

Ulysses 2025 Frequently Asked Questions

FAQs will be published every week until the 5th April 2024 except when no new FAQs are submitted.

New questions will be marked ****New****

Updated questions will be marked ****Updated****

Similar questions have been grouped under the following headings:

1. Eligibility
2. Applying to the programme
3. Conditions of award

1. Eligibility

Is the participation of Early Career Researchers (ECRs) mandatory? And how is an ECR defined?

The participation of early career researchers is mandatory. An early career researcher is defined as a current PhD student, or a postdoc who has submitted their PhD thesis within the last 5 years.

Are all Irish-based named participants or team members supposed to be based either in an Irish HEI or an Irish research performing organisation?

Yes, all Irish-based team members should be based in an [eligible](#) Irish HEI or research performing organisation for the duration of the award period.

2. Applying to the programme

Does the following from the Call Document refer to the applicant/proposed grant holder or to the Research Office? *"One electronic copy of the application form and all related attachments must be submitted to the IRC via email to ulysses@research.ie by a person authorised by their institution to hold responsibility for research grants"*.

The higher education institution (HEI) representative must endorse each Ulysses application in accordance with the Ulysses Call Document and Terms and Conditions. A provision of that endorsement is that the HEI representative verifies one electronic copy of the application form and all related attachments is submitted by a person authorised by their institution to hold responsibility for research grants. **If the applicant is authorised by the institution to hold responsibility for research grants the applicant can submit directly. If the Research Office holds this responsibility for research grants, the Research Office must submit the application on the applicant's behalf.**

Can those who will benefit from the award, but not actually be receiving any budget or travelling themselves be named in the application (e.g. postgraduate researcher)? If yes, do they need to provide their CV even if they will not get any of the budget or travel themselves?

Yes, all those who will participate in the research linked to the award should be named in the application and their CVs should be provided too.

Can you confirm that electronic signatures/institutional stamp are acceptable?

Yes, electronic signatures are acceptable, and an institutional stamp is required.

Does the CV of the French partner need to be provided in English or can it be in French?

The Irish partner should provide an English translation of the French Partner's CV.

Does the fact an application is signed by the Vice-President for Research suffice or does the RDO need to provide a list of people authorised to submit their applications too? What do the IRC need in order to accept that an applicant is authorised to submit their proposal?

No list is required. The higher education institution (HEI) must be able to stand over their applicant having research grant responsibility, unless it is the case that only the research office within the HEI holds this research grant responsibility. In that case then the research office should submit the application and not the applicant. This may vary from HEI to HEI.

In the table for the budget in section 4 of the application (Resources Required), is it limited to three researchers or is it possible to edit the table to include more than three researchers?

It is permissible to edit the table to include more researchers.

Is it OK to use hyperlinks in an application such as the links to company's that are given as an example of private industry players in the field? **New******

Applicants should not use hyperlinks in their application forms.

Is it possible to insert images (graphs etc) into the proposal form? **New******

Yes, the use of images and graphs is permitted. However, applicants are recommended to avoid larger files as this may lead to issues with the digital transfer of the application form.

When calculating the overnight rates for travel to France, should applicants rely on the domestic rates from Circular 23/2021, or the foreign accommodation rates from Circular 07/2017? **New******

The foreign accommodation rates from Circular 07/2017 ([see the circular here](#)) should be used.



3. Conditions of award

Is the maximum fund allowed in this call €2,500 or €5,000 for each individual country?

Awards will be up to a maximum of €5,000 each to Irish- and French-based research partner(s) to cover travel and living expenses. This means the Irish based researcher may receive up to €5,000, and the French based researcher may also receive up to €5,000.

Overnight subsistence rates for researcher(s) based in Ireland travelling to France must be calculated in accordance with Irish civil service rates.

Can any of the budget be used for the registration fee for a course for the participants to attend? Particularly for ECRs that will be part of the application?

Ulysses is a travel grant and the only eligible expenses are those covering travel and living expenses. Registration fees would not be an eligible expense.

Can some of the funds could be used for translation services, to translate the minutes of a workshop hosted by the PIs with attendees from both countries? **New******

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The French partner has asked if our joint application is successful who will send them the payment?

The award amount for the successful Irish lead partner is provided by the Irish Research Council. However, the higher education institution manages issuance of the funding to the award holder.

A successful French lead partner can contact Campus France with regards to their payment processes.