



IRISH RESEARCH COUNCIL
An Chomhairle um Thaighde in Éirinn

GOVERNMENT OF IRELAND SCHEMES

Government of Ireland Postgraduate Scholarship
Government of Ireland Postdoctoral Fellowship

2021

TERMS AND CONDITIONS



**An Roinn Breisoideachais agus Ardoideachais,
Taighde, Nuálaíochta agus Eolaíochta**
Department of Further and Higher Education,
Research, Innovation and Science

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DEFINITIONS

- **Council** shall mean the Irish Research Council.
- **Funding term** shall mean the period between the official start date and agreed end date of the award.
- For the purpose of these awards, **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 Further and Higher Education, Research, Innovation and Science. A list of eligible Irish HEIs/RPOs is available [here](#).
- For the purposes of these awards, **Research performing organisation (RPO)** shall mean 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.
- For the purpose of these awards, **Ireland** shall mean the Republic of Ireland.
- **Research project** shall mean the research work proposed by the award holder and approved by the Council.
- **GOI Award Holder** shall mean the person awarded an Irish Research Council Postgraduate Scholarship or Irish Research Council Postdoctoral Fellowship
- **GOI Award** shall mean the Irish Research Council Government of Ireland Postgraduate Award or the Government of Ireland Postdoctoral Award.
- **GOI fund** shall mean the funding for the award or Award holder.
- **Supervisor** shall mean the person(s) responsible for supporting and guiding the postgraduate award holder and ensuring the quality of the research produced under the award.
- **Mentor** shall mean the person(s) responsible for supporting and guiding the postdoctoral award holder and ensuring the quality of the research produced under the award.



IRISH RESEARCH COUNCIL

The **mission of the Council is to enable and sustain a vibrant and creative research community in Ireland.** The Council funds excellent Researchers across all disciplines and encourages interdisciplinary research and engagement with enterprise. The Council facilitates the career development of researchers by funding those at an early stage of their research career with the opportunity to associate with established research teams who have achieved international recognition for their work, including those who work closely with enterprise. The primary strategic objective of the Council centres on building an expertise-driven research system to enhance Ireland's creative and innovation capacity and skills base in a rapidly changing global environment where knowledge is key to economic, social and cultural development. Key to the Council's mission is to support the development of research expertise for application within academia, enterprise, civic society and public policy and in doing so provide diverse career opportunities for talented individuals.

1 - OVERVIEW OF THE AWARDS

- 1.1. The Government of Ireland Awards are an established national initiative, funded by the Department of Further and Higher Education, Research, Innovation and Science and managed by the Council.
- 1.2. The aim of the Irish Research Council Government of Ireland Awards is to support suitably qualified research master's, doctoral and postdoctoral candidates pursuing, or intending to pursue, **full-time** research in any discipline¹. The programme provides outstanding students with the opportunity to direct their own research project at the early-career stage, working with a supervisor at primary postgraduate stages and a primary mentor at postdoctoral stages, in their chosen area of interest.
- 1.3. A number of government departments and agencies partner with the Council to support this award as a mechanism to deliver on our shared national objectives. The Council's strategic funding partners for 2021 are:

Postgraduate

- The Environmental Protection Agency (EPA),
- The Department of Foreign Affairs (DFA), Irish Aid
- The Department of Business, Enterprise and Innovation (DBEI)
- Met Éireann

Postdoctoral

- The Department of Rural and Community Development (DRCD)

2 - GENERAL CONDITIONS OF THE AWARD

- 2.1. All Postgraduate awards must commence on 1 September 2021. All Postdoctoral awards must commence on 1 October 2021. Awards may only be deferred for reasons of an eligible career break².
- 2.2. Awards are held subject to these Terms and Conditions and any supplementary conditions set out in the award offer. If any of these Terms and Conditions are breached, the Council reserves the right to suspend or terminate the award and may require reimbursement of such payments as have already been made.
- 2.3. The Council reserves the right to make amendments to these Terms and Conditions without prior notice.
- 2.4. 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.
- 2.5. 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,

¹ The Council does not fund taught master's.


² Eligible career breaks include maternity leave, paternity leave, parental leave, adoptive leave, prolonged sick leave and carer's leave. Provision of documented evidence of an eligible career break will be required if an exception is to be requested.

properly authenticated electronic communications will be treated as legally equivalent to paper submission.

