**2022 Employment-Based Postgraduate Programme**

**Indicative Applicant Form**

This Word document is provided solely for information purposes; please note some differences between this and the final version of the online application form may occur. All applicants must create and complete their submission through the [online system](https://irishresearch.smartsimple.ie) by the relevant deadline**.** Please see the **2022 Call Document, the General Terms and Conditions for Early Career Awards** and **the applicant’s** **Guide to the Online System** on the Irish Research Council’s [website](https://research.ie/funding/ebp/) for further information prior to submitting your application online. All sections must be completed in full.

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| **APPLICATION OVERVIEW** |

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| **Project Title:** \*The project title should be understandable to a lay reader  **[Max 100 words]** |

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| **Irish research body:** \*Where the award will be held |

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| **Department:** |

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| **Application in Irish:**  There is the option on the online system at this point to upload a PDF of an English translation, should you wish to do so. This will accompany your application. | |
| Yes | o |
| No | o |
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There is an option on the system at this point to upload an English translation should you wish to do so. This will accompany your research proposal. If you submit an application form in Irish without submitting your own English translation, the Irish Research Council will arrange for an English translation of the form. The system will only accept documents in PDF format.

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| **APPLICANT DETAILS** |

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| **ORCID identifier (with no hyphens):** |

ORCID ID provides a persistent digital identifier that distinguishes you from every other researcher. If you do not currently have an ORCID ID, please register for one at [www.orcid.org](http://www.orcid.org) and provide us with your unique 16-digit identifier without hyphens.

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| **Have you had two previous unsuccessful applications to the Employment-Based Programme Scheme?**  Yes o  No o |

Applicants who have previously made two unsuccessful applications to the EBP scheme are ineligible.

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| **Employment status:**   * Permanent * Indefinite duration * Fixed-term contract * Not currently employed |

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| **Are you currently employed by the proposed Employment Partner to be added in the section below?**  Yes o  No o |

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| **If answering yes, please include details of employment, job title, nature of duties, duration of employment etc.**  **[Max 500 words]** |

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| **PRIMARY AND ADDITIONAL PARTICIPANTS** |

**Academic Supervisor Details**

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| **Name:**  **Institution:**  **Email address:** |

**Secondary Supervisor Details (if applicable)**

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| **Name:**  **Institution:**  **Email address:**  **Contact number:** |

**Referees**

*You must associate two referees with your application, neither of whom may be your primary supervisor. There is a function to allow you to invite your referees to register on the OLS. Please assign one referee under the Role of Referee 1 and a second referee under the Role of Referee 2.*

**Referee one details**

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| **Organisation/institution:**  **Referee’s name:**  **Referee’s title:**  **Position:**  **Email address:** |

**Referee two details:**

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| **Organisation/institution:**  **Referee’s name:**  **Referee’s title:**  **Position:**  **Email address:** |

It is **ESSENTIAL** that you ensure the email addresses you provide for your referees are correct. If an incorrect email address is entered, your referee will NOT receive the automatic email and will therefore be unable to access the online system to complete their reference form. This will result in your application being deemed **ineligible**.

**Employment Partner Details**

***Employment Partner*** *shall mean a company; a registered charity; a social, cultural or not-for-profit civic organization; a state-owned company; or eligible public body with a physical operational base located in Ireland that will employ the scholar for the duration of the award. Eligible Public Body shall mean: 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 HEI is a research performing organization normally eligible to apply independently for IRC schemes, it is not eligible to be funded as an employment partner under this scheme.*

**Employment Partner Details**

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| **Name:**  **Address:**  **Contact number:** |

**Employment Mentor**

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| **Enterprise Partner (Organisation) name:**  **Enterprise Partner Mentor name:**  **Enterprise Mentor email:** |

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| **ACADEMIC QUALIFICATIONS** |

**Academic Qualifications**

*Degree results entered here must be the applicant’s overall results and be verified as such on official transcript(s). If official degree transcript(s) do not confirm the applicant’s final grade and date of award exactly as detailed in the application, any conditional offer of a scholarship will be withdrawn.*

*If your degree results refer to a grading system other than the 0 – 4 Grade Point Average scale or the Irish honours grading system (first class honours, Upper Second Class (2.1) Honours . . .), please explain the grading system being referred to in the free text box provided.*

**Undergraduate Qualifications**

**Bachelor’s degree (or equivalent)**

If your degree results refer to a grading system other than the Irish honours system (first class honours, upper second class (2.1) honours etc.) or the 4.0 grade point average scale, please explain the grading system being referred to in the free text box provided.

