.1. Awardees must:

- 7.1.1. maintain their principal residence in Ireland (as defined) during the fellowship;
- 7.1.2. maintain an actual presence within their respective departments throughout their fellowship and reside within a reasonable travelling distance of the HEI/RPO;
- 7.1.3. satisfy the State's regulations on immigration if not a national of a European Union member state, Iceland, Norway, Liechtenstein or Switzerland. Arrangements with respect to immigration will be a matter for settlement between the awardee, their HEI and the relevant immigration authorities of the State.

7.2. Notwithstanding Clause 7.1, it is recognised that the awardees may benefit from spending part of the fellowship away from their HEI. Such periods may involve:

- 7.2.1. attending courses relevant to the awardee's training. The Council will not normally sanction such courses longer than four weeks in duration;
- 7.2.2. spending part of the academic year engaged in research in Ireland or abroad.

7.3. The Council strongly advocates a variety of experience within the postdoctoral phase of career development.

7.4. Fellows with postdoctoral research experience will normally be supported only at a different HEI/RPO and with a different academic mentor than those where they are currently employed. Requests for exceptions to this guideline will require detailed academic justification as to why this is the preferred option.

7.5. In order to take up such an opportunity of more than four weeks in duration, the awardee must apply in advance to the Council for permission and include the written support of their mentor. The Council will not be liable for any additional fees or expenses associated with such opportunities. Furthermore, travel and personal accident insurance cover while taking up such an opportunity is a matter for agreement between the awardee and their HEI. Information regarding any research-related trips must be documented as part of the required progress reporting.

7.6. While awardees are expected to complete their research at the HEI as originally proposed in their application, it is recognised that exceptional circumstances may call for a change of location or mentor. In these cases, the awardee and proposed new mentor and/or HEI must write to the Council stating the case for change. The Council will examine the submission on its merits and respond with a decision on whether funding will continue in the new circumstances.

8. FINANCIAL ADMINISTRATION AND AUDIT

- 8.1. While the award is made to the individual awardee, the fellowship fund will be administered through the appropriate office within their HEI.
- 8.2. Subject to compliance with these Terms and Conditions and to receipt of satisfactory progress reports, the fellowship fund will be paid to the awardee's HEI, quarterly in advance, with the first instalment to be made as soon as the fellowship commences. It is the HEI's responsibility to coordinate payment of the fellowship fund to the awardee in a timely manner.
- 8.3. Payment of the fellowship fund is wholly subject to the continued receipt of funding by the Council from the Department of Education and Skills and the enterprise partner. In the event of such funding being reduced or discontinued, neither the Department of Education and Skills, the enterprise partner, nor the Council will be under any liability to provide funding or to compensate an awardee for any reduction or cessation of such funding.
- 8.4. The HEI is responsible and accountable for the proper use of the fellowship fund. No funds may be used by the HEI to cover overhead or administrative costs.
- 8.5. The awardee, in collaboration with their mentor, is responsible for appropriate financial planning during the fellowship.
- 8.6. Compliance with Irish laws and regulations on taxation will be a matter for the awardee, the HEI and the Office of the Revenue Commissioners.
- 8.7. Any materials or equipment purchased using the fellowship fund will remain the property of the awardee.
- 8.8. Funding will only be provided for the research project as presented in the application. The written consent of the Council must be sought in advance of any significant departures from the research project during the funding term. Such requests will be independently peer-reviewed and the Council's decision on whether to approve the proposed change(s) will be final.
- 8.9. Funds may only be carried forward from the previous year of the fellowship under the eligible direct research expenses heading. It will not be possible to carry forward funds awarded for salary, PRSI or pension costs.
- 8.10. The Council reserves the right to ask for confirmation from the HEI's external auditors for the following:
 - 8.10.1. that the annual accounts of the HEI are up to date and have been approved by the auditors without qualification;
 - 8.10.2. that the management letter from the auditors raised no matters that did or could significantly affect the administration of a fellowship awarded by the Council;
 - 8.10.3. that monies received under the fellowship have been used for the purpose for which they were awarded.

- 8.11. The Council reserves the right to commission audits of the participating HEI for financial or other compliance. The HEI undertakes to fully facilitate these reviews.
- 8.12. The Council accepts no responsibility, financial, ethical, legal or otherwise, for expenditure or liabilities arising out of work funded by fellowships. The HEI must fully indemnify the Council against all such expenditure or liabilities and against any actions, proceedings, costs, damages, expense claims and demands arising including, in particular, but without limitation, any claims for compensation for which the HEI may be liable as an employer or otherwise, or any claims in relation to intellectual property.
- 8.13. The HEI should ensure that all unspent funds are returned to the Council within six months of the end of an awardee's funding term or early withdrawal.

9. REVIEW OF PROGRESS

- 9.1. The Council attaches considerable importance to procedures for monitoring research performance and ensuring effective progress under the fellowship.
- 9.2. Both the awardee and mentor, together with the HEI, will be required to submit a comprehensive annual progress and financial report. Failure to supply these reports will result in payment of the fellowship being suspended until such a time as they are received.
- 9.3. If unsatisfactory progress reports are submitted, the Council reserves the right to convene a review committee to evaluate the fellowship in accordance with the deliverables outlined in the original proposal. If asked to do so, the awardee and their mentor must attend to provide an account of the progress made to date. The Council will then provide feedback to the awardee indicating that the fellowship be either:
 - 9.3.1. renewed for a further limited period after which the awardee's progress will be reviewed again; or
 - 9.3.2. terminated.