- 2.6. The Council does not collect information in relation to award holders' Student ID/staff number or any other form of identification used by host institutions, thus award holders should be identified by the relevant Project ID assigned to them at application stage at all times. It is the responsibility of the host institution to keep record of the award holders' Project ID and use the same in all forms of correspondence and reporting requested by the Council.
- 2.7. Awards are made to the individual award holder, noting clause 5.1 and 5.7 below.
- 2.8. It is the awardee's responsibility to update their online profile in line with changes to their address, telephone number, or email address and to inform the Council in writing within two weeks of such a change.
- 2.9. The HEI is responsible for ensuring that award holders have access to effective procedures for resolving problems arising from the administration or supervision of their award.
- 2.10. In the event of an award holder experiencing serious problems with supervision or any other academic matter that cannot be resolved at the department level, the award holder should follow the HEI's own grievance procedures. Should these problems prove to be intractable, the award holder should inform the Council directly.
- 2.11. The HEI should ensure that a clear and reasonable policy on annual leave entitlement exists and that this is made known to the award holder at the start of their award.
- 2.12. Should an award holder be unable to pursue their project in accordance with these Terms and Conditions, the award holder and their supervisor must inform the Council and the relevant office(s) in their HEI. The award holder must do this no later than two weeks of such a situation arising. The Council will have regard to the usual conventions of the award holder's HEI; however, it reserves the right to suspend or terminate the award.

3 - LOCATION OF THE AWARD

- 3.1. Award holders must be affiliated with an [eligible HEI in Ireland or an eligible RPO](#).
- 3.2. An academic mentor/supervisor at an Irish HEI/RPO is permitted to support more than one award holder under each type of award available. The Council funds individual award holders to carry out original research projects. In instances where an academic mentor/supervisor supports more than one award holder, the research projects must be distinct and original with no significant overlap.
- 3.3. All host organisations must have the capacity to provide professional guidance and mentoring to the award holder and provide access to experimental facilities and/or data.
- 3.4. Awards may not be held or continued at any organisation other than the host organisation which the researcher(s) specified in the application form, except with the prior written agreement of the Council.
- 3.5. Award holders must maintain an actual presence within their respective departments/schools in their host organisation during their award, reside in the Republic of Ireland and within a reasonable travelling distance of the host organisation.
- 3.6. The Council requires award holders and mentors/supervisors to have regular and sufficiently frequent contact.


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- 3.7. Notwithstanding Clauses 3.5 and 3.6, the Council recognises that the award holders may benefit from spending part of the duration of the award holder away from their host organisation. Such periods may involve undertaking fieldwork relevant to the award holder's research project and attending courses which are relevant to the award holder's training. The Council will not normally sanction such courses longer than one academic term in duration and will not be liable for paying any additional fees or expenses associated with such courses.
 - 3.8. Where such research-related absences occur and last more than four weeks' duration, the award holder must apply to the Council for prior permission for time away from the institution and include the written support of their academic mentor/supervisor and the academic mentor/supervisor in the institution they are visiting. A template will be available for this purpose. The Council will not be liable for any fees or expenses arising. Information regarding progress in any research-related trips must be documented as part of the required progress reports.
 - 3.9. While the Council expects Award holders to complete their research at the host organisation originally proposed, the Council recognises that exceptional circumstances may call for a change of location or of supervisor/mentor. In this case, the award holder and the proposed new mentor/supervisor or host organisation must write to the Council stating the case for the change. The Council will examine the submission on its merits and respond with a decision on whether funding will continue in the new circumstances

4 - RESPONSIBILITIES OF THE ACADEMIC MENTOR AND SUPERVISOR

- 4.1. The Council requires award holders and their academic mentor/supervisors to have regular contact. Primary Mentors/Primary Supervisors must be based at the same HEI as the award holder.
- 4.2. Award holders will be required to submit a comprehensive progress report annually. These reports must be accompanied by a confidential evaluation of the progress of the award from the primary academic mentor/primary supervisor
- 4.3. The award holder, in collaboration with their primary academic mentor/primary supervisor, is responsible for appropriate financial planning during the award.
- 4.4. In case of suspension requests (refer to Clause 8) it is the responsibility of the primary academic mentor/primary supervisor to make sure such requests are submitted in advance of the suspension period.
- 4.5. It is the responsibility of the award holder's primary academic mentor/primary supervisor to ensure that if the award holder leaves their HEI or is not dedicating sufficient time or effort to the award, the Council is informed immediately.


5 - RESPONSIBILITIES OF THE HOST ORGANISATION

- 5.1. In the case of the Postdoctoral awards, it is a requirement of these Terms and Conditions that the HEI/RPO enter into a contract of employment with the award holder to cover the funding term.

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- 5.2. The HEI/RPO must accept full accountability for managing, monitoring and controlling all research work funded under the award and financial management of the award fund.
 - 5.3. The HEI/RPO must ensure that an academic supervisor/mentor is appointed with responsibility for supporting and guiding the Award Holder. This academic supervisor/mentor would normally be a principal investigator, or other suitably qualified person.
 - 5.4. The HEI/RPO is responsible for providing the facilities and access to the equipment needed for the Award Holder to carry out the research, ensuring that all items of equipment and materials provided for the award are adequately maintained and are accessible on reasonable terms and conditions.
 - 5.5. The host organisation must obtain and comply with all necessary and statutory permissions laid down by local and national authorities in relation to protecting the environment, preventing pollution and ensuring wider societal health and safety protection.

