**A close-up of a white background

AI-generated content may be incorrect.**

**DAFM Thematic Research Call 2025**

Template

All funding Instruments

**DEADLINE FOR COMPLETED APPLICATION SUBMISSION**

**12PM 10 June 2025**

**Submit full application and budget on the DAFM Portal by 12PM 9 June 2025 to ensure sufficient time for Research Office Endorsement.**

**DEADLINE FOR INTERNAL UCD APPLICATION SUBMISSION on** [**RMS**](https://ucd.elements.symplectic.org/GrantTracker/en/Portal/Page/Apply?roundid=cb2c4a52-df35-4408-8a7f-b2c100b8fb87)

**10AM 30 May 2025**

To apply for DAFM funding users will be required to have an account on the [DAFM Research Online](https://dafmresearch.smartsimple.ie/) [Portal.](https://dafmresearch.smartsimple.ie/) For those applicants visiting the grant management software for the first occasion they will be required to confirm that they have read and agree to the Terms and Conditions of DAFM’s Data Protection and Privacy Policy.

Users may update their details at any time and on completion of a project you may also delete your contact details.

For further guidance on the DAFM’s Privacy Statement please visit [DAFM website.](https://www.gov.ie/en/publication/ce553-research/)

**Submission Information**

Please choose the Funding Instrument appropriate to your proposal.

The Project Coordinator must submit the completed Proposal with the required supporting documents.

***Disclaimer:***

*This version of the template was developed as per the* [*DAFM Research Online Portal*](mailto:https://dafmresearch.smartsimple.ie/iface/ex/ax_index.jsp) *accessed on Thursday 1 May 2025 and* [*DAFM Call Guidelines*](mailto:https://assets.gov.ie/static/documents/DAFM_Research_Call_Guidelines_2025_160425.pdf)*. This template will be updated if any changes are made to the DAFM Research Online portal or DAFM Call Guidelines in the future.*

**UCD Internal Deadlines and Procedures**

**Head of School approval**

In case the Proposal Coordinator is not a permanent member of staff, a Head of School approval is required. Please ask them to email [proposalsupport@ucd.ie](mailto:proposalsupport@ucd.ie) with confirmation of support. This can also be provided through [RMS](https://ucd.elements.symplectic.org/GrantTracker/en/Portal/Page/Apply?roundid=cb2c4a52-df35-4408-8a7f-b2c100b8fb87).

**UCD Research Mandatory budget review and approval**

All proposals (whether UCD is lead or partner) must have their budget checked and approved by the UCD Research pre-award accountants. Please complete the Budget Spreadsheet provided with this templateand upload it to [RMS](https://ucd.elements.symplectic.org/GrantTracker/en/Portal/Page/Apply?roundid=cb2c4a52-df35-4408-8a7f-b2c100b8fb87) no later than **10 am, Friday 30 May 2025.** Proposals for which budget was not reviewed and approved, will not be endorsed by the Research Office.

**UCD Research Proposal Review and Feedback**

UCD Research can assist with the preparation of your proposal, provide feedback on your application and arrange for institutional sign off on your proposal. Please send your full application for review along with your budget via [RMS](https://ucd.elements.symplectic.org/GrantTracker/en/Portal/Page/Apply?roundid=cb2c4a52-df35-4408-8a7f-b2c100b8fb87) no later than **10 am, Friday 30 May 2025.**

**Technology Transfer Office Review**

You must contact the Case Managers [Dr Stacey Kelly](mailto:stacey.kelly@ucd.ie) or [Dr Stephen Donoghue](mailto:stephen.donoghue@ucd.ie)in the [Technology Transfer Office](https://www.ucd.ie/research/portal/meettheteam/#7) as soon as possible to make them aware of the details of the application especially in the context of:

* the proposed project outputs and the potential to generate IP
* the background IP that will be brought to the project and identification of existing third party IP rights that may impact the research
* the IP management and commercialisation plan
* where industry are involved, their contribution and role within the project.

**Proposal Sign-off where UCD is the Lead Institution**

Please add appropriate approvers to your applications:

* Vice-President for Research: Professor Kate Robson Brown ([proposalsupport@ucd.ie](mailto:proposalsupport@ucd.ie))
* TTO: Dr Stacey Kelly (Agri-food & Veterinary research areas) or Dr Stephen Donoghue (Environment Research Areas) ([stacey.kelly@ucd.ie](mailto:stacey.kelly@ucd.ie) or [stephen.donoghue@ucd.ie](mailto:stephen.donoghue@ucd.ie))

**Other Contacts:**

Meadhbh O’Halloran ([meadhbh.ohalloran@ucd.ie](mailto:meadhbh.ohalloran@ucd.ie)) – UCD Research, Proposal Support Team

Chan Arunachalam ([chanemouga.arunachalam1@ucd.ie](mailto:Chanemouga.arunachalam1@ucd.ie)) – Research Manager, School of Agriculture and Food Science

Fiona Power ([fiona.power1@ucd.ie](mailto:fiona.power1@ucd.ie)) – Research Manager, School of Veterinary Medicine

Niamh McLoughlin ([niamh.mcloughlin@ucd.ie](mailto:niamh.mcloughlin@ucd.ie)) – Director, One Health

Geraldine Quinn ([geraldine.quinn@ucd.ie](file:///C:\Users\UCD\Downloads\geraldine.quinn@ucd.ie)) – General Manager, Institute of Food and Health

Caitriona Devery ([caitriona.devery@ucd.ie)-](mailto:caitriona.devery@ucd.ie)-) Research Manager UCD Earth Institute

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| Tab 1: PARTNER DETAILS |

**GMS ORGANISATION**

*Populates automatically once the project Coordinator has commenced the proposal. Update Coordinator SmartSimple profile RPO (My Organisation).*

**PROJECT COORDINATOR DETAILS**

*Populates automatically once the project Coordinator has commenced the proposal. Update Coordinator SmartSimple profile RPO (My Profile).*

