Researcher of the Year Awards 2019

**ACADEMIC INSTITUTION OVERVIEW FORM**

Academic institutions should select two researchers (one male and one female) for each category entered. Nominations (one male and one female) may be submitted under one or both categories. Receipt of more than two nominations per category from the same academic institution is not permitted.

Designated research officers should forward the nominee forms together with this academic institution overview form to [rotya@research.ie](mailto:rotya@research.ie) no later than **4pm (Irish time) on 26 September 2019**. The nominee forms should be submitted as Word or editable PDF files. This academic institution overview form (with signature and institutional stamp) may be submitted as a scanned PDF.

|  |  |
| --- | --- |
| **Name of academic institution:** |  |
| **Name of designated research officer:** |  |
| **Position of designated research officer:** |  |
| **Email address of designated research officer:** |  |

|  |  |
| --- | --- |
| **Category:** | **Nominee:** |
| **Category one** — **Researcher of the Year** | 1. |
| 2. |
| **Category two** — **Early-Career Researcher of the Year** | 1. |
| 2. |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Yes** | **No** |
| **Do the nominees fulfil the eligibility criteria as set out in the** [**guidelines**](http://research.ie/assets/uploads/2019/05/ROTY-2019_Guidelines.pdf)**?** | |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Yes** | **No** |
| **Have you maintained a gender balance across your nominations?** | |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  |  | **Yes** | **No** |
| **Was a self-nomination process used to select nominees?** | |  |  |

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| --- |
| **Please provide a brief description of the process used to select nominees within your academic institution:** |
|  |

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| --- | --- | --- |
| **Date:** | **Signature:** | **Institutional stamp:** |
|  |  |  |