6 - FINANCIAL ADMINISTRATION AND AUDIT


- 6.1. While the award is made to the individual award holder, the award fund will be administered through the appropriate office within their HEI.
- 6.2. Subject to compliance with these Terms and Conditions and to receipt of satisfactory progress reports, the award fund will be paid to the award holder's HEI, quarterly in advance, with the first instalment to be made as soon as the award commences. It is the HEI's responsibility to coordinate payment of the award fund to the award holder in a timely manner.
- 6.3. Payment of the award fund is wholly subject to the continued receipt of funding by the Council from the Department of Further and Higher Education, Research, Innovation and Science and the strategic funding partner (where relevant). In the event of such funding being reduced or discontinued, neither the Department of Further and Higher Education, Research, Innovation and Science, the strategic funding partner, nor the Council will be under any liability to provide funding or to compensate an award holder for any reduction or cessation of such funding.
- 6.4. The HEI is responsible and accountable for the proper use of the award fund. No funds may be used by the HEI to cover overhead or administrative costs. The HEI must ensure proper financial management of the award and accountability for the use of public funds.
- 6.5. No additional funds will be made available to award holders by the Irish Research Council other than what was approved in their original award letters.
- 6.6. Funds allocated to fees and pension payments may not be reallocated
- 6.7. Government of Ireland award holders are not required to submit budget reallocation requests to the Council for prior approval. Award holders should submit any such requests to their host institution. Awards holders with their HEI may designate the funding that has already been allocated to them for direct research expenses as they see fit provided that the guidelines listed in Appendix I are adhered to at all times.
- 6.8. Award holders are expected to adhere to institutional guidelines in relation to eligible direct research expenses at all times.

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- 6.9. The award holder, in collaboration with their academic mentor/supervisor, is responsible for appropriate financial planning during the award.
 - 6.10. All award holders must comply with the Irish laws and regulation on taxation. Compliance with Irish laws and regulations on taxation will be a matter for the award holder, the HEI and the Office of the Revenue Commissioners.
 - 6.11. Any materials or equipment, including software and hardware purchased using the award fund will remain the property of **Government of Ireland Postgraduate** award holders.
 - 6.12. Any materials or equipment, including software and hardware purchased using the award funds will be the property of the host institution which the **Government of Ireland Postdoctoral Fellow** will have use of throughout the duration of their award. Postdoctoral award holders may assume ownership of the materials or equipment, including software and hardware subject to Benefit in Kind (BIK) rules. In such cases it is the responsibility of the postdoctoral award holder and host institution to arrange for payment of the appropriate taxes.
 - 6.13. 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.
 - 6.14. Funds may only be carried forward from the previous year of the award under the eligible direct research expenses heading. It will not be possible to carry forward funds awarded for the salary/stipend, unused pension or unused fee contribution.
 - 6.15. The Council reserves the right to ask for confirmation from the HEI's external auditors:
 - that the annual accounts of the HEI are up to date and have been approved by the auditors without qualification;
 - that the management letter from the auditors raised no matters that did or could significantly affect the administration of an award given by the Council;
 - that monies received under the award have been used for the purpose for which they were awarded.
 - 6.16. 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. All awards may be subject to an external research audit and financial audit.
 - 6.17. The Council accepts no responsibility, financial, ethical, legal or otherwise, for expenditure or liabilities arising out of work funded by the award. 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.
 - 6.18. It is the responsibility of the HEI to complete and submit the Final Financial Report using the Final Financial Report template provided within sixty (60) days of the end of an award holder's funding term or early withdrawal from their award, or before the end of the calendar year if this occurs first.

- 6.19. The HEI must ensure that all unspent funds are returned to the Council within sixty (60) days of the end of an award holder's funding term or early withdrawal from their award, or before the end of the calendar year if this occurs first.


7 - REVIEW OF PROGRESS

- 7.1. The Council attaches considerable importance to procedures for monitoring research performance and ensuring effective progress under the award.
- 7.2. Award Holders will be required to submit a comprehensive progress report annually. These reports must be accompanied by a confidential evaluation of the progress of the award from the academic mentor/supervisor.
- 7.3. It will be the responsibility of the award holder to make sure that all progress reports are submitted on time through the online grant management system. Such reports, combined with other evidence of attainment, such as formal institutional approval, are a condition of continuation of funding.
- 7.4. Failure to supply these reports will result in payment of the award being suspended until such a time as they are received.
- 7.5. The format for these reports is available from the Council, and will include but will not be limited to:
- financial update;
 - career development progress;
 - research progress and outputs;
 - outreach activities.
- 7.6. Reports will be requested by the Council and submitted by the award holder and academic mentor/supervisor via the online system.
- 7.7. If the award holder does not submit progress reports on time, or if the Council receives an unsatisfactory progress report or evaluation, the award holder will be informed of the unsatisfactory report. The award holder will be allowed to resubmit an amended report. The Council reserves the right to convene a review committee to evaluate the GOI award to date, in accordance with the deliverables outlined in the original proposal to the Council (including the research plan and proposed outputs, and career development and training plan).
- 7.8. If asked to do so, the award holder and the academic mentor/supervisor must attend meetings with the Council to provide an account of the progress or outcomes of the award.
- 7.9. If a review committee is convened by the Council, this committee can draw as necessary on disciplinary inputs from experts who have acted as evaluators. The Council will provide feedback to the award holder indicating either:
- progress satisfactory in all respects and continuation of GOI award confirmed;
 - progress deficient in some areas and specific actions for resolution indicated with a defined time period;
 - report indicates evidence of unsatisfactory progress and the GOI award may be suspended or terminated.

