

## UCD Ad Astra Fellows

### 'Start Up' and 'Studentship' Research Accounts FAQs

#### **When will my Ad Astra research accounts be set up?**

A research account can only be set up once your Ad Astra contract of employment is in place, signed by both parties, and approval from Head of School regarding non pay budget has been received by the Grant Registration Team in UCD Research & Innovation. It is only at that point that an employee's details become available on the Research Management System, which will allow the creation of your research accounts (both Start Up and Studentship).

#### **What will be the start date on my Ad Astra research accounts?**

For both Start Up and Studentship accounts the start date will be aligned to your contract of employment start date, e.g. 1<sup>st</sup> September, or 1<sup>st</sup> January etc.

#### **What will be the duration of my Ad Astra research accounts?**

Your Start Up account will be set up for a maximum of 5 years and the Studentship account for 4.5 years.

#### **Will this duration give me enough time to recruit my PhD student?**

It is intended that a PhD student will be recruited within 6 months from the Fellow's start date (hence the duration: 4 years for the PhD programme and 6 months for recruitment). However, we acknowledge that the recruitment of a PhD student may take some time and therefore the duration of the award, as initially set up, may subsequently be insufficient. Where there is a delay in recruitment of the student, you, the Fellow, may apply for a no cost extension to reflect the anticipated end date of the Studentship, but not longer than the Fellow's contract end date.

#### **Can I change the start date on my Studentship account to match the student's start date?**

No, the start date of your Studentship account must remain aligned to your (the Fellow's) start date, as per your contract of employment. However, where there is a delay in recruitment of the student, you, the Fellow, may apply for a no cost extension to reflect the anticipated end date of the Studentship, but not longer than the Fellow's contract end date.

#### **How can the Start Up budget be used?**

The funds can be used for any 'Non-Pay' research-related costs at the Fellow's discretion. However, all expenditure must be in accordance with the University's policies, e.g. low-cost travel, procurement procedures, etc.

### How can the Studentship budget be used?

There will be two budget lines in the Studentship Account:

1. The **student stipend** (max €18,000 per annum) is effectively a student's living allowance, which will be paid to the student's personal bank account on a monthly basis. The student will be free to use these funds to cover his/her accommodation and day-to-day living costs. The Fellow will not have access to the student stipend budget.
2. The **research costs** budget (between €4,000 – 14,000 per annum) is intended to support the operational costs for the student. This budget is not intended for any other purposes, e.g. student recruitment (advertising) costs cannot be charged to the Studentship account.

**Further information is available at the links below:**

<https://www.ucd.ie/adastrafellows/>

<https://www.ucd.ie/workatucd/adastra/appointmenttermsandresearchsupport/>