10. ADDITIONAL DUTIES OUTSIDE THE REMIT OF THE FELLOWSHIP

- 10.1. Awardees must engage full-time in research during the funding term and not assume any other duties that would adversely affect their ability to engage in the fellowship on a full-time basis.
- 10.2. Teaching is an essential means for the structuring and dissemination of knowledge and should be considered valuable within the awardee's career. The Council permits awardees to undertake such duties, including supervision, education provision and support activities, provided the following conditions are met:
 - 10.2.1. the awardee obtains prior approval from their mentor and retains a record of same;
 - 10.2.2. the additional duties do not exceed a total of 50 hours per academic term and do not adversely affect the awardee in carrying out their research;

- 10.2.3. the additional duties are relevant to the research funded by the fellowship and consistent with the training and career development plan agreed by the awardee and their mentor.

Where awardees undertake such teaching or demonstration duties as listed above, they should be appropriately remunerated by their HEI. Any such payments will not affect the awardee's total amount of fellowship. Compliance with Irish laws and regulations on taxation will be a matter for the awardee, the HEI and the Office of the Revenue Commissioners.

- 10.3. From time to time, the Council will require the awardee to attend events or meetings as arranged by the Council.

11. ADDITIONAL AWARDS

- 11.1. An awardee will not be eligible to hold a Council fellowship if during the funding term they are in receipt of another bursary or fellowship or a combination of other bursaries or fellowships with a total value greater than €20,000 per annum.
- 11.2. Awardees must inform the Council about the amount and source of any awards or bursaries obtained before or during the funding term. This information must also be recorded in the appropriate progress reports.
- 11.3. Should the awardee apply to another source for an additional award during the funding term, they must state as part of the application (whether or not they are required to do so) that they hold an Irish Research Council Enterprise Partnership Scheme Postdoctoral Fellowship and notify the Council prior to submitting the application. The other funder(s) must agree that the Council fellowship can be held alongside the other award(s). In no circumstances will the Council involve itself in the decisions of other funding agencies.
- 11.4. The Council recognises that, from time to time, awards exceeding the €20,000 per annum limit may independently recognise the outstanding merit of an awardee. Awardees are advised that only in exceptional cases and on a case-by-case basis can such individual awards be held in conjunction with a Council fellowship. The acceptance of such awards during the funding term of the fellowship is subject to prior approval by the Council.
- 11.5. Tax issues which may arise from such bursaries or awards are of concern to the individual fellow and not the Council or HEI/RPO.

12. SUSPENSION OF THE FELLOWSHIP

- 12.1. The Council expects awardees to complete their fellowship in a single continuous period and does not encourage the suspension of awards. Where suspensions are approved, total periods of suspension must not normally exceed one calendar year during the lifetime of the award. The decision to grant a suspension is at the discretion of the Council. With the exception of maternity leave, no financial support is available from the Council to the awardee while an award is suspended.

- 12.2. The Council expects awardees to complete their fellowship in a single continuous period and does not encourage the suspension of awards. Where suspensions are approved, total periods of suspension must not normally exceed one calendar year during the lifetime of the award. The decision to grant a suspension is at the discretion of the Council. With the exception of maternity leave, no financial support is available from the Council to the awardee while an award is suspended.
- 12.3. Awardees may apply to the Council to suspend their award:
 - 12.3.1. for reasons of an eligible career break; or
 - 12.3.2. in order to undertake an internship, where such an internship contributes and is directly relevant to the research project, consistent with the training and career development plan, and does not exceed nine months in duration. Insurance cover in respect of participation in an internship is a matter for agreement between the awardee and their HEI.
- 12.4. Awardees wishing to take maternity leave can request a suspension of their award. A template request form is available for the purpose of requesting approval from the Council. Once approved, the fellowship will be suspended for the period of maternity leave within the guidelines and a new award end date will be calculated. The Council must be informed in writing of the expected commencement date of maternity leave at least four weeks in advance.
- 12.5. Awardees should contact the HEI/RPO regarding their intended maternity leave. In accordance with internal HEI policy on paid maternity leave, some awardees may be eligible for paid maternity leave. Where the research office in the awardee's institution confirms that a awardee is entitled to paid maternity leave, the Council will provide either (i) a top-up to the state benefit (which must be applied for if an individual is entitled) or (ii) cover the full amount of the awardee's fellowship salary for up to six months.
- 12.6. Awardees should contact the Department of Employment Affairs and Social Protection directly to ascertain whether they are entitled to maternity benefits. The awardee will need to provide documentation from the social welfare office confirming the outcome of their application for state maternity benefits or a statement of ineligibility for state benefits. The funding provided by the Council as a top-up to state benefits or to cover paid maternity leave will be in addition to the original fellowship fund amount.