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- 7.10. The Council may suspend or terminate the award where it deems necessary following review of the foregoing information and reports.
 - 7.11. It will be the responsibility of the award holder's academic mentor/supervisor to ensure that if the award holder leaves their host institution or is not dedicating sufficient time or effort to the award, the Council is informed immediately.
 - 7.12. The Award Holder must contact the appropriate office in their Irish HEI/RPO if they have any concerns about their award. If concerns continue, the award holder must contact the Council directly.
 - 7.13. Award holders are required to provide follow-up contact details for the purpose of researcher career tracking in their final report or as otherwise requested by the Council. The Council will periodically carry out a destination survey of those who have received and completed GOI awards, and the award holder shall agree to cooperate in responding there to. Where an award holder's contact details change post-completion of their award, the award holder is asked to provide updated details via their profile page on the online system.

8 - ADDITIONAL DUTIES OUTSIDE THE REMIT OF THE AWARD

- 8.1. An Award Holder's first duty is to the successful completion of the research project for which they have been awarded Council funding.
- 8.2. Award Holders must engage **full-time in research during the funding term** and should not engage in any activity other than developing the stated research project and the Training and Career Development Plan.
- 8.3. Teaching is an essential means for the structuring and dissemination of knowledge and should therefore be considered a valuable activity within the award holders' career. In exceptional circumstances, an award holder may engage in other work as an alternative to tutorial or demonstration work. The Council therefore allows award holders to agree to take on additional work (e.g. teaching duties, mentorship and support activities) during the award, provided:
 - the award holder provides the Council with a written statement of support from their academic mentor/supervisor and obtains prior written permission from the Council before the teaching term begins or at the beginning of the term. A template will be available for this purpose;
 - the work is not excessive (does not exceed a total of 50 hours per academic term, including contact and non-contact hours) and does not prevent researchers from carrying out their research activities;
 - the work is relevant to the research funded by the award and consistent with the Training and Career Development Plan agreed by the award holder and academic mentor/supervisor.
- 8.4. Host organisations must keep and hold records and approvals of additional or other work by award holders and should ensure that such work is taken into account in relevant evaluation/appraisal systems and contributes to the professional development of the award holder.
- 8.5. Suitable training should be provided for teaching activities as part of the professional development of award holders.


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- 8.6. The Council will monitor teaching and other such agreements as part of its progress reporting mechanisms.
 - 8.7. Where Award holders undertake such teaching or other duties as listed above, they should be appropriately remunerated by their Irish HEI/RPO. Any such payments will not affect the awardee's total amount of award. Compliance with Irish laws and regulations on taxation will be a matter for the awardee, the Irish HEI/RPO and the Office of the Revenue Commissioners. Contractual and remuneration matters in respect of additional duties are still a matter for agreement between the scholar and the HEI.
 - 8.8. As regards remunerated work outside the host organisation, the award holder will be bound by the rules that apply to similar employees in their host organisation.
 - 8.9. From time to time, the Council will require the award holder to attend events or meetings as arranged by the Council.
 - 8.10. Recipients of awards from strategic funding partners (Postgraduate: EPA, DFA, DBEI and Met Éireann/ Postdoctoral: DRCD) may be required to provide project updates to their relevant strategic funding partner or attend events or meetings as required. These activities will not exceed 12 hours in any given month and may include presentations, briefings and research papers.

9 - SUSPENSION OF THE AWARD

- 9.1. The Council expects award holders to complete their project 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.
- 9.2. Award holders may apply to the Council to suspend their award:
for reasons of an eligible career break; or
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 award holder and their HEI.
- 9.3. The decision to grant a suspension is at the discretion of the Council. The award fund is not payable during such periods.
- 9.4. Award holders are entitled to suspend their award for a period of up to one calendar year for reasons of maternity leave. The award fund is not payable during such periods. Award holders are referred to the Council's Maternity Leave Policy, which is available [here](#).
- 9.5. Additional registration or academic fees incurred by the award holder as a result of suspending their award are a matter for agreement between the award holder and their HEI. The Council will not be liable for any such additional fees.

10 - TERMINATION OF THE AWARD

- 10.1. The Council recognises that, for personal or professional reasons, an award holder may wish to terminate their award prematurely. This action should not be taken without prior consultation with the Council.
- 10.2. Where the award holder intends to prematurely terminate their award, the Council will require evidence of academic progress to the date of departure. In the event that the



Council deems the award holder's progress inadequate, the Council may pursue the award holder, HEI, or both for reimbursement of the amounts expended.

