



**Workshops to cultivate Interdisciplinary Research in Ireland-
Call for Proposals from Research-Performing Organisations:
FAQs 26 November 2018**

Is there a proposal template available for this application for funding?

Proposals should adhere to the guidelines in the Call for Proposals. There is no proposal template.

Does the workshop need to take place in the lead applicant's home institution or can the workshop take place in a more centrally accessible institution of the other consortium partners?

The workshop does not need to be held in the lead applicant's home institution.

Could you clarify whether non-academic members of staff on an HEI are eligible to be lead applicants in a Creative Connections application?

Proposals are sought for consortia of institutions. This is not a Call for Interdisciplinary Research and, therefore, the need for a named Principal Investigator does not arise.

Proposals will include a nominated person within the lead applicant institution to act as a contact point for the Council. This nominated person need not necessarily be an academic member of staff.

Would it be appropriate to apply to this scheme to cultivate interdisciplinary research between an Irish HEI and partners in the UK and Germany, for example? Or do all the organisations involved need to be based in Ireland?

Only proposals from consortia, which must include a minimum of two eligible RPOs, will be accepted. See <http://research.ie/about-us/policies/> for details of eligible RPOs. The call is aimed at institutional-level applications and is designed to support national, inter-institutional progress on the cultivation of interdisciplinary research.

Consortium partners can be drawn from outside the island of Ireland; however, consortia must include at least two Irish eligible RPOs, of whom one must be the lead applicant.

Is Queen's University Belfast eligible as a participating RPO (as opposed to a lead RPO)? It is not included on the IRC list of eligible RPOs, but the call documents state that RPOs on the island of Ireland should be eligible to participate.

Consortia may wish to consider working on an All-Ireland basis, to include QUB and/or the University of Ulster. However, consortia must include at least two Irish eligible RPOs, of whom one must be the lead applicant. Funding cannot be allocated to RPOs outside the Republic of Ireland.

In the call document for the Creative Connections Scheme, reference is made to consortia including a minimum of two RPOs. However, only 3 RPOs are listed - the ESRI (The Economic and Social Research Institute); Teagasc and the Discovery Programme. Given that consortia in the last call were made up of mainly HEIs, would we be correct in thinking that the minimum of 2 RPOs includes HEIs (as on the list of eligible HEIs and RPOs) and not just the 3 RPOs on the list?

Please see <http://research.ie/about-us/policies/> for a list of eligible organisations, which include Higher Education Institutions and Research Performing Organisations.

Can you confirm whether Research Offices are required to endorse applications? Judging from the call document, my understanding is that there isn't a mechanism for us to endorse applications where the lead applicant is based in NUI Galway. Can you confirm if this is correct? The call document also states that:

- The proposal submitted by the lead applicant should include a letter of commitment from each of the other consortium partners, signed by a senior representative

Who should this 'senior representative' of the consortium partners be? For instance, if an NUI Galway staff member is partnering in an application, is the Research Office expected to provide this letter? Or should it be signed, for instance, by their Head of School, or Dean?

Consortium proposals must be signed by the Registrar or Vice-President for Research. Similarly, for RPO partners, the Vice-President for Research or Registrar must sign the letter of support. For non-RPO partners, the Chief Officer of the organisation should sign the letter of support. Research office endorsement is not required.

It is stated that a letter of commitment from each of the other consortium partners is required. Are these letters needed as part of the 10-page proposal during the application stage? If so, if three letters of commitment are required, is the proposal itself reduced to 7 pages?

The page limit does not include letters of commitment.

Another quick question is whether overheads are an eligible expense, and whether there are stipulations/expectations on their amount.

Overheads are not an eligible cost. Please see example of eligible costs in the Call for Proposals.

Is there scope in the budget for part-time admin pay (to help organise a workshop/event)? If so, what can it be categorised as?

Up to €12,000 is available to contribute to the costs of any one workshop. It is a matter for the consortia to decide how the funding is utilised, consistent with the policies and procedures of the member institution(s).

Can the IRC provide a template/example for the Letter of Commitment (required from each consortium partner)? If not, can you please clarify as to what key points the Letters will need to confirm to be acceptable?

As indicated in the Call for Proposals, the proposal submitted by the lead applicant should include a Letter of Commitment from each of the other consortium partners, signed by a senior representative.

There is no template Letter of Commitment. Such letters must be signed by the relevant RPO's Registrar or Vice-President for Research. At a minimum, the letter should:

- Include summary information (title of the workshop, membership of the consortium);
- Confirm the RPO's support for the proposal; and
- State any specific rationale for the RPO's support.

I just wanted to enquire about the Creative Connections Interdisciplinary Research call. Can I just confirm, do the workshops themselves need to take place in Ireland? Or would applications from eligible HEIs/RPOs in Ireland for workshops which would take place in Northern Ireland or the UK be eligible?

Consortia are welcome to consider working on an All-Ireland basis and partners can be drawn from outside the island of Ireland, as stated above. However, it is expected that the workshops would take place in the Republic of Ireland.