13. TERMINATION OF THE FELLOWSHIP

- 13.1. The Council recognises that, for personal or professional reasons, an awardee may wish to terminate their fellowship prematurely. This action should not be taken without prior consultation with the Council.
- 13.2. Where the awardee intends to prematurely terminate their fellowship, the Council will require evidence of academic progress to the date of departure. In the event that the Council deems the awardee's progress inadequate, the Council may pursue the awardee, HEI, or both for reimbursement of the amounts expended.

14. COMPLETION OF THE FELLOWSHIP

- 14.1. The Council is entitled to obtain information directly from the awardee's HEI in relation to their fellowship.
- 14.2. The Council periodically carries out a destination survey of its awardees. The awardee shall agree to cooperate in responding to this survey.
- 14.3. Where an awardee's contact details change following completion of their award, they should provide updated details via the online system.

15. RESPONSIBILITIES OF THE MENTOR

- 15.1. The Council requires awardees and their mentors to have regular contact. Mentors must be based at the same HEI as the awardee.
- 15.2. It is the responsibility of the awardee's mentor to ensure that if the awardee leaves their HEI or is not dedicating sufficient time or effort to the fellowship, the Council is informed immediately.

16. RESPONSIBILITIES OF THE ENTERPRISE PARTNER

- 16.1. The enterprise partner will nominate an enterprise mentor from the organisation to work with the awardee and their academic mentor, to offer advice and to create a link with the enterprise partner's activities. Contact should be maintained between the enterprise mentor and the awardee throughout the duration of the fellowship.
- 16.2. Eligible enterprise partners may be based anywhere in the world and include but are not limited to:
 - 16.2.1. a well-founded business and research facilities;
 - 16.2.2. a registered charity, a social, cultural or not-for-profit organisation, or a semi-state commercial organisation; a business, a company, a registered charity, a social, cultural or not-for-profit civic organisation, a semi-state commercial organisation or eligible public body that will co-fund the awardee for the duration of the award. A public body is a public service body with specific scientific or cultural infrastructure that is integral to the conduct and completion of the proposed research.
 - 16.2.3. If a public body or higher education institution is an eligible research performing organisation, it is not an eligible enterprise partner under this scheme.
- 16.3. In the event of an enterprise partner changing its name or merging with another entity, the contractual obligation will remain as is.
- 16.4. Where feasible and appropriate, the enterprise partner is encouraged to provide a placement period for the awardee at its facilities. This will be agreed with the Council and the academic mentor before the fellowship commences.

- 16.5. The enterprise partner is expected to cover the cost of all expenses (e.g. travel and accommodation costs) incurred by the awardee as a result of periods spent on placement with the enterprise partner. The awardee should not be out of pocket due to undertaking such a placement.
- 16.6. The contribution from the enterprise partner will constitute one-third of the total value of the fellowship of €30,616.67. This forms part of the fellowship and is not additional funds.
- 16.7. Eligible NGOs may avail of a waiver for the first year enterprise partner contribution for all new applications to the scheme. To be eligible for this waiver, NGOs must seek pre-approval from the Council by 28 August 2018. Formal members of Dóchas (full membership and associate) and members of the Wheel who fit the definition in 1.14 may apply for this waiver. Waiver approval is at the sole discretion of the Council. Should a waiver be approved, the total contribution for a two-year fellowship will be €15,308.33.
- 16.8. The Council will issue the first invoice to the enterprise partner for payment of this contribution on receipt of the signed contract from the awardee. Subsequent invoices will be issued annually over the lifetime of the fellowship. Typically, invoices will be issued one month before the start of the award. The enterprise partner's fellowship contribution will be paid to the Council by electronic transfer within 30 days of receipt of invoice. Failure to do so will result in the award being suspended.
- 16.9. The transfer of fellowship funds from the Council to the HEI is contingent upon the Council's receipt of the enterprise partner's contribution within the period in which it is due.

17. ETHICS AND QUALITY ASSURANCE

- 17.1. The Council is not in a position to award funding for research activity under any of the following prohibited areas:
 - 17.1.1. human cloning for reproductive purposes;
 - 17.1.2. 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);
 - 17.1.3. 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.
- 17.2. The HEI is responsible for ensuring that ethical issues relating to an awardee's 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. Where necessary, awardees will be required to confirm that they have obtained the appropriate ethical approval to carry out their research project from the relevant approval or regulatory body at their HEI.

- 17.3. The HEI is responsible for ensuring that the awardee's 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.
- 17.4. The awardee, enterprise partner and HEI must follow good practice on data protection, management and security. The Council cannot be held legally liable for interference by any third party.

18. RESEARCH INTEGRITY

- 18.1. The HEI must ensure that the highest quality of research conduct is maintained and that there are formal, fair and effective processes in place for the investigation of allegations of research misconduct if they arise. 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](#).
- 18.2. The HEI is required to report to the Council all findings of any proven case of research misconduct arising from a Council-funded research project.