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| **Institution name:**  **Country:**  **Year registered from:**    **Year registered to:**  **Graduation date:**  **Qualification type and name:**  All degree results as entered in the application form and endorsed by the host institution must be the applicant’s overall results and verifiable as such on official transcripts. Regardless of whether they are relevant to the eligibility requirements for the programme, conditional awardees will be required to submit official transcripts for each degree listed in the application confirming the overall result, date of graduation and awarding institution. If such transcripts cannot be presented, or do not verify the information exactly as detailed in the application, any conditional offer of an award will be withdrawn. Supporting, non-returnable material must be forwarded to the Irish Research Council for inspection before the award can commence. All transcripts must be appropriately stamped and signed to confirm that they are official documents of the institution.  **Any additional information relating to this degree or your final grade can be included here:** (e.g. project title, area of study, etc.)  **[Max 300 words]** |

**Second bachelor’s degree (if applicable)**

If your degree results refer to a grading system other than the Irish honours system (first class honours, upper second class (2.1) honours etc.) or the 4.0 grade point average scale, please explain the grading system being referred to in the free text box provided.

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| **Institution name:**  **Country:**  **Year registered from:**    **Year registered to:**  **Graduation date:**  **Qualification type and name:**  All degree results as entered in the application form and endorsed by the host institution must be the applicant’s overall results and verifiable as such on official transcripts. Regardless of whether they are relevant to the eligibility requirements for the programme, conditional awardees will be required to submit official transcripts for each degree listed in the application confirming the overall result, date of graduation and awarding institution. If such transcripts cannot be presented, or do not verify the information exactly as detailed in the application, any conditional offer of an award will be withdrawn. Supporting, non-returnable material must be forwarded to the Irish Research Council for inspection before the award can commence. All transcripts must be appropriately stamped and signed to confirm that they are official documents of the institution.  **Any additional information relating to this degree or you final grade can be included here:** (e.g. project title, area of study, etc.)  **[Max 300 words]** |

**Postgraduate Qualifications**

**Master’s degree (if applicable)**

If your degree results refer to a grading system other than the Irish honours system (first class honours, upper second class (2.1) honours etc.) or the 4.0 grade point average scale, please explain the grading system being referred to in the free text box provided.

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| **Type:**  **Taught** o  **Research** o  **Institution name:**  **Year registered from:**    **Year registered to:**  **Qualification type and name:**  **Grade or grade point average:** \*Examination results as detailed here must correspond with those on official transcripts.  All degree results as entered in the application form and endorsed by the host institution must be the applicant’s overall results and verifiable as such on official transcripts. Regardless of whether they are relevant to the eligibility requirements for the programme, conditional awardees will be required to submit official transcripts for each degree listed in the application confirming the overall result, date of graduation and awarding institution. If such transcripts cannot be presented, or do not verify the information exactly as detailed in the application, any conditional offer of an award will be withdrawn. Supporting, non-returnable material must be forwarded to the Irish Research Council for inspection before the award can commence. All transcripts must be appropriately stamped and signed to confirm that they are official documents of the institution.  **Any additional information relating to this degree or your final grade can be included here, including whether a transfer from this master’s degree to a PhD programme is being considered:**  **[Max 300 words]** |

**Second master’s degree (if applicable)**

If your degree results refer to a grading system other than the Irish honours system (first class honours, upper second class (2.1) honours etc.) or the 4.0 grade point average scale, please explain the grading system being referred to in the free text box provided.

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| **Type:**  **Taught** o  **Research** o  **Institution name:**  **Country:**  **Year registered from:**    **Year registered to:**  **Qualification type and name:**  All degree results as entered in the application form and endorsed by the host institution must be the applicant’s overall results and verifiable as such on official transcripts. Regardless of whether they are relevant to the eligibility requirements for the programme, conditional awardees will be required to submit official transcripts for each degree listed in the application confirming the overall result, date of graduation and awarding institution. If such transcripts cannot be presented, or do not verify the information exactly as detailed in the application, any conditional offer of an award will be withdrawn. Supporting, non-returnable material must be forwarded to the Irish Research Council for inspection before the award can commence. All transcripts must be appropriately stamped and signed to confirm that they are official documents of the institution.  **Any additional information relating to this degree or your final grade can be included here, including whether a transfer from this master’s degree to a PhD programme is being considered.**  **[Max 300 words]** |

**Other education**

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| **Please provide any additional information relevant to your academic background which should include the name, location and date(s) of any training courses attended.**  **[Max 300 words]** |

**Research achievements**

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| **Please provide any additional information regarding your research achievements to date such as publications, research awards, creation of data sets and databases, conference papers, patents, excavations, public broadcasts, stage performances, creative writing, creative productions and/or exhibitions.**  **[Max 300 words]** |