**Invite User**

*The project Coordinator will have the facility to invite others within the Lead RPO as well as the lead PI across all participating RPOs to complete sections of the proposal. Please follow the instructions on the portal. It is strongly recommended that these are* ***invited immediately on commencement of a proposal****. Please note the system requires the lead PI in each RPO to accept the invitation and sign a declaration, once these are complete the system will then automatically populate the relevant RPO’s names across the proposal.*

*Applicants are strongly advised to* ***invite their VP and TTO to engage with the submission*** *and to ensure the VP and TTO declarations are completed as without these the application is not complete*

**Organisations Involved**

*This will be automatically populated once the lead PI in each RPO to accept the invitation and sign a declaration.*

*All applicants may log on to their SmartSimple profiles to amend their contact details. You cannot update your contact details within the application process.*

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| Tab 2: PROJECT DETAILS |

**Summary of Project Details**

*Upload a Project Overview PowerPoint. Approx. 10 high level slides, no more than 15. Maximum file size 2 GB.*

**Research Area**

*Please select the research category that best describes your proposal. The coordinator may also select a secondary category where appropriate. Please refer to the* [*Call Specification*](https://assets.gov.ie/static/documents/2_DAFM_Research_Call_Specification_2025_160425.pdf) *for details of the Themes and their Thematic Research Objectives.*

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| **Select First Theme**  *Select from drop down menu*  *Theme I. Climate, Agri-Environment and Biodiversity*  *Theme II. Smart, Sustainable Animal & Plant Production, Health & Welfare*  *Theme III. Bioeconomy, Agtech, Digitalisation & Data*  *Theme IV. Safe, Nutritious and Sustainable Food Processing and Consumption* |
| **Select First Topic**  *Select from drop down menu* |
| **Select Additional Theme (optional)**  *Select from drop down menu* |
| **Select Additional Topic (optional)**  *Select from drop down menu* |
| **Funding Instrument**  *Select form drop down menu – (Standard/Large/Strategic) under which the application is being made. Refer to the Call Specification for details. Only one of the Funding Instruments set out in the Call Specification may be selected.* |
| **Requested Funding Amount**  *Fill in the funding amount requested* |
| **Project Title**  *Project title as given by the Lead Institution. Keep it short as possible.* |
| **Acronym**  *Provide a suitable acronym for the project* |
| **Abstract**  *The abstract should be short, precise and not more than* ***300*** *words. It should provide a clear description of the objectives of the project proposal and how these objectives will be achieved. It should be written primarily in lay, non-technical language. It is intended that this statement will be used to describe the project on the DAFM website if the proposal is funded.* |
| **Keywords**  *Max of 6 project keywords. choose words that will assist readers in identifying the core message in your research.* |
| **Project Start Date**  *In dd/mm/yy**format. Start date should be given as the first day of the start month of the project. A target start date of 01/12/2025 should be reported.* |
| **Project End Date**  *In dd/mm/yy**format. The end date must be the last day of the month.* |
| **Strategic Alignment (***300 words max)*  *This section is used to indicate how the proposed research aligns with Strategies outlined in Annex A of the Call Specification document.*  *How does the proposed research align with the following:*  *•* [*Food Wise 2025*](https://www.gov.ie/en/department-of-agriculture-food-and-the-marine/publications/food-wise-2025/) *and other relevant national policy documents*  *•* [*NRPE Report & Innovation 2020 Strategy*](https://enterprise.gov.ie/en/consultations/consultations-files/department-of-education-and-skills-and-hea.pdf)  *• European and/or International Research Initiatives and other relevant European/International*  *policy/regulatory/legislative drivers (e.g. SDGs or Paris Accord)*  *DAFM encourages the formation of Thematic Coordination Networks among researchers involved in standard and large projects. Provide a summary of how you will address this requirement.*  *The purpose of a thematic network would be to assist with the sharing of state-or-the-art knowledge and methodologies, with a view to speeding up discoveries and closing the gap between research and innovation.* |
| **Related Applications**  *Have you previously submitted this proposal or a similar proposal, in part or full, to DAFM or any other funding body? Yes/No*  *If yes, give details*  **Proposal Submission**  *Are you currently submitting this proposal or a similar proposal, in part or full, to any other funding body? Yes/No*  *If yes, give details* |
| **Technology Readiness Level Scale**  *Select from drop down menu the position on the Technology Readiness Level Scale that best fits your proposal. Technology Readiness Levels (TRL) are defined by the European Commission.*  *TRL 1 – basic principles observed*  *TRL 2 – technology concept formulated*  *TRL 3 – experimental proof of concept*  *TRL 4 – technology validated in lab*  *TRL 5 – technology validated in relevant environment (industrially relevant environment in the case of key enabling technologies)*  *TRL 6 – technology demonstrated in relevant environment (industrially relevant environment in the case of key enabling technologies)*  *TRL 7 – system prototype demonstration in operational environment*  *TRL 8 – system complete and qualified*  *TRL 9- actual system proven in operational environment.*  *For additional information please see* [*Appendix B of Call Specification*](https://assets.gov.ie/static/documents/2_DAFM_Research_Call_Specification_2025_160425.pdf) |
| **Explanation of TRL**  Please explain why you have selected your particular option above. (max 50 words) |
| **Policy Readiness Level Scale**  *Select the position on the Policy Readiness Level Scale that best fits your proposal. Policy Readiness Levels (PRL1-9) are defined in the* [*DAFM Guidelines*](mailto:https://assets.gov.ie/static/documents/DAFM_Research_Call_Guidelines_2025_160425.pdf)  *For additional information please see* [*Appendix C of Call Specification*](https://assets.gov.ie/static/documents/2_DAFM_Research_Call_Specification_2025_160425.pdf) |
| **Explanation of PRL**  *Please explain why you have selected your particular option above. (max 50 words)* |
| **Societal Readiness Level Scale**  *Select the position on the Societal Readiness Level Scale that best fits your proposal. Societal Readiness Levels (SRL1-9) are defined in the* [*DAFM Guidelines*](mailto:https://assets.gov.ie/static/documents/DAFM_Research_Call_Guidelines_2025_160425.pdf)*.*  *For additional information please see* [*Appendix D of Call Specification*](https://assets.gov.ie/static/documents/2_DAFM_Research_Call_Specification_2025_160425.pdf) |
| **Explanation of SRL**  *Please explain why you have selected your particular option above. (max 50 words)* |