19. KNOWLEDGE TRANSFER

- 19.1. 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 \(2012\)](#).
- 19.2. In line with the national policy document identified above, foreground IP generated will be owned by the higher education institution. In exceptional circumstances, preferential terms for the enterprise partner may be negotiated if the HEI is of the view that the interest of Ireland is best advanced through the utilisation of this option.
- 19.3. The Council does not make any claim to IP arising from the fellowship.
- 19.4. A research agreement (including reference to IP rights and confidentiality) must be in place between the HEI and the enterprise partner before the fellowship can commence. The terms of any such agreement must not conflict with those outlined in this document.
- 19.5. The enterprise partner and the HEI must establish rules and procedures for protecting and managing any IP arising during the fellowship. These rules and procedures must be in accordance with national guidelines.
- 19.6. The Council requires that background IP is captured clearly by the HEI and the enterprise partner prior to initiation of the project, so that there is clarity on who has access to background IP and declarations made on the basis of same. Good practice through the maintenance of notebooks and records must be adhered to.

- 19.7. A copy of the research agreement between the HEI and the enterprise partner must be made available to the Council and be in place for the award to commence. Appendix II includes the recommended template for IP agreements.

20. OPEN ACCESS

- 20.1. Awardees are expected to adhere to the Council's policy relating to the placement of research publications in open access repositories, which is available [here](#). It is accepted that there will be recognised instances in which this might not be feasible; in these cases, the awardee should contact their mentor for advice.

21. SEX/GENDER DIMENSION

- 21.1. The Council supports gender equality in the research and innovation system. The Council's *Gender Strategy & Action Plan 2013–2020* is available [here](#). All awardees 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.
- 21.2. Where the awardee 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).

22. ACKNOWLEDGEMENT OF COUNCIL FUNDING

- 22.1. All publicity, including interviews, email signatures, letterheads, office signs, public lectures, publications, monographs, print materials, online materials, press releases, television and radio advertisements, formal social media, websites, film, and video/audio recordings associated with or arising from the research undertaken by the fellow must contain acknowledgement of funding received from the Council. Where possible, the Council's logo should be included in any such acknowledgement.
- 22.2. Awardees are expected to adhere to the Council's policy relating to the acknowledgement of its funding at all times. The policy is available [here](#).

23. DIGNITY IN THE CONDUCT OF RESEARCH

- 23.1. The Council supports a research system in which individual researchers are enabled to reach their full potential at all stages of their career. Awardees and their mentors 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](#).
- 23.2. 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.

APPENDIX I RESEARCH COSTS

- Only vouched expenses incurred in carrying out the research project during the agreed funding term are permissible.
- These may include, but are not limited to:
 - > materials and consumables;
 - > equipment costs;
 - > software and hardware critical for the proposed research⁵;
 - > pay-as-you-go access to national research infrastructures;
 - > archival research costs;
 - > reasonable travel, subsistence and conference costs⁶;
 - > skills training directly related to the objective(s) of the fellowship;
 - > publishing and write-up costs;
 - > reasonable travel and refreshment costs for subjects and volunteers in studies⁷.
- Living costs (e.g. rent) are not permissible.
- Awardees must adhere to institutional guidelines in relation to eligible direct research expenses at all times.
- The HEI must ensure proper financial management of the award and accountability for the use of public funds. It should also ensure that all unspent funds are returned to the Council at the end of the funding term.

⁵ A maximum limit of €1,000 for computers or laptops applies unless required for high-performance computing.

⁶ Only reasonable and vouched travel and subsistence expenses for travel directly related to the fellowship are permissible. A per diem rate will not be offered to fellows in cases where vouched receipts are not provided.

⁷ Incentives (such as cash or gift vouchers) for participation are not considered eligible costs.

APPENDIX II SAMPLE IP AGREEMENT

Dated _____ 20[•]

(1) [*Full legal name of the HEI*]

and

(2) [*Full legal name of the enterprise partner*]

and

(3) [*Full name of the awardee*]

IRISH RESEARCH COUNCIL ENTERPRISE PARTNERSHIP SCHEME

Agreement relating to the Irish Research Council Enterprise Partnership Scheme

This Agreement dated _____ 20[●] is between:

[●] (the 'HEI'); [an academic institution incorporated or established under [statute or charter in Ireland],] whose [principal address or registered office] is at [●] and

[●] (the 'enterprise partner'), [a company or insert relevant entity type incorporated in [●] with registration number [●],] whose [principal place of business or registered office] is at [●] and

[●] (the 'awardee'), the person awarded the fellowship whose principal place of residence is at [●].

Background

- A. The Irish Research Council ('the Council') operates the Enterprise Partnership Scheme Postdoctoral Fellowship ('the programme') to provide opportunities to suitably qualified individuals to link with an enterprise partner and pursue a postdoctoral fellowship in any discipline at an eligible HEI within Ireland.
- B. The HEI, the awardee and the enterprise partner have by acceptance of this award, agreed to be bound by the Terms and Conditions of the programme ('the Council Terms').
- C. The awardee and the enterprise partner both acknowledge that under the Council Terms the HEI is made responsible for the distribution of the fellowship fund in the manner specified therein, and both agree to cooperate with the HEI and notwithstanding any other provision of this Agreement to do all such acts and things as may reasonably be required of each of them in order to facilitate the discharge by the HEI of its obligations under the Council Terms in a timely manner and otherwise to ensure compliance with their own obligations under the Council Terms.
- D. This Agreement sets out the way in which the fellowship will be managed by the HEI, the awardee and the enterprise partner and deals with, among other things, intellectual property rights and confidentiality arising from the programme.