11 - COMPLETION OF THE GOI AWARD

- 11.1. Where a postdoctoral award holder finishes their project before the specified end date of the funding term, they must inform the Council in writing and cease drawing any remaining funds from their funding account at the end of the calendar month in which the project was completed.
- 11.2. Where a postgraduate award holder submits their soft-bound thesis before the specified end date of the funding term, they shall be allowed to continue drawing funds from their funding account until the original end date of the award or such a time as they have submitted the hard-bound copy of their thesis, if it occurs prior to the end date of the award. Where the hard-bound copy of the thesis is submitted before the end of the funding term, the award holder must inform the Council immediately whereupon funding to the awardee will cease.
- 11.3. Award Holders are required to inform the Council of the successful completion of their project in writing. The Council is also entitled to obtain this information directly from the award holder's HEI.
- 11.4. The Council periodically carries out a destination survey of its award holders. The awardee shall agree to cooperate in responding to this survey.
- 11.5. Where an award holder's contact details change following completion of their award, they should provide updated details via the online system.

12 - ETHICS AND QUALITY ASSURANCE

- 12.1. The Council is not in a position to award funding for research activity under any of the following prohibited areas:
 - a. human cloning for reproductive purposes;
 - b. 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);
 - c. 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.
- 12.2. The HEI is responsible for ensuring that ethical issues relating to an award holder'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 but no later than three months after the start date of the award.
- 12.3. 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.
- 12.4. Where necessary, award holders 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.

- 12.5. The HEI is responsible for ensuring that the award holder'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.
- 12.6. The HEI is responsible for the local implementation of the Quality & Qualifications Ireland's [Ireland's Framework of Good Practice for Research Degree Programmes](#) and for endorsing the appointment of an appropriate supervisor to support and guide the award holder's work.
- 12.7. The award holder must be familiar with national guidelines such as Quality and Qualifications Ireland's [Research Degree Programme Policy and Criteria](#).
- 12.8. The award holder and their HEI must follow good practice on data protection, management and security. The Council cannot be held legally liable for interference by any third party.

13 - RESEARCH INTEGRITY

- 13.1. 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](#).
- 13.2. 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.

14 - KNOWLEDGE TRANSFER

- 14.1. The Council encourages the commercialisation of research output as outlined in [Ireland's National IP Protocol 2019](#) and [Putting public research to work for Ireland: Policies and procedures to help industry make good use of Ireland's public research institutions](#).
- 14.2. The Council does not make any claim to intellectual property arising from the award.
- 14.3. The HEI must establish rules and procedures for protecting and managing any intellectual property arising during the award. These rules and procedures must be in accordance with national guidelines.

15 - OPEN ACCESS

- 15.1. Award holders 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 award holder should contact their supervisor for advice.

16 - SEX/GENDER DIMENSION

- 16.1. The Council supports gender equality in the research and innovation system. The Council's Gender Strategy & Action Plan 2013–2020 is available [here](#). All award holders 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.

- 16.2. Where the award holder 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).

17 - ACKNOWLEDGEMENT OF COUNCIL FUNDING

- 17.1. All publicity, including interviews, email signatures, letterheads, office signs, public lectures, publications, monographs, print materials, online materials, press releases, television and radio advertisements, websites, film, and video/audio recordings associated with or arising from the research undertaken by the award holder must contain acknowledgement of funding received from the Council. Where possible, the Council's logo should be included in any such acknowledgement.
- 17.2. In the case of strategic funding partner awards, all publicity must also contain acknowledgement of funding received from the relevant strategic funding partner.
- 17.3. Award holders are expected to adhere to the Council's policy relating to the acknowledgement of its funding at all times. The policy is available [here](#).

18 - DIGNITY IN THE CONDUCT OF RESEARCH

- 18.1. The Council supports a research system in which individual researchers are enabled to reach their full potential at all stages of their career. Award holders and their supervisors 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](#).
- 18.2. 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 on Government of Ireland Postgraduate and Postdoctoral schemes

- 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 research
 - A maximum limit of €1000 for computers or laptops applies unless required for high-performance computing;
 - Hardware must be purchase within:
 - the first year for postgraduate awards
 - the first six months of one-year postgraduate awards

- the first six months of the postdoctoral awards.
 - pay-as-you-go access to national research infrastructures;
 - archival research costs;
 - reasonable transcription costs;
 - reasonable travel, subsistence, and conference costs³;
 - skills training directly related to the objective(s) of the award;
 - publishing and write-up costs;
 - reasonable travel and refreshment costs for subjects and volunteers in studies⁴.
- Living costs (e.g. rent) are not permissible.
- Awardees must adhere to institutional guidelines, including rules of procurement, 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.