**Project Information/Overview**

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| **Objectives** *(300 words max)*  *Describe the specific objectives for the project. These should be consistent with the expected exploitation and impact and be clear, measurable, realistic and achievable within the duration of the project. Clarity and pertinence in the presentation of the objectives is essential and presentation in bullet point format is preferable.* |
| **Gender and Equality** *(150 words max)*  *Where relevant describe how gender was considered in developing the proposal, in particular relevant recommendations of the*  [*HEA National Review of Gender Equality in Irish Higher Education Institutions*](https://hea.ie/assets/uploads/2022/03/Report-of-the-Expert-Group-2nd-HEA-National-Review-of-Gender-Equality-in-Irish-Higher-Education-Institutions.pdf). |
| **Impact Statement (Expected Impacts and Maximising Impact)**  *When completing this section you should refer to the* [*Impact Guidance Document.*](https://www.gov.ie/en/publication/ca9cc-research-funding-guidelines/) *Additional resources on how to write the Impact section are available on the* [*UCD Research Portal*](https://www.ucd.ie/research/portal/outcomesandimpacts/impactplancapturecommunicate/)*.* |
| **Expected Impacts** *(750 words max)*  *Please describe the expected impact of the proposed research project, be as specific and comprehensive as possible and cover potential impacts by considering the following questions:*   * *What is the ultimate vision/final goal and where does this proposed research fit into this scheme?* * *What are the expected impacts of the proposed research project and what is the likely added-value or benefits to areas of impact such as the economy, environment, policy or society?* * *Amongst other aspects, indicate how the project will enhance innovation capacity and integration of new knowledge so as to:* * *Meet the needs of the Irish agri-food, marine, forestry and bioeconomy sectors. The impact of the research on end-users (farmers, agri-food and forestry businesses, regulators, State Agencies and policy makers) is particularly important, consideration of how it will help evidence-based policy formation and/or the legislative/regulatory framework* * *Address consumer, citizen and societal needs (e.g. wider economic development, competitiveness, jobs, growth, investment, health, the environment and climate change)* * *Address industrial and societal engagement in the development of the research and innovation* * *Building and/or maintaining Capacity, Capability, Critical Mass & Collaboration within the Irish Research system. This could include a description of scientific benefits such as the development of critical mass, recognised expertise, contribution to the pool of scientific knowledge, national collaboration, links between research institutions and industry, and dissemination of results* * *Enhance researcher/institution’s potential for involvement in opportunities offered by other funding agencies, transnational programmes and in particular Horizon Europe projects. In this regard, it would be instructive, where applicable, to indicate how any funding received under the two most recent rounds of DAFM’s Research Programmes have enhanced the applicant’s potential for involvement in Horizon Europe or other funding opportunities, where applicable.* * *Who will take up the research to deliver change and who will benefit from this research? How will they benefit from this research?* * *Over what timeframe the benefits from your proposed research project might be realised?* * *Distinguish the term of the expected impacts of a project and specify the impact(s) that are achievable within the lifetime of the project and those that may occur beyond the lifetime of the project.* * *Are there any barriers, obstacles or any framework conditions that may influence whether, or to what extent, the expected impacts will be achieved?* * *(e.g. IP, regulations, standards, public acceptance, workforce considerations, financing of follow up steps, cooperation with other stakeholders/links in the value chain, poor dissemination or knowledge transfer)* |
| **Measures to Maximise Impact** *(750 words max)*  *Please describe what plans will be put in place by the proposed research project to increase the chances of economic, environmental, policy or societal impact. A credible implementation plan must contain an outline of the pathways to impact. When completing this section please consider the following:*   * *Identify an outline of the pathway or road map to impact in the market, in communities, policy or regulatory use, in the environment, both during and beyond this proposal.* * *Describe how you intend to progress the outputs of the finished project to the next stage in the impact pathway. Will this be through application to another national or international fund or through engagement with regulatory authorities, industry or policy makers?* * *Describe the appropriate milestones, deliverables and realistic timelines for impact.* * *Indicate how will the results be utilised and exploited and with whom.* * *Provide how the knowledge from the proposed research project will be disseminated/transferred and to whom. Describe what types of communication activities might be used. This can be referenced in the Knowledge Transfer Plan.* * *Describe what interactions with ongoing activities in projects and national/international networks in which project partners are involved can contribute to the project development and its impact.* * *Identify existing and related intellectual property and indicate if your proposed research is covered by an existing IP licence(s) and how this can contribute to impact.* * *Any relevant documentation can be annexed to support your proposal, for example the pathway to impact and its milestones, deliverables and timelines may be provide in tabulated form.* |
| **Knowledge Transfer Plan (Knowledge Outputs, Key Stakeholders, Knowledge Transfer Activities)**  *Please refer to* [*Call Guidelines*](mailto:https://assets.gov.ie/static/documents/DAFM_Research_Call_Guidelines_2025_160425.pdf) *document for completing this section (page 13-16).*  *As per the* [*DAFM Knowledge Transfer and Exchange Guidance Document*](https://www.gov.ie/pdf/?file=https://assets.gov.ie/109012/614d1a79-4630-4b62-b137-94e04153a940.pdf#page=null)*, the KT implementation plan must be added to the Work Plan as Task 1.* *Additional support is available on the* [*UCD Research Portal*](https://intranet.ucd.ie/research/t4media/IPR_2018-2019.pdf)*.*  *In this section, please describe what plans will be put in place by the proposed research project to describe the expected knowledge created from the project, identify and engage key stakeholders and undertake knowledge transfer to increase the chances of uptake and use of findings from the proposal, be as specific and comprehensive as possible.*  *A credible implementation plan must also be provided and contain an outline of the pathway(s) of Knowledge Transfer. The implementation plan is to be included in Section 4 (Work Plan) of the application form as a dedicated Knowledge Transfer Task – use Task 1 for this purpose.* |
| **Knowledge Outputs** *(max 400 words)*  *Describe the expected knowledge outputs of the proposed research project.*   * *What are the expected knowledge output(s) from the research? Identify and describe the key results and messages that will be disseminated.* * *Knowledge output types include (but are not limited to): de-novo knowledge, novel technology, novel process, RTD methodology, report/study/review, case study, conceptual model, guidelines/standards, training activity/learning module, software/modelling tools, database, product, prototype, services/tools,* * *What is/are the key messages from the research results likely to be?? and how does that connect with wider societal, environmental or economic challenges or opportunities?* * *What is the likely status of the expected knowledge?* * *Not all knowledge is ready for uptake or application: Is more research required for validation? Is there corroborating information? Is the knowledge conclusive enough to provide evidence to or be actionable by a stakeholder?* * *How will the knowledge outputs from the research be managed during the research and what access will be made for stakeholders, describe any data systems or repositories that might be utilised? What, if any, IP considerations need to be included?* * *If relevant to the research proposal, how will co-producers feed into the knowledge outputs?* * *What knowledge do they bring to the research project and how will that add to the research results/outputs and impacts? Is it easily shared and transferred through writing or speaking? Or is it developed through the experiences, observations, and insights of a person or community?* * *What specific parts of the knowledge inputs will they be involved in? Will they contribute to joint design and scoping of the research proposal (co-creation)? Is the contribution a one-off engagement or is it throughout the research project? Will they be involved in research dissemination of results/outputs from research?* |