The parties agree as follows:

Interpretation

Definitions. In this Agreement (and the background recitals above), unless the context requires otherwise, or unless otherwise specified, the following words shall have the following meanings:

Academic mentor	Shall mean the person or persons responsible for supporting and guiding the awardee and ensuring the quality of the research produced under the fellowship.
Background IP	Any intellectual property in the same or related fields to the research contemplated by this Agreement, developed, owned, licensed to or otherwise controlled by a party prior to the commencement date or generated by that party independently of the project and, in each case, made available by that party for use in connection with the project in accordance with the process set out at Clause 7.3. A list of background IP as at the date of this Agreement is set out in Schedule 2.
Commencement date	The commencement date as set out in Schedule 1.
Completion date	The completion date as set out in Schedule 1.

Confidential information	<p>Any information relating to the business, affairs, technology, products or processes of a disclosing party that:</p> <p>in respect of information provided in documentary form or by way of a model or in other tangible form, at the time of provision is marked or otherwise designated to show expressly, or by necessary implication, that it is imparted in confidence;</p> <p>in respect of information that is imparted orally, described by the disclosing party, or its representatives to the receiving party, as being confidential at the time of disclosure (and confirmed in writing, marked confidential and sent to the receiving party within 28 days of the oral disclosure);</p> <p>is a copy of any of the foregoing; or</p> <p>due to its character or nature, a reasonable person in a like position to the receiving party and under like circumstances would consider confidential.</p>
Disclosing party	The party disclosing confidential information to the other party in connection with the project.
Enterprise mentor	Shall mean the person or persons designated by the enterprise partner as being responsible for supporting and mentoring the awardee relating to the enterprise partner's involvement in the fellowship.
Enterprise partner	Shall mean a business, a company, a registered charity, a social, cultural or not-for-profit organisation, or a semi-state commercial organisation.
Exercise notice	Written notice from the enterprise partner to the HEI that it wishes to exercise the option.
FOIA	The Freedom of Information Act, 2014, as amended, revised, modified or replaced from time to time.
Project foreground IP	All intellectual property generated by the parties in the performance of the project.
HEI	Higher education institute; shall mean a recognised HEI.
Intellectual property (IP)	All intellectual property of any description including know-how copyright, trademarks, database rights, design rights, patents, utility models, and applications for and the right to apply for any of the foregoing items.
Council Terms	The Irish Research Council Enterprise Partnership Scheme Postdoctoral Fellowship Terms and Conditions as set out in Schedule 3.

Know-how	Any unpatented technical information (including, without limitation, information relating to inventions; discoveries; concepts; methodologies; models; research; development and testing procedures; the results of experiments, tests and trials; manufacturing processes, techniques and specifications; quality control data, analyses, reports and submissions) that is not in the public domain.
Negotiation period	[90] days from and including the date of the exercise notice, being the period within which the parties must negotiate and conclude a licence.
Notice party	A party in respect of whom notice of termination is issued by the other party pursuant to Clause 12.1.
Option	The option to negotiate a licence to HEI foreground IP granted by the HEI to the enterprise partner pursuant to Clause 7.8.
Parties	The HEI, the enterprise partner and the awardee, and 'party' shall mean any of them.
Personnel	The officers, directors, employees, contractors, researchers or registered students of a party.
Project	The programme of work to be carried out by the parties as described in the project plan in Schedule 1.
Publishing party	Any party intending to publish any results of the project.
Receiving party	The party receiving confidential information from the other party in connection with the project.
Reviewing party	The party other than the publishing party.
Fellowship fund	Shall mean the funding for the fellowship.

In this Agreement, unless the context requires otherwise:

- the headings are used for convenience only and shall not affect its interpretation;
- references to persons shall include incorporated and unincorporated persons; references to the singular include the plural and vice versa; and references to either gender include the other and the neuter;
- references to clauses and schedules mean clauses of, and schedules to, this Agreement;
- references in this Agreement to termination shall include termination by expiry;
- where the word 'including' is used it shall be understood as meaning 'including without limitation';
- time shall be construed by reference to time in Ireland;
- 'this Agreement' mean the clauses of, and the schedules to, this Agreement, all of which shall be read as one document;
- 'business day' shall be construed as a reference to a day (other than a Saturday or Sunday) on which the banks are generally open for business in Ireland.

If any ambiguity or question of intent or interpretation arises, this Agreement shall be construed as if drafted jointly by the parties and no presumption or burden of proof shall arise favouring or disfavouring any party by virtue of the authorship of any of the provisions of this Agreement.

Scope of the Project

Project. The parties shall carry out the project described in Schedule 1 with support from the academic mentor and enterprise mentor.

Duration. The project shall be carried out from the commencement date until the completion date or until such later date as may be agreed in writing between the parties, or until it is terminated in accordance with the terms of this Agreement.

Review of Progress

The parties shall agree a programme of work on a planned basis in order to complete the research project proposed by the awardee and approved by the Council. The parties agree to update the programme of work at an agreed frequency.