APPENDIX II – GOIPG PROGRAMME SPECIFIC INFORMATION

POSTGRADUATE - ELIGIBILITY REQUIREMENTS

1. All applicants:

- 1.1. must have a first class or upper second-class honours bachelor's, or the equivalent, degree⁵. If undergraduate examination results are not known at the time of application, the Council may make a provisional offer of a scholarship on condition that the scholar's bachelor's, or the equivalent, degree result is a first class or upper second-class honours. If a scholar does not have a first class or upper second-class honours bachelor's, or the equivalent, degree, they must possess a master's degree. The Council's determination of an applicant's eligibility on these criteria is final;
- 1.2. must not have had two previous unsuccessful applications to the programme, including to strategic partner themes;
- 1.3. in the case of applications for a research master's, must not currently hold, or have previously held, a Council scholarship;

³ Only reasonable and vouched travel and subsistence expenses for travel directly related to the scholarship are permissible. A per diem rate will not be offered to scholars in cases where vouched receipts are not provided.

⁴ Incentives (such as cash or gift vouchers) for participation are not considered eligible costs.

⁵ Degree results as entered in the application form and endorsed by the HEI must be the applicant's overall results and verifiable as such on official transcripts. If official transcripts do not confirm the applicant's overall result and date of award exactly as detailed in the application, any conditional offer of a scholarship will be withdrawn. Supporting, non-returnable material must be forwarded to the Council for inspection before the scholarship can commence. All transcripts must be appropriately stamped and signed to confirm that they are official documents of the institution.

- 1.4. in the case of applications for a doctoral degree, must not currently hold, or have previously held, any Council scholarship other than that which would have enabled them to obtain a research master's degree.
2. Applicants will fall under one of two categories based on nationality and residency.
- 2.1. Category One: Applicants must meet **BOTH** of the following criteria:
- be a national of a European Union member state **OR** Iceland, Norway, Liechtenstein or Switzerland
- AND**
- have been ordinarily resident ⁶in a European Union member state OR Iceland, Norway, Liechtenstein or Switzerland for a continuous period of three of the five years preceding 1 September 2021.
- 2.2. Category Two: All other applicants who do **NOT** meet one or both criteria.
3. The Council reserves the right to request documented evidence of an applicant's nationality and residence.
4. While the majority of scholarships will be awarded to applicants who fall under Category One, a proportion of scholarships will also be made to exceptional applicants who fall under Category Two. The number of awards that can be made to this category of applicant is small in comparison to the typical number of eligible applications in this category.

In 2020, the success rates for the programme were as follows:

	Overall success rate ¹	Success rate for Category Two applicants ²
STEM	18%	5.3%
AHSS	18%	8.5%

¹All awards as a percentage of all eligible applications

²Category Two awards as a percentage of Category Two eligible applications

VALUE OF THE POSTGRADUATE AWARD

- The total value of the scholarship fund will be **up to a maximum of €24,000** ⁷in any approved year and consist of the following:
 - a stipend of **€16,000 per annum**;

⁶ Ordinarily resident' refers to the applicant's place of legal and permanent residence. This will not be deemed as having been interrupted if an absence from the country of ordinary residency has been caused by the training, education or employment of the applicant or the applicant's spouse or parents.

⁷ The total maximum award amount is based on a maximum fee contribution of €5,750. The final fee contribution per annum will vary according to the degree type, HEI and relevant programme, but will not exceed €5,750. The duration of funding awarded is dependent on the type of degree being pursued and the date of first registration for this degree as detailed in the application.

- a contribution to fees, including non-European Union scholarship fees, paid to the HEI **up to a maximum of €5,750 per annum**⁸. Any differential must be paid by the scholar and/or HEI. Research Office or relevant office must inform the Council of fee requirements per annum in line with the preparation of Award Letter of Offer or as close to the award start date as possible. Research Office or relevant offices must inform the Council of any scholars who hold a fee waiver from their HEI, or where no fee is required, or where fees are paid in full or in part by a third party, as such scholars will not be eligible for the fee portion of the scholarship;
- eligible direct research expenses of **€2,250 per annum** to enable the scholar to carry out the research project. Please see Appendix I for guidance on what is considered an eligible direct research cost.
- Funding cannot be transferred between budget categories.
- Expenses incurred outside the funding term are not eligible under the Scholarship. This includes periods of suspension of the award.

DURATION OF THE POSTGRADUATE AWARD

- The award will support suitably qualified research master’s and doctoral candidates pursuing, or intending to pursue, **full-time** research in any discipline⁹.
- An award holder who is a new entrant to the postgraduate degree for which they are seeking funding is entitled to apply for funding for the full duration of the degree as outlined below:

Degree type	Duration of funding to be awarded
Research master’s degree	1 year
Structured research master’s degree	2 years
Traditional doctoral degree	3 years
Structured doctoral degree	4 years

- For award holders who have already completed part of the postgraduate degree for which they are seeking funding, the duration of funding to be awarded is dependent on the type of degree being pursued and the date of first registration as outlined below:

Degree type	Academic Year	Date of first registration	Duration of funding to be awarded
Structured research master’s degree	2020/2021	1 September 2020 to 31 August 2021 (registrations prior to 1 September 2019 are ineligible)	1 year
	2020/2021	1 September 2020 to 31 August 2021	2 years

⁸ Total fee contribution per annum will vary according to the degree type, HEI and relevant programme.