| **Key Stakeholders** *(max 300 words)*  *Describe the key stakeholders of knowledge transfer that are proposed for the research project.*   * *Who are your target audience that are relevant for knowledge transfer activities?* * *Who are the target-users that will take up the research project results and use it to bring about change? What area are they from policy, business, and/or society?* * *Are end-users or beneficiaries that are expected to use and benefit from the research being included, if so, please provide details on whom?* * *Are primary producers or agricultural advisors included in the research and do they have a co- production role?* * *What is the purpose of the knowledge outputs to your stakeholders?* * *How will the research results will be utilised and exploited, what possible applications may result and for which specific development stakeholder(s) will it be relevant?* * *What will the identified stakeholders do with the research results to bring about change? How do they enable knowledge transfer to deliver impact with end-users of the research?* * *How will the dissemination of results to the identified stakeholders be expected to change public policy or schemes, drive further research, generate discussion, change practices, educational/training and/or provide potential new products, services or technology in a sector?* * *Are there other individuals, organisations or bodies who could be used to maximise your connection with the stakeholders?* |
| **Knowledge Transfer Activity** *(max 500 words)*  *Describe the dissemination/communication/publicity/media engagement transfer activities, channels and measures of the proposed knowledge transfer that will be used in the research project.*   * *What proposed dissemination measures will be used to transfer the research findings by the project during the period of funding? All forms of dissemination to key stakeholders should be included.* * *Is dissemination via publication in peer reviewed articles, technical publications, national reports or through social media? Should the dissemination be in scientific/technical or nontechnical language?* * *Is dissemination via physical events at meetings, training events, workshops or seminars, prototype, demonstrations or “living labs” (e.g. real life best practice installations, organisations, farms)?* * *Consider if there are any existing science-to-policy, science-to-industry and/or science-to society channels that you could use? Are there specific forums, events or consultations taking place?* * *Indicate, where relevant, dissemination measures that are proposed for the community/public/societal engagement related to the project.* * *Specifically, if dissemination is to be undertaken via a thematic network a summary of how this will be addressed is required.* * *The purpose of a thematic network would be to assist with the sharing of state-of-the-art knowledge and methodologies, between key development stakeholders with a view to speeding up discoveries and closing the gap between research and innovation.* * *Other means of publicity include media engagement.* * *How will the dissemination measures be tailored to the specific needs of different target audience and what messaging should accompany the dissemination?* * *Are the selected channels appropriate for the development stakeholder(s) and type of information to be transferred? What are the details and the rationale for the use of the 17 selected channel(s)? Is the language employed appropriate for the stakeholder (i.e. technical or non-technical)?* * *When will the dissemination of research information and/or results take place?* * *At what milestones will the project results be disseminated and to which development stakeholders at the start of the project, different project stages, end of the project, or at specific times related to external factors? o What potential chains of transfer exist between different development stakeholders that need to be considered when disseminating research results along the knowledge transfer pathway?* * *Who is involved and what stakeholders need to be connected? o How will the proposed dissemination measures help achieve knowledge transfer from the project and how will it contribute to the project’s impact?* |
| **Data Management Plan** *(max 150 words)*  *How will the participants manage the research data generated and/or collected during the project?*  *As part of making research data findable, accessible, interoperable and re-usable (FAIR), a DMP should include information on:*   * *the handling of research data during and after the end of the project* * *what data will be collected, processed and/or generated* * *which methodology and standards will be applied* * *whether data will be shared/made open access and* * *how data will be curated and preserved (including after the end of the project).*   *Guidance on how to draft a DMP section are provided on the* [*UCD Research Portal*](https://intranet.ucd.ie/research/portal/ucdresearchproposalwritingsupports-guidelinestipsandtemplates/index.html) *and support is provided by the UCD Library. This* [*website*](https://libguides.ucd.ie/data/UCD_DMP) *contains some basic questions that might be addressed to show how Data will be managed throughout the project duration* |
| **Open Access** *(150 words max.)*  *What is the strategy for knowledge management and protection including with regards to Open Access? Please note that an undertaking that* [*DAFM’s Policy on Open Access*](https://www.gov.ie/en/publication/ca9cc-research-funding-guidelines/) *and the* [*National Action Plan for*](https://norf.ie/national-action-plan/)[*Open Research*](https://norf.ie/national-action-plan/) *will be adhered to must be included.*  *You might consult the* [*UCD Library dedicated page*](https://libguides.ucd.ie/data/funders) *to learn more about Funder’s open access policies.* |
| **Existing and Related Intellectual Property** *(500 words max.)*  *Indicate if your proposed research is covered by an existing IP licence(s). Please search relevant IP websites to ensure this search is accurate. Please outline, in a concise format, the results of the search in the application form. Any existing IP in the same research area and held by the collaborating institutions, such as patents or licenses, should be described. The information provided should indicate a track record of IP management and reassure the evaluators reading the proposal that the research can be conducted without conflicting with any existing IP (i.e. that the researchers have freedom to operate in that area).* |
| **Licensing and IP Potential** *(150 words max.)*  *Is there potential for licensing, intellectual property, new products, services or business or organisational models? e.g. outline discussions with your institution’s technology transfer officer regarding the future plans for the deliverables from your research. Coordinators are advised to seek advice from their institutions’ technical transfer officer on dissemination of sensitive information, which may be subject to an IP application* |
| **Thematic Coordination Networks** *(150 words max)*  *DAFM encourages the formation of Thematic Coordination Networks among researchers involved in standard and large projects. Provide a summary of how you will address this requirement. The purpose of a thematic network would be to assist with the sharing of state-of-the-art knowledge and methodologies, with a view to speeding up discoveries and closing the gap between research and innovation.* |
| **Relevant Documentation**  *Please upload any relevant documentation related to this section* |