The parties will hold review meetings on an agreed basis.

Responsibilities of the HEI

The HEI will support the awardee to undertake further research for the purpose of completing their fellowship.

Responsibilities of the Awardee

The relationship between the HEI and the awardee is purely for attainment of further educational qualifications. The relationship between the HEI and the awardee is governed by the terms of the HEI academic regulations in force for the time being and from time to time this Agreement. The awardee:

- shall comply with the Council Terms;
- shall follow the reasonable instructions of the academic mentor that are issued;
- is responsible for submitting the annual joint progress reports on time to the Council. A copy of all reports must be submitted to the HEI.

Responsibilities of the Enterprise Partner

The enterprise partner shall:

- comply on a continuing basis with its obligations under the Council Terms;

- support the awardee to undertake their fellowship in accordance with the Council Terms and, where feasible and appropriate, provide a placement period for the awardee at its facility;
- use all reasonable endeavours to enable the awardee to meet the awardee's obligations under this Agreement;
- hold the HEI harmless and pay all costs that fall due to the Council as a result of the enterprise participant's actions in breach of this Agreement.

Intellectual Property (IP)

In this Agreement:

- a person shall be taken to participate in the generation of:
 - (i) an invention, only if they are considered the, or an, inventor of that invention under Irish patent law as it stands on the date on which the invention is made;
 - (ii) copyright, only if they are the, or an, author of the work in question for the purposes of Irish copyright law as it stands on the date on which the work is generated;
 - (iii) know-how or information, only if they make a significant intellectual contribution to its generation for these purposes; the contribution of previously generated intellectual property does not constitute a significant intellectual contribution;
- the term 'generated' includes a reference to the expressions 'discovered', 'conceived', 'first reduced to practice', 'created', and 'developed', and terms cognate with the term 'generated' shall be understood accordingly.
- Background IP. Each party shall retain all right and title to and interest in its own background IP. Nothing in this Agreement shall affect ownership of any background IP. No licence to use any background IP is granted or implied by this Agreement except the rights expressly granted in this Agreement.
- Register of IP.
- Schedule 2 sets out a list of background IP that the parties have agreed to make available for the project as at the date of this Agreement, together with details of any restrictions or encumbrances on the use of that background IP.
- Any party wishing to make available background IP for use in the project after the date of this Agreement shall provide the other party with a written description of the background IP together with details of any restrictions or encumbrances on the use of that background IP.
- The HEI shall maintain a register of background IP contributed to the project detailing the name of the contributing party together with details of any restrictions or encumbrances on its use specified by the contributing party.
- No party may withdraw or make any amendments to the terms and conditions of any background IP without the prior written approval of the other party (such approval shall not be unreasonably withheld or delayed).
- Use of background in the project. Each party grants to the other party a royalty-free, non-exclusive licence to use and permit its personnel who are involved in the project to use its background IP for the purposes of carrying out the project, but for no other purpose. Neither party may grant any sub-licence to use the other party's background IP.
- Notification of results. Each of the parties shall notify the other promptly after identifying any experimental result that it believes is patentable or otherwise protectable, and will supply copies of those results. All other experimental results will be reported according to the reporting arrangements in the project plan described in Schedule 1.
- Project foreground IP. All right and title to and any interest in any and all project foreground IP shall vest and remain vested in the HEI. To the extent that any project foreground IP is capable of prospective assignment, the enterprise partner and the awardee now assigns that project foreground IP to the HEI; and to the extent that any project foreground IP cannot be prospectively assigned, shall assign such project foreground IP as and when that project foreground IP is created, at the request of the HEI from time to time. At the request and expense of the HEI, the enterprise partner shall execute such documents as may be necessary to transfer title to the HEI and apply for patents or other protections for such project foreground IP.
- The HEI grants to the enterprise partner a first option to negotiate a licence to commercially exploit any project foreground IP. If the enterprise partner wishes to exercise an option, it shall give an exercise notice to the HEI prior to the completion of the project. Upon receipt of an exercise notice, the parties acting reasonably shall promptly enter into negotiations in good faith with a view to the conclusion of a licence agreement in respect of the HEI foreground IP during the negotiation period. If the industry party does not exercise its option during the term of the

project or the parties are unable to agree the terms of a licence agreement within the negotiation period, that option shall lapse.

- Where HEI staff other than the awardee have contributed to the creation of project foreground IP in the course of the project, the HEI grants to the enterprise partner, where it is free to do so, a first option under the terms as described in Clause 7.7.
- Any such licence shall be on fair and reasonable commercial terms and subject to separate agreement.
- Research rights. Notwithstanding the grant of any exclusive licence to project foreground IP, the HEI shall have a non-exclusive, irrevocable, perpetual, royalty-free right to utilise the foreground IP for internal teaching and research, but for no other purpose. The rights of the HEI under this Clause are subject to the confidentiality restrictions in Clause 8 and the rules on publication in Clause 9.
- IP protection. The HEI shall consult with the enterprise partner in respect of the IP protection strategy and associated costs for the project foreground IP, including application for patents or other protections. The HEI shall be responsible for the costs of such IP protection until the project foreground IP is licensed to the enterprise partner, and any such licence shall include terms that relate to ongoing IP costs and the reimbursement of [a contribution to] the previous direct costs of this IP protection.
- Step-in rights. If the HEI chooses not to file, prosecute or maintain any IP protection for the foreground IP, the HEI shall give the enterprise partner notice within a reasonable period prior to the potential loss of rights, and if the enterprise partner so requests, the HEI shall (at the cost and expense of the enterprise partner) prepare, file, prosecute and maintain such IP protection as the enterprise party sees fit.
- State aid. The grant of any assignment of, or licence to, IP pursuant to Clause 7.8 is subject to compliance with EU state aid rules, and the parties shall use all reasonable endeavours to ensure that the terms of any such assignment or licence do not give rise to unlawful state aid.

