

ACCAC 25.03.14

**APPLICATION FORM TO ESTABLISH A UCD ACADEMIC CENTRE**

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| Please read the [UCD Policy on Academic Centres](http://www.ucd.ie/governance/t4media/centres_po%20%28uploaded%20211116%29.pdf) before completing this form.UCD Centres are either: (i) Research Centres, (ii) Continuing Professional Development (CPD) Centres, or (iii) Combined Research and CPD Centres.*PLEASE DELETE RED TEXT AFTER COMPLETION*  |

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| **To be completed by the Nominated Centre Director** |
| **1** | **Proposed Title of the UCD Centre** | *UCD Centre for…* |
| **2** | **Centre Type*****Please delete as appropriate*** | *(i) Research Centre**(ii) CPD Centre**(iii) Combined Research and CPD Centre* |
| **3** | **Proposed Centre Director*****(and UCD email address)*** |  |
| **4** | **UCD School and College responsible for the Centre** |  |
| **5** | **Give the rationale for the establishment of the Centre *(max 300 words)*** |
|  | *Include in the rationale what the Centre will achieve that UCD cannot achieve without the Centre* |
| **6** | **Describe the governance and reporting structure for the proposed centre *(max 300 words)*** |
|  | *See Section 2.2 of the Policy on Academic Centres* |
| **7** | **List the proposed Staff that will be affiliated with the Centre***See section 2.3 of the Policy on Academic Centres* |
|  | **Staff Members Name** | **UCD School** | **Role (max 20 words)** |
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| **8** | **Outline the Plan for the next three years for the proposed Centre *(max 600 words)*** |
|  | *For Research Centres include objectives and planned outputs, funding and collaborative ambitions.**For CPD Centres include objectives, planned programme(s), the target audiences(s) and the likely number of participants, and any other outputs.* |
| **9** | **Briefly describe the anticipated impact of the Centre, including how the proposed centre supports and/or aligns with the UCD Strategy *(max 600 words)*** |
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| **10** | **Commentary from UCD Vice-President for Research, Innovation and Impact (to be completed for Research Centre applications and for combined Research and CPD Centre applications)** |
|  | *See section 4.1 of the Policy on Academic Centres* |
| **11** | **Signatures**By signing this form, you are confirming that the above application has been reviewed and is supported by the appropriate Head of School and the College Principal.  |
|  | **Nominated Centre Director** |  |
|  | **Head of School** |  |
|  | **College Principal** |  |
|  | **Date:** |  |

Please append the following to this application form: [Centre Director Nomination Form](https://www.ucd.ie/governance/t4media/accac_new_director_f.docx) and brief curriculum vitae (max 3 pages).

Please submit the form to the University Secretariat at univsec@ucd.ie for consideration by the Academic Council Committee for Academic Centres (ACCAC)

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