**Additional Project Information**

*Please select the categories that best describes your proposal. The proposal should be categorised under one of the areas outlined in* [*Research Classification Ireland*](https://www.gov.ie/pdf/?file=https%3A//assets.gov.ie/263890/6a7615b8-b85d-4f4e-9e29-cefaac4b65f8.pdf&page=null) *(RCI) or under Research for Policy or Knowledge if not covered by the RCI areas. RCI Codes -* [*RCI-codes.pdf*](https://dafmresearch.smartsimple.ie/files/627386/f189165/RCI-codes.pdf) *FOS Codes -* [*FOS-codes.pdf*](https://dafmresearch.smartsimple.ie/files/627386/f189165/FOS-codes.pdf)

*Any relevant documentation can be uploaded to support your proposal.*

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| **National Research Classification - Field of Research code (Primary)**  *[Dropdown]* |
| **National Research Classification - Field of Research code (Secondary***)*  *[Dropdown]* |
| **National Research Classification - Socio-economic Objective code (Primary)**  *[Dropdown]* |
| **National Research Classification - Socio-economic Objective code (Secondary)**  *[Dropdown]* |
| **NABS Codes**  *[Dropdown]* |

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| Tab 3: WORK PLAN |

**Overall Work Plan Structure**

Please press on the + to add tasks, the click save draft to open all questions relating to the individual tasks. Provide a brief outline of the overall structure of the work plan.

* Indicate timing of the different tasks and their components
* include GANTT charts or similar. These charts should outline the estimated cost of each task.
* Provide a graphical presentation of the components showing how they inter-relate.

**Project Tasks**

*Please ensure* ***Task 1 relates to the Knowledge Transfer*** *activities that relate to your proposal. Describe the appropriate milestones and deliverables linked to the relevant knowledge transfer activities as; be realistic in respect of timelines and resources required for knowledge transfer or exchange. The budget requirements for resources linked to the knowledge transfer activities of the project should be provided for in the relevant budget sections of the application form and identified for knowledge transfer.*

*The Task List is intended to provide details of the work being carried out in terms of the*

*• Research methodologies*

*• Division of responsibilities*

*• Expected progress of the research*

*• Expected outcome of the research*

*As per the DAFM* [*Knowledge Transfer Guidance*](https://assets.gov.ie/109012/614d1a79-4630-4b62-b137-94e04153a940.pdf) *document (Page 13), the Knowledge Transfer implementation plan must be added to the Work Plan as Task 1 outlining milestones and deliverables.*

*The information provided in this section allows the Evaluators to determine the scientific excellence of the research and subsequently, facilitates the evaluation of progress made on the tasks in the Project Progress Reports (PPRs). The list should enable the evaluators to determine exactly who is responsible for which aspects of the work, on both an institutional and principal researcher basis. The latter information should be included within the task description.*

***Tasks:*** *Each task should be given a title and labelled as 1, 2, 3 etc. You should restrict your response to 10 Tasks.*

***Objectives:*** *The objectives of the task should be provided and these should be related to achieving the overall objectives of the project.*

***Lead Researcher, Institution & Other Institutions involved****: Please indicate the lead institution for each task, the name of the lead researcher and the other Institutions involved in carrying out the task. Within the task description, the role of the various collaborators should be clear.*

***Start and Finish Months****: The start and finish timing should be included as month number e.g. start month no. 1 and finish month no. 12.*

**Description:** *The description should provide an outline of the work to be done to achieve the objectives. It should include, for example, experimental methodologies, numbers of experimental units, specialised equipment, institutions involved and role of collaborators, etc. Describe the overall methodology e.g. outlining the particular activities. Overall, indicating the credibility and the quality of the research proposed is essential. Due consideration should be given to the multi-actor approach concept involving government, state agency, indigenous or FDI industry, non-governmental organisations or consumer/citizen engagement as required and should seek to develop wider participation in research and innovation.*

**Milestones:** *Milestones denote when aspects of the work are complete and must be completed for each task. Each milestone should indicate the work that should be completed by a certain date. The dates should be given as month number. Each Milestone should be cross-referenced to its respective Task number throughout the application form in a sequential manner, i.e. by labelling for Task 1 as M1.1, M1.2, etc; Task 2 as M2.1, M2.2, etc.*

**Deliverables:** *Deliverables should indicate what the outcomes of the task will be. The outputs and deliverables expected from the task as a whole should be described. They should be measurable / quantifiable. Dates for deliverables to be achieved should be indicated and given as month number. Each Deliverable should be cross-referenced to its respective Task number throughout the application form in a sequential manner, i.e. by labelling for Task 1 as D1.1, D1.2, etc; Task 2 as D2.1, D2.2, etc.*