Confidentiality

Confidentiality obligations. Each receiving party undertakes to:

- maintain as secret and confidential all confidential information obtained directly or indirectly from the disclosing party in the course of or in anticipation of this Agreement and to respect the disclosing party's rights therein;
- use such confidential information only for the purposes of this Agreement;
- disclose such confidential information only to those of its personnel to whom and to the extent that such disclosure is reasonably necessary for the purposes of this Agreement;
- ensure that all those to whom disclosure of or access to such confidential information has been given comply with the provisions of this Agreement, and the receiving party shall be liable to the disclosing party for any breach of this Agreement by any of the foregoing.

Exceptions to obligations. The provisions of Clause 8.1 shall not apply to confidential information which the receiving party can demonstrate by reasonable, written evidence:

- was, prior to its receipt by the receiving party from the disclosing party, in the possession of the receiving party and at its free disposal; or
- is subsequently disclosed to the receiving party without any obligations of confidence by a third party who has not derived it directly or indirectly from the disclosing party; or
- is independently developed by the receiving party by individuals who have not had any direct or indirect access to the disclosing party's confidential information; or
- is or becomes generally available to the public through no act or default of the receiving party or its personnel.

Disclosure in accordance with legal obligations. To the extent that the receiving party is required to disclose any of the disclosing party's confidential information by order of a court or other public body that has jurisdiction over it or under other statutory or regulatory obligations, it may do so, provided that before making such a disclosure the receiving party shall unless it is prohibited from so doing by law:

- inform the disclosing party of the proposed disclosure as soon as possible, in any event, no later than five (5) business days after becoming aware of the proposed disclosure;
- cooperate with the disclosing party's reasonable, lawful efforts to resist, limit or delay such disclosure (at the cost and expense of the disclosing party).

Disclosure of any confidential information pursuant to any such order or requirement shall not be deemed to render it non-confidential, and the receiving party's obligations with respect to such confidential information shall not be changed or lessened by virtue of any such disclosure, unless such disclosure results in one or more of the exceptions listed in Clause 0 above applying to that confidential information.

Freedom of Information Act (FOIA). The enterprise partner acknowledges and agrees that the HEI is subject to the FOIA and the codes of practice issued under the FOIA as may be amended, updated or replaced from time to time. The employment partner agrees that all requests under the FOIA relating to this Agreement and any other relevant records will be processed by the HEI under the terms of the FOIA. The HEI and the enterprise partner shall communicate and cooperate in relation to the processing of any requests under the FOIA.

Notice of breach. Each party shall give notice to each of the other party of any unauthorised use, disclosure, theft or other loss of that other party's confidential information as soon as is practicable after becoming aware of it.

Duration of obligations. The obligations of confidentiality and non-use set out in this Clause 8 shall survive termination of this Agreement for any reason for a period of [five (5)] years from the date of termination.

Publication

The parties recognise the Council policy relating to the placement of research publications in open access repositories as set out in the Council Terms. The parties agree that the HEI and its authorised personnel and the awardee shall be entitled to make oral, written or other public disclosures of the results of the project and the foreground intellectual property, including but not limited to:

- making presentations at seminars, symposia, professional meetings;
- publishing in journals, or otherwise of their own choosing, methods and results in accordance with normal academic practice;
- provided that the publication has been approved by the academic mentor and enterprise partner, in accordance with Clauses 9.2, 9.3 and 9.4 below.

Prior consultation. The publishing party shall submit its proposed publication in writing to the reviewing party at least 30 days before submitting it for publication.

Delay for protection of IP. If the reviewing party believes that a delay is needed in order to seek patent or similar protection for any of the reviewing party's background IP or any foreground IP, the reviewing party may by giving written notice to the publishing party require the publishing party to delay the proposed publication for a maximum of 90 days or other such time as both parties may agree, or until any affected IP is protected, whichever is the sooner.

Removal of confidential information. All foreground IP shall be treated as confidential information belonging to the industry party. The reviewing party may by giving written notice to the publishing party require the removal of any of the reviewing party's confidential information from the publication.

Assumed permission. If the publishing party does not receive a written objection from the reviewing party within 30 days of submission of notification of publication, then permission to publish shall be deemed to have been given.

The awardee must receive written approval from the academic mentor and the enterprise participant to proceed with the publication.