**Work experience**

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| **Please provide details of any relevant work experience, including voluntary work, to date which should include employers’ names, job titles, nature of duties and responsibilities, as well as duration of employment:**  **[Max 200 words]** |

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| **PERSONAL STATEMENT** |

The personal statement provides an opportunity for the applicant to highlight additional information that has not been provided elsewhere in the application, for example:

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| * Why do you wish to pursue a higher degree by research? * Why have you proposed this research topic? * Why do you feel there is a specific demand for the skill set that you wish to build? * Why are you particularly suited to this research field? * Which of your attributes demonstrate your capability to be a good researcher e.g. motivation, commitment, thirst for knowledge? * Why have you chosen an employment-based research award?   **[Max 500 words]** |

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| **TRAINING AND CAREER DEVELOPMENT PLAN** |

Please highlight any additional information which has not been included elsewhere in the application, for example:

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| * What are your career goals and how would this scholarship help you to achieve them? * How will you go about acquiring the expert knowledge and transferable skills necessary for your professional development, e.g. technical skills, communication skills, analytical skills? * How would this scholarship enable you to gain skills relevant to employment outside the traditional academic sector? * How can the scholarship transform your existing skills in those identified as being required to pursue the chosen career? * How would this award enable you to gain skills relevant to employment outside the traditional academic sector?   **[Max 1000 words]** |

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| **PROPOSED RESEARCH** |

This section informs the duration of funding for which you are eligible to apply – please consult with the EBP 2022 Call Document, Terms and Conditions and check with your higher education institution.

The sections on ‘higher education institution’ and ‘project title’ are pre-populated from a previous tab.

Please include details on: registration date (dd/mm/yyyy), finish date (dd/mm/yyyy). \*The duration of funding for the scholarship is dependent on the type of degree being pursued and the date of first registration. Scholarships are to start on 1 September 2022. For applicants that have or will have commenced their studies prior to this date, please specify the registration date that must be verifiable.

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| **Degree Type:** (Please check with your institution and ensure you select the correct option. Select the duration of the programme studies for which you are seeking funding, whether you are a new entrant or previously registered.)  12-month research master’s (does not include structured programme) o  24-month structured master’s (includes structured programme) o  36-month traditional doctoral degree (does not include structured programme) o  48-month structured doctoral degree (includes structured programme) o |

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| **Primary area:**  Please consult listing provided on the Irish Research Council for a full description of what is covered in Primary Areas, Disciplines and Other Research Areas. The registration date may inform the duration of funding for which you are eligible to apply – please consult with Call Document for Employment-Based Programme 2022. All awards must commence on 1 September 2022.  **Discipline:**  **Other research area (s):**  **Second categorisation – if interdisciplinary:**  If your proposed research is interdisciplinary, please list second categorisation here (e.g. primary area, then discipline, then other research area, if applicable).  **Keywords describing proposed research:**  <10 words |

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| **Abstract:**  Please bear in mind this could be read by non-specialists, as well as peers, and should be written in order to communicate with them effectively  **[Max 300 words]** |

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| Please provide details of your **proposed research**, to include: aims, objectives and central research questions.  **[Max 500 words]** |

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| Please describe the **research design and methodologies** that will be used as part of your research project. These should be described in sufficient detail so as to demonstrate your thorough understanding of the research topic.  **[Max 500 words]** |

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| Please provide a **schedule** to include (a) milestones and deliverables for completion of the proposed award, (b) risks that might endanger reaching these deliverables and (c) the contingency plans to be put in place in order to mitigate these risks.  **[Max 500 words]** |

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| **Please describe how the proposal relates to existing research in this area**. Suggest how the project will make a new contribution to knowledge. Do not provide bibliographical lists or footnotes here.  **[Max 500 words]** |

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| Please describe any **specialist knowledge, data, access to specialist equipment/facilities** and similar that are required for successful completion of the proposed research, including but not limited to language competencies, technical skills or use of specialist software. If the relevant knowledge, data or access to specialist equipment/facilities is not already in place, details should be provided as to how it will be acquired.  **[Max 500 words]** |

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| Please outline your plans for the **dissemination and knowledge exchange** of your research, including publications, conference attendance, poster presentations, reports, and outreach activities. Details should also be provided as to how the impact of your research will be measured.  **[Max 500 words]** |

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| Please outline your reasons for choosing (i) **the proposed Higher Education Institution**, (ii) the proposed Academic Supervisor and (iii) the proposed Enterprise/Employment Partner and Enterprise/Employment Mentor (if relevant) for the project.  **[Max 800 words]** |

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| Please provide details of any **proposed research trip(s)** of more than four weeks' duration which you believe will be necessary for the successful completion of your project  **[Max 300 words]** |

Please upload a GANTT chart to illustrate the project timelines, milestones and deliverables, in PDF format. If you have supplementary information, e.g. diagrams or a bibliography, which accompany your research proposal, there is an opportunity to upload them in PDF format. Supplementary material should **ONLY** include essential information required for the interpretation and understanding of the proposed research.