**Risks:** *Project management includes the need to manage risk. Research carries a risk of not achieving the anticipated outcomes or objectives for a variety of reasons. This section should indicate that, where risks have been identified, alternative approaches have been identified and may be pursued.*

*To provide clarity of the overall risk management approach in the context of the proposal please outline a description of each identified risk, its likelihood, impact, and proposed measures for mitigation.*

**Costs:** *In this section you should enter the cost, per task, of each task associated with each RPO. Where categories are used against a number of tasks please enter a relevant percentage of the costs against each task. These overall costs must align with the overall budget and will form part of the evaluation of the project in relation to value for money.*

*Any relevant documentation can be uploaded to support your proposal.*

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| ***Task 1***  **Title** | | | | | | | | | |
| **Objectives** *(500 words max)* | | | | | | | | | |
| **Lead Researcher, Institution & Other Institutions involved***(100 words max)*  *Detail the lead institution for each task, the name of the lead researcher and any other institutions involved in carrying out the task. Within the task description, the role of the various collaborators should be clear* | | | | | | | | | |
| **Project Task Start Month**  *Drop down, E.g. Month 1 or 2 or 3….* | | | | | | | | | |
| **Project Task End Month**  *Drop down, E.g. Month 1 or 2 or 3….* | | | | | | | | | |
| **Researchers to be involved** (Numbers) | | | | | | | | | |
| MSc |  | | PhD |  | | PhD+ |  | RA/RO/Technician/Other |  |
| **Description** | | | | | | | | | |
| **Task 1.1:** Name of this task  **Lead:** Name  **Contributors:** Name  Description of this task and methodology:  **Task 1.2:** Name of this task  **Lead: Name**  **Contributors:** Name  Description of this task and methodology  *Add additional subtasks as needed* | | | | | | | | | |
| **Deliverables** | | *D1.1 – Name of deliverable (Month to be achieved) – RPO Responsible*  *D1.2 - Name of deliverable (Month to be achieved) – RPO Responsible* | | | | | | | |
| **Milestones** | | *M1.1 – Name of milestone (Month to be achieved) – RPO Responsible* | | | | | | | |
| **Risks** | | | | | *Mitigation Measure* | | | | |
| *Risk 1.1 – Description* | | | | | Mitigation Measure Description | | | | |

**Costs**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Task 1 | Personnel | T&S | Consumables | Equipment | Other Cost | Total Requested Funding | Own Contribution/ BIK | Total Task Cost |
| RPO 1 |  |  |  |  |  |  |  |  |
| Overhead |  |  |  |  |  |  |  |  |
| RPO 2 |  |  |  |  |  |  |  |  |
| Overhead |  |  |  |  |  |  |  |  |
| RPO 3 |  |  |  |  |  |  |  |  |
| Overhead |  |  |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |  |  |

***[Repeat as Necessary for additional Tasks]***

**Project Tasks Supporting Documentation** - Please upload any relevant documentation relating to this section including Gantt Chart outlining milestones.

|  |
| --- |
| **Tab 4: KEY PARTICIPANTS** |

**Summary of Key Participants – RPO**

**RPO Lead Researcher Details**

*Please provide a brief summary of the expertise and track record of the Coordinator, Principal Investigator (if different to Coordinator) and Lead collaborating Researchers in obtaining additional exchequer and non-exchequer funding either through external research funding programmes (e.g. FP7, Horizon Europe) and/or Industry sources. Refer to the* [*Call Guidelines*](mailto:https://assets.gov.ie/static/documents/DAFM_Research_Call_Guidelines_2025_160425.pdf) *when completing this section*

***Principal Investigators***

*Each project should have a Principal Investigator (PI) who must be a permanent member of the lead institution’s staff. The PI and the Project Coordinator may be the same person. If that is the case, the criteria above for PI must be met. The PI for each RPO must be invited in Tab 1. In order for the application to move forward with the automatic population of RPO details each invited PI from collaborating RPOs must accept the invitation and sign the relevant declaration indicating there is no conflict of interest.*

*Please provide a brief summary of the expertise and track record of the Coordinator, Principal Investigator (if different to Coordinator) and Lead collaborating Researchers in obtaining additional exchequer and non-exchequer funding either through external research funding programmes (e.g. FP7, Horizon Europe) and/or Industry sources.*

*Note that for evaluation purposes, in the event that proposals have passed the threshold and are tied on the same evaluation score, evidence of pursuing and securing external non-Exchequer sourced funding over the past 5 years including, in particular, from Horizon 2020 and Horizon Europe programmes will confer an advantage.*

*Task responsibilities relate to specific responsibilities within the project.*

|  |
| --- |
| **Person Name** |
| **Job Title** |
| **RPO Name**  *Drop down menu* |
| **Roles and Responsibilities**  *Role and Task Responsibilities in Project* |
| **Main Areas of Scientific Expertise** |
| **Recent Publications and Achievements**  *Maximum of 5 most Recent Publications, Products, Services or Other Achievements Relevant to the Proposal Being Submitted* |
| **Recent Funded Projects**  *List concisely up to 5 most recent projects funded, indicating whether as a coordinator or participant* |
| **Gender** |
| **Most recent EU Framework Programme applications** |
| **Person Number** |

***[Repeat as Necessary]***

**Upload Relevant documentation**

*Please upload any relevant documentation relating to this section including a brief CV in pdf format*

**Summary of Key Participants Non - RPO**

*This section should provide a brief summary of the expertise and track record of non-RPO collaborators.*

*Please provide details of the expertise and track record of the lead collaborating partners from industry or other non-funded partners listed in the application.*

*Where Innovation Intermediaries are engaged in your project please ensure they are listed here. The costs of permanent staff employed and funded by the institutions concerned will not be allowable. As a subcontractor such providers will have no claim to any of the results or Intellectual Property generated by the project unless they are an Irish public body.*

|  |
| --- |
| **Name** |
| **Job Title** |
| **Organisation Information**  *Name and Description of the Company or Organisation* |
| **Main Areas of Expertise** |
| **Task Responsibilities in Project** |
| **Recent Publications and Achievements**  *Where relevant, maximum of 5 most recent publications, products, services or other achievements relevant to the proposal being submitted* |
| **Email Contact** |
| **Gender** |