⁹ The Council does not fund taught master’s nor part time master’s or doctoral programme.

Traditional doctoral degree	2019/2020	1 September 2019 to 31 August 2020 (registrations prior to 1 September 2019 are ineligible)	1 year
	2020/2021	1 September 2020 to 31 August 2021	3 years
Structured doctoral degree	2019/2020	1 September 2019 to 31 August 2020	2 years
	2018/2019	1 September 2018 to 31 August 2019 (registrations prior to 1 September 2018 are ineligible)	1 year

- The office of the vice president/dean of research will be required to confirm the award holder's participation on the specified degree type and date of first registration for this degree as outlined in the application. Exceptions to the above dates of first registration may only be made for those who have taken an eligible career break¹⁰ from their degree programmes.
- Where an award holder is on a structured degree programme, the office of the vice president/dean of research will be required to confirm that the programme includes the development of discipline-specific knowledge, research and transferable skills in line with the national definition of a structured research programme as outlined in this Appendix (p. 18). The Council reserves the right to suspend or terminate an award if this requirement is breached.

ADDITIONAL AWARDS

- An award holder will not be eligible to hold a Council award if during the funding term they are in receipt of another bursary or award or a combination of other bursaries or awards with a total value greater than €16,000 per annum. This €16,000 limit per annum is inclusive of stipend, fees and research expenses.
- Award holders 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.
- Should the award holder 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 Government of Ireland Postgraduate Award and notify the Council prior to submitting the application. The other funder(s) must agree that the Council award can be held alongside their award(s). In no circumstances will the Council involve itself in the decisions of other funding agencies.

¹⁰ Eligible career breaks include maternity leave, paternity leave, parental leave, adoptive leave, prolonged sick leave and carer's leave. Provision of documented evidence of an eligible career break will be required if an exception is to be requested.

- The Council recognises that, from time to time, awards exceeding the €16,000 per annum limit may independently recognise the outstanding merit of an award holder. Award holders 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 award. The acceptance of such awards during the funding term of the award is subject to prior approval by the Council.
- The Council's approval of any additional award being held in conjunction with a Council award is subject to the Council award being recognised as the primary award, and acknowledged as such in any material relating to the award (see clause 17.1).

ELIGIBLE STRUCTURED PHD PROGRAMME

The following are key characteristics of a structured PhD programme in Irish HEIs. Such programmes may involve inter-institutional collaboration:

- The core component of a structured PhD programme is the advancement of knowledge through original research; at the same time the structured PhD is designed to meet the needs of an employment market that is wider than academia;
- It provides a high-quality research experience, training and output consistent with international norms and best practice;
- A structured PhD programme, in support of the original research activity, must include the following elements:
- a formalised integrated programme of education, training and personal and professional development activities;
- the development of discipline-specific knowledge, research skills and generic/transferable skills;
- declared outcomes and graduate attributes in line with national and international best practice;
- Supervision is provided by a principal supervisor(s), normally with a supporting panel approved by the institution;
- Progress to completion is formally monitored against published criteria and supported by formal institutional arrangements in line with national and international best practice;
- Successful completion and examination of the research thesis is the basis for the award of the PhD degree. Professional doctorates are not excluded from the consideration of a structured PhD definition; alternative forms of these are also acceptable;
- Appropriate placements, rotations and assignments across wide sectors of the economy are encouraged for inclusion as part of the structured PhD programme.

APPENDIX III - GOIPD PROGRAMME SPECIFIC INFORMATION

POSTDOCTORAL - ELIGIBILITY REQUIREMENTS

Award holders will be selected for awards following a transparent, merit-based, impartial and equitable selection procedure, based on international peer review. Details on the process and evaluation criteria are provided in the Guide for Applicants.

1. Government of Ireland Postdoctoral Award holders must fulfil the following criteria:
 - 1.1. must have been awarded their doctoral degree within the 5-year period before 31 May 2021¹¹. For the purposes of this condition, the date of graduation will be taken into account;

or
 - 1.2. must have been certified as having fulfilled within the 5-year period before 31 May 2021 all the requirements for the award of a doctoral degree, including the submission of the hardbound corrected thesis, but have not yet graduated.