**Applications will be deemed ineligible and will not be considered for funding if they include additional information about the research proposal or applicant, such as CV**. Please do not disclose your gender in uploaded PDFs, e.g. use initials instead of first names if you have a publication listed in the bibliography.

**Responses are required for:**

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| **Have you previously submitted all or part of this proposal to an Irish Research Council Scheme and been unsuccessful?**  Yes o  No o |

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| If answering yes, description of modifications made to this proposal if the proposal was previously submitted but was unsuccessful under an Irish Research Council scheme. Please note that unsuccessful applicants may only re-apply to the scheme on one subsequent occasion (with effect from 21 October 2009.  **[Max 400 words]** |

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| **Have you commenced the course of research for which you are applying?**  Yes o  No o |

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| If answering yes, please outline the source and duration of your funding to date, if in receipt of any (including start/finish dates), outline the progress made to date and include completed tasks, chapters, etc.  **[Max 500 words]** |

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| **ETHICAL AND SEX/GENDER STATEMENTS** |

**Ethical Statement**

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| **Does your research involve any of the following ethical issues of special relevance?** | |
| Informed consent | o |
| Human embryonic stem cells | o |
| Privacy and data protection | o |
| Use of human biological samples and data | o |
| Research on animals | o |
| Research in developing countries | o |
| Dual use (possible military/terrorist application) | o |
| None of the above | o |

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| **Does the research proposal outlined in this submission require approval by the relevant University/Institutional Ethics committee?**  Yes o  No o |

\*Please note that a full ethical report and approval from the relevant institutional Ethics Committee should be received by the Council before activities for which ethical approval are required commence or no later than six months after the start date of the scholarship.

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| **Please provide a statement detailing the careful consideration you have given to the ethical implications of the proposed research (where ethical issues may arise) and how you plan to address these over the course of your award.**  **[Max 500 words]** |

**Sex/Gender Dimension**

**Note:** Please read carefully the section on ‘Sex/Gender Dimension Statement’ in the Terms & Conditions and Guide for Applicants for help in answering this question.

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| **Does your proposed research programme involve any of the following?**   1. Humans as the research focus 2. Animals as the research focus 3. Human samples and/or data 4. Humans involved as consumers, users, patients, participants, or in trials/interviews 5. Research on animals, animal samples and/or data 6. Research outputs with implications for both men and women 7. Research outputs with implications for end users or consumers 8. None of the above   Yes o  No o |

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| **Please provide a statement detailing whether there is a potential sex/gender dimension to be considered in carrying out your research. If your research involves any of the above, please indicate how potential sex/gender issues will be handled. In particular, you are asked to reference the points mentioned in the 'checklist for sex/gender in research content' in the Guide for Applicants.**  **[Max 500 words]** |

**Data Management**

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| Please provide a data management plan which addresses the following:   * How will data be exploited and/or shared/made accessible for verification and reuse? * How data will be curated and preserved? * If applicable, how do you plan to make data FAIR (findable, accessible, interoperable and reusable)? * If data cannot be made available, why?   **[Max 300 words]** |

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| **APPLICANT DECLARATION** |  |

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| **Does your application feature an employment partner that is a public body?**  Yes o  No o |

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| If answering yes, please outline how the public body has specific cultural or scientific infrastructure that is integral to the conduct and completion of the proposed project, i.e. without which the project could not be realised.  **[Max 200 words]** |

Other supporting documentation e.g. relating to career breaks. If **yes** upload documents.

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| **Is there any potential conflict of interest between the applicant, employment partner, employment mentor or supervisor?**  Yes o  No o  \*A conflict of interest arises when an individual holds a direct or indirect personal interest which, in the opinion of a reasonably-informed and well-advised person, is sufficient to call into question the independence, impartiality and objectivity that the individual is obliged to exercise in the performance of his/her duties. Conflicts of interest may be financial, non-financial or both. For example, if your academic supervisor is the founder of the Enterprise Partner. |

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| If **yes**, please outline the nature of the potential conflict of interest and explain how this will be managed. \*Disclose any prior relationship (e.g. consultancy role, founder) that may exist.  **[Max 200 words]** |

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| **I confirm that the information supplied in this application is correct:** | |
| I agree | o |

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| **I hereby declare that I have read and accept the applicant requirements as set out in the 2022 Call Document, Terms and Conditions and Guide for Applicants on the Irish Research Council**[**WEBSITE**](https://research.ie/funding/ebp/)**:** | |
| I agree | o |