***[Repeat as Necessary]***

**Industry/Collaborating Partners Contribution Funding Breakdown**

*This table must be completed showing Cash or In-Kind contributions from Industry or other Partners.*

*Industry In-Kind contributions include, but are not necessarily limited to, Industry Scientists, Engineers and Technicians assigned to working on projects; Equipment; Software; Materials and Data.*

*Any relevant documentation can be uploaded to support your proposal.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Organisation Name | Personnel | T&S | Consumables | Equipment | Cash | Total Contribution |
| Organisation 1 |  |  |  |  |  |  |
| Organisation 2 |  |  |  |  |  |  |
| Organisation 3 |  |  |  |  |  |  |
| Total |  |  |  |  |  |  |

**Upload letters of Support**

*Please upload letters of support outlining contribution of funding.*

|  |
| --- |
| Tab 5: STAFFING |

**Summary of Staff**

*Please download the* [*Summary of Staff Template*](https://dafmresearch.smartsimple.ie/files/627386/f180274/Summary_of_Staff_Table_(1).xls) *and provide the staffing costs in full before uploading it on the portal (mandatory). Refer to the* [*Call Guidelines*](mailto:https://assets.gov.ie/static/documents/DAFM_Research_Call_Guidelines_2025_160425.pdf) *when completing this section.*.

**Summary of DAFM funded staff and non DAFM funded staff**

The numbers of staff should be entered per RPO in these tables. Note: Report each staff member as one whether the staff member is full time or part-time.

**Staff Costs**

DAFM will provide contributions to fund the salaries of team members according to the following guidelines

* The costs of permanent staff employed and funded by the institutions concerned will not be allowable.
* Costs will be allowed for additional staff specifically hired to carry out work on the project including postgraduate students, postdoctoral researchers/contract researchers, research assistants and research technicians.
* Staffing must be commensurate with the scope, nature and sophistication of the research involved and, therefore, in the vast majority of cases the funded teams will comprise postgraduate students (PhD and Research based Masters Level) and early stage postdoctoral researchers. Given the recognised importance of student training it is expected that students will be included on all research grants, unless very strongly justified otherwise.
* In very exceptional circumstances, a more senior researcher may be considered at the minimum point of the appropriate scale. Such rare instances must be robustly justified in the proposal and backed-up with documentary evidence, so that it can be taken into account as part of the evaluation process.
* All working time charged to the project must be recorded throughout the duration of the project. All staff working on the project must be recorded even if their costs are not being charged to the project.
* For each team member including, but not limited to, research fellows, postdoctoral researchers, research assistants, PhD students, Masters students, operations staff etc., for whom funding is requested, a description of the required expertise and the specific role of the team member should be included in the application.
* Maternity, adoptive and paternity funding arrangements for DAFM funded, non-permanent salaried staff. Any applications for this additional funding to be allowable against the project will only be considered where the staff member to whom such leave has been granted, is ineligible, in their own right, to claim PRSI related benefits for the duration of this leave and will be limitedto the amount and duration of the period normally applicable for such PRSI related benefits. In the case of those who do qualify for social welfare benefits no additional costs will arise as they will themselves draw down their own social welfare benefit. In all cases where an RPO decides to replace such a staff member for the duration of that person’s absence, this must be financed from within the existing project’s agreed budget and cannot be counted as additional expenditure against the project. The RPO can, within its own competence, opt to pay full salary but this additional cost will not be covered as eligible expenditure within the project. Eligibility for this additional funding will not exceed either the end date of the individual’s employment contract or the end-date of the project. MSc and PhD students are ineligible to apply for this additional funding as they are not salaried.
* In submitting budgets for salary increases during the life of the project RPO’s must:
* Allow for Annual Salary Scale point increases and should estimate amounts to allow for known wage agreements as well as any possible future agreements which may fall due arising from pay agreements which may be concluded during the duration of the project,
* Allow for additional annual costs to their budget, as an employer to provide for Employers’ PRSI and Pension Contributions chargeable for each individual hired that may arise.
* It is the responsibility of the relevant RPO to determine which amounts need to be included in their budget proposals to cover these outlays. In this regard it should be noted that only where such increases are budgeted for will RPO’s be able to claim these amounts.

**Staff Metrics - Funded**

All staff working on the project should be listed and the required information provided under the various headings. Category codes for all staff must be included as DAFM requires this information for national reporting. As regards permanent staff employed by the RPOs and any other staff not paid for by the research grant, the cost element alone can be omitted but all other information should be given. The cost of hired staff should be in line with the minimum point of the IUA/relevant pay scale. If there is no scale available then the minimum point of the appropriate IUA scale should be used. DAFM will contribute a maximum of €6,000 towards the annual cost of postgraduate fees for up to four years (this is reduced accordingly where institutions charge reduced fees in final years). In addition DAFM will fund postgraduate student stipends at a flat rate of €25,000 per annum for up to four years. (Consideration will be taken of the outcome of the ongoing PhD stipend review and DAFM will inform coordinators what the appropriate stipend rate is prior to or during contract negotiations.) The total costs in this table are calculated automatically. DAERA will set policy when it comes to fees and Postgraduate Stipend rates for NI, these may differ to the DAFM rate. NI applicants should contact DAERA for further information

Ordinarily DAFM funded students should be registered in Higher Education Institutions (HEIs) that are within the scope of the 1971 Higher Education Authority (HEA) Act and Section 2 of Higher Education Authority Act 2022 (Universities and Institutes of Technologies, etc.). In exceptional circumstances, and only where there is no appropriate supervisory expertise in a specific discipline available in a HEI that is within the scope of the HEA Act, a student may be registered in a HEI in another jurisdiction provided it is well justified in the proposal. In this scenario the fees and stipend must be classified as an ‘Other’ cost item on the relevant Budget spread sheet of the Irish-based RPO which is involved.

Please note that fees and stipends are two separate contributions from DAFM. The stipend must not be used to contribute to student fees under any circumstances nor is it permissible to increase the stipend if savings are made on academic fees.