And
 - 1.3. must have authored or co-authored at least one published peer-reviewed research publication¹² or have demonstrable equivalent intellectual property output¹³ or have provided samples of their written research work as follows:
 - a copy of the table of contents from their doctoral thesis;

And
 - one chapter from their doctoral thesis. The submission of more than one chapter will render your application ineligible.
 - 1.4. Applicants must not have had two previous unsuccessful applications to the programme. This includes applications since 2009 to the EMPOWER Scheme previously run by the Irish Research Council for Science, Engineering and Technology, and the Government of Ireland Award holder Scheme previously run by the Irish Research Council for Humanities and Social Sciences.
 - 1.5. **Government of Ireland Postdoctoral Fellow:**
 - 1.5.1. Must not hold or have held a Council **Government of Ireland Postdoctoral Fellowship** or **Enterprise Partnership Scheme Postdoctoral Fellowship**¹⁴;
 - 1.5.2. Must not have been employed as a postdoctoral researcher for more than 5 years on 31 May 2021¹⁵;
 - 1.5.3. Must not be a *permanent member* of staff in either an Irish HEI/RPO or an international HEI.
 - 1.6. Award holders from any country may hold a Government of Ireland Postdoctoral Award holder. However, Award holders under this scheme:
 - must maintain their principal residence in Ireland (as defined) during the period of the Award holder;

And

¹¹ Extension to this 5-year period can be considered on provision of documentary evidence of an eligible career break; career breaks of up to 5 years are taken into account. Eligible career breaks include maternity leave, paternity leave, adoptive leave, parental leave, prolonged sick leave, carer's leave.

¹² 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.

¹³ 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 freely distribute their software rather than IP-protecting it, verifiable evidence of significant downloads of this software is acceptable.

¹⁴ Fellows previously employed on Council-funded projects are entitled to hold a **Government of Ireland Postdoctoral Fellowship**.

¹⁵ Eligible career breaks will not be included in the calculation of the 5 years. Career breaks of up to 5 years are taken into account.

- must satisfy the State's regulations on immigration and have the support of their host institution with respect to these regulations and requirements if not a national of a member state of the European Union (EU).
- 1.7. For all Award holders, arrangements with respect to immigration will be a matter for settlement between the Award holder and their host institution and the relevant immigration authorities of the State. See <http://ec.europa.eu/euraxess/index.cfm/services/index> for help with this.
- 1.8. Acceptance of the award is subject to these Terms and Conditions and the Guide for Applicants which, in conjunction with the Letter of Offer and the signed completed Acceptance Form, constitute the basis on which the award is held and/or renewed.

VALUE OF THE POSTDOCTORAL AWARD

- The total value of the Government of Ireland Postdoctoral Award will be **up to a maximum of €45,985** in any approved year and will consist of the following:
 - a salary of **€31,275 per annum** (prior to income tax and social deductions) within the funding term;
 - employer's contribution to pay related social insurance (**PRSI costs of €3,455 (@ 11.05% of salary)**);
 - employer's **pension contribution, where applicable, of €6,255 (@ 20% of salary)**. For further information on pension eligibility, please refer to policies outlined by the host organisation. It is the duty of each postdoctoral fellow to inform the Council of pension requirements in line with the preparation of the Award Letter of Offer or as close to the award start date as possible;
 - eligible **direct research support expenses of €5,000 per annum** to enable the Award holder to carry out the research project. Please see Appendix 1 for guidance on what is considered an eligible direct research cost;
 - paid maternity leave in line with Irish policy and the Council's policy as outlined [here](#).
- **The maximum that can be spent in any year of a Government of Ireland Postdoctoral Award is €45,985 plus any unspent balance of eligible direct research support expenses carried over** from the previous year of the Award holder in the case of a 2-year award. Apart from this, funds may not be carried forward from one year to the next.
- Notwithstanding the clause above, institutions are permitted, where consistent with institutional policies, to remunerate Irish Research Council Government of Ireland Postdoctoral Award holders at a higher rate than the indicative rate utilising an alternative source of funding. Any such top-ups to the Council's Award holder rate can only be funded from a source other than the Award holder award itself. The Council will not adjudicate on or be party to any decisions within institutions in respect of any top-up funding of salaries for Government of Ireland Postdoctoral Award holders.
- No funds provided by the Council as part of the Government of Ireland Postdoctoral Award Fund may be used by the Irish HEI/RPO to cover overhead or administrative costs.
- Funding will be provided only for the research project as presented in the application form, and if any departures from this become apparent during the development of the research project, the

- prior written consent of the Council must be sought. Such requests will be independently peer-reviewed and the Council's decision on whether to approve the proposed change(s) will be final.
- Expenses that occur outside the funding term are not eligible under the Award. This includes periods of suspension of the award.

DURATION OF THE POSTDOCTORAL AWARD

The Council offers three types of fellowship available through the Government of Ireland Postdoctoral Fellowship Scheme. Applicants may only apply for one fellowship

Fellowship type	Duration	Start Date	Location of Fellowship
Irish Research Council Government of Ireland Postdoctoral Fellowship (1 year)	12 Months	1 October 2021	Irish HEI/RPO
Irish Research Council Government of Ireland Postdoctoral Fellowship (2 year)	24 Months	1 October 2021	Irish HEI/RPO
Department of Rural and Community Development Fellowship (2 years)	24 Months	1 October 2021	Irish HEI/RPO