Warranties and Undertakings

No implied warranties etc. Each party acknowledges that, in entering into this Agreement, it does not do so in reliance on any representation, warranty or other provision except as expressly provided in this Agreement, and any conditions, warranties or other terms implied by statute or common law are excluded from this Agreement to the fullest extent permitted by law.

No warranty or representation is provided by the HEI that the awardee will obtain any qualification. The award of any such qualification shall be subject to satisfactory progression and solely at the HEI's discretion in accordance with the HEI's academic regulations for the time being and from time to time.

Only the awardee has rights of appeal where such academic regulations are applied.

Entitlement to enter the contract. Each party warrants to the other that it has full power and authority under its constitution and has taken all necessary actions and obtained all authorisations, licences, consents and approvals to allow it to enter into this Agreement.

No other warranties. Neither party warrants or undertakes that any result or outcome, whether stated in this Agreement or not, shall be achieved, be achievable or be attained at all or by a given completion date or any other date, nor does either party give any warranty that the content or use of any results, intellectual property, reports, information or other materials provided in connection with this Agreement will not constitute or result in any infringement of third-party rights.

Liability and Insurance

The HEI shall have no liability to the enterprise partner other than for breach of its obligations in accordance with Clause 8 (Confidentiality). Notwithstanding the foregoing, the HEI's total liability in contract, tort or otherwise arising out of or in connection with or in relation to this Agreement and the research project, excluding breaches of Clause 8 (Confidentiality), shall be limited to an amount in euro equal to the amount of the fellowship fund paid by the HEI to the enterprise partner during the preceding 12-month period.

Termination

This Agreement shall continue until the earlier of cessation of the project in accordance with Clause 9 of the Council Terms:

- following all appeals, the awardee has received written confirmation that they have failed to meet the progression requirements as set out in the HEI academic regulation;
- the enterprise partner becomes insolvent;
- agreement in writing between the HEI and the enterprise partner that this Agreement should terminate.

Survival of obligations. On termination or expiration of this Agreement for any reason, all rights and duties of the parties with regard to each other will cease except for rights and remedies which may have accrued prior to termination or expiration and any rights and/or obligations which expressly or by implication are intended to commence, survive or continue in effect on or after termination or expiration. Without prejudice to the generality of this clause, the termination or expiration of this Agreement will not affect Clauses 6, 7, 8, 9, 11 and, to the extent applicable, 0 which shall survive the expiration and/or termination of this Agreement.

General

Amendments. This Agreement may only be amended in writing signed by duly authorised representatives of the parties.

Assignment. Neither party may assign, mortgage, charge or otherwise transfer any or all of its rights and obligations under this Agreement without the prior written agreement of the other party.

Notices. All notices given by either party to the other pursuant to this Agreement shall be in writing and may be delivered by pre-paid post, registered courier or by hand to:

	Enterprise partner contact:	HEI contact:
Name	[●]	[●]
Title	[●]	[●]
Address	[●]	[●]

Any such notice, if so given, shall be deemed to have been served:

- if sent by hand, when delivered;
- if sent by post or courier, one business day after posting.

Severability. If the whole or any part of a provision of this Agreement is or becomes illegal, invalid or unenforceable under the law of any jurisdiction, that shall not affect the legality, validity or enforceability under the law of that jurisdiction of the remainder of the provision in question or any other provision of this Agreement and the legality, validity or enforceability under the law of any other jurisdiction of that or any other provision of this Agreement.

Counterparts and signatures. This Agreement may be executed in counterparts all of which taken together shall constitute one single agreement between the parties. Transmission of an executed counterpart of this Agreement by fax or email (in PDF, JPEG or other agreed format) shall take effect as delivery of an executed counterpart of this Agreement. If either method of delivery is adopted, without prejudice to the validity of the agreement thus made, each party shall provide the others with the original of such counterpart as soon as reasonably possible thereafter.

Announcements. Neither party shall make any press or other public announcement concerning any aspect of this Agreement or make any use of the name of the other party in connection with or in consequence of this Agreement without the prior written consent of the other party.

Law and jurisdiction. This Agreement and any non-contractual obligations arising out of or in connection with this Agreement shall be governed by and construed in accordance with the laws of Ireland, and each party agrees to submit to the exclusive jurisdiction of the courts of Ireland.

Agreed by the parties through their authorised signatories:

SIGNED For and on behalf of the HEI:

[Insert full legal name of the HEI]

Signed

Name

Title

Date

SIGNED For and on behalf of:

[Insert full legal name of the enterprise partner]

Signed

Name

Title

Date

SIGNED by the awardee

Signed

Name

Title

Date

Agreed and acknowledged by the academic mentor

Signed

Name

Title

Date

Schedule 1

Project Plan

Commencement date	
Completion date	
Scope of project	[Insert the project plan as agreed for funding under the Irish Research Council Enterprise Partnership Scheme Postdoctoral Fellowship Terms and Conditions]

Schedule 2

Register of Background IP

HEI Background IP

Describe background	List any relevant restrictions and encumbrances associated with the background
[•]	[•]
[•]	[•]

Enterprise Partner Background IP

Describe background	List any relevant restrictions and encumbrances associated with the background
[•]	[•]
[•]	[•]