**Summary of DAFM Funded Staff per RPO** *(Numbers)*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| RPO Name | MSc | PhD | PhD+ | Research Fellow | Technician/ Research Assistant/ Others | Total |
| *RPO1* |  |  |  |  |  |  |
| *RPO2* |  |  |  |  |  |  |
| *RPO3* |  |  |  |  |  |  |

**Summary of Non-DAFM Funded Staff (Non-permanent)**

*Please provide the number of staff at each RPO in this section. Note: Report each staff member as one whether the staff member is full time or part-time***.**

|  |  |
| --- | --- |
| **RPO Name** | **Non-DAFM Funded Staff** |
| *RPO1* |  |
| *RPO2* |  |
|  |  |

|  |
| --- |
| Tab 6: EQUIPMENT |

**List all durable equipment proposed for the purchase and lease**

*Please list items of equipment that are proposed to be purchased or leased. It should be clear exactly what the equipment is and its location should be clearly indicated.*

*The costs of durable equipment to be charged to the project shall be calculated according to the following formula: [(A/B) x C x D]*

*A = the period in months during which the durable equipment is used for the project after invoicing*

*B = the depreciation period for the durable equipment: 36 months for computer equipment and 60 months for all other items of equipment*

*C = the actual cost of the durable equipment*

*D = the percentage of usage of the durable equipment for the project*

*Leased equipment from external sources is not subject to depreciated calculations and thus full costs should be included directly in the appropriate rows.*

*Equipment costs for each RPO must equate with the corresponding RPO tables.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Purchased Equipment Item** | **Location (RPO/Laboratory)** | **A** | **B** | **C** | **D** | **Depreciated Cost** |
| *Response* | *Response* |  |  | € - |  | € - |
| *Response* | *Response* |  |  | € - |  | € - |
| *Response* | *Response* |  |  | € - |  | € - |

|  |  |  |  |
| --- | --- | --- | --- |
| **Leased or Rented Equipment** | **Location (RPO/Laboratory)** | **Lease or Rental Costs** | **Period Leased for** |
| *Response* | *Response* | € - |  |
| *Response* | *Response* | € - |  |
| *Response* | *Response* | € - |  |

|  |
| --- |
| Tab 7: RESEARCH FACILITIES |

***Existing Research Facilities***

*Please press the + and on the Existing Research Facilities modal window opening please Save a Draft as this then populates the table with the relevant RPO names.*

*It is expected that the participants will be able to make existing equipment and facilities available to the project or may have access to shared facilities in other institutions. This is in order to satisfy the DAFM condition that funding is provided to institutions that can demonstrate a capability for the research, however, it also provides evidence in support of the proposed collaborative links and is part of the competitive funding process.*

*Please complete relevant information in the space provided.*

|  |  |  |  |
| --- | --- | --- | --- |
| **RPO** | **Laboratories** | **Equipment** | **Other** |
| *RPO1* |  |  |  |
| *RPO2* |  |  |  |
| *RPO3* |  |  |  |

**Further Details**

*If you have more than six institutions providing existing research facilities, please download Existing Research Facilities form, populate it with details of the additional institutions, and then upload it.*

|  |
| --- |
| Tab 8: BUDGET |

UCD Budget template for this call is available in the [Research Management System](https://ucd.elements.symplectic.org/GrantTracker/en/Portal/Page/Apply?roundid=cb2c4a52-df35-4408-8a7f-b2c100b8fb87) for UCD applicants. Please use the template for completing the UCD budget in your proposal. The UCD Budget template will should be submitted on RMS for budget approval.

**Individual RPO Budget Tables:**

It is recommended that the coordinator invites the lead RPO Finance Office to engage with the submission of budgets. Where the Finance Office has been invited please be aware that until such time as they review the budget pages of the proposal and sign the declaration the application will remain in draft stage.

To complete the budgets please press the €Add button. Each RPO’s budgets must be completed in the relevant individual tab. Please Save Budget and then close the modal window.

Please ensure figures for Equipment and Staff correspond to figures included in the relevant tables. Totals are automatically calculated, all other fields must be completed.

Each RPO must input the percentage claim for overheads in the cell provided (up to a maximum of 30% or a maximum of 25% in the case of economic, desk-based research).  All categories must be completed manually except for the totals. Refer to the [Call Guidelines](mailto:https://assets.gov.ie/static/documents/DAFM_Research_Call_Guidelines_2025_160425.pdf) when completing this section.

|  |  |
| --- | --- |
| **RPO 1 Name** | *Response* |
| **% Overheads claimed by this RPO** | *Response* |

**RPO 1**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Category of expenditure** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** | **Year 6** | **Total project** |
| Contract staff | € - | € - | € - | € - | € - | € - | € - |
| Post doctorates | € - | € - | € - | € - | € - | € - | € - |
| Post graduates | € - | € - | € - | € - | € - | € - | € - |
| Consumables | € - | € - | € - | € - | € - | € - | € - |
| Travel and subsistence | € - | € - | € - | € - | € - | € - | € - |
| SUB TOTAL | € - | € - | € - | € - | € - | € - | € - |
| Durable equipment | € - | € - | € - | € - | € - | € - | € - |
| Other (please specify) | € - | € - | € - | € - | € - | € - | € - |
| *Response* | € - | € - | € - | € - | € - | € - | € - |
| *Response* | € - | € - | € - | € - | € - | € - | € - |
| Sub-contracting costs | € - | € - | € - | € - | € - | € - | € - |
| Overheads | € - | € - | € - | € - | € - | € - | € - |
| TOTAL GRANT REQUESTED | € - | € - | € - | € - | € - | € - | € - |

***[Repeat as Necessary]***

**Budget Catergory Summary and RPO Summary**

*These are linked with RPO Budget tables, with formulas embedded and will* ***auto-populate*** *when data is entered into the other linked tables.*

**Total Project Cost**

*In this section you should capture the costs including any own contribution or benefit in kind*

*Click Open. Complete all required fields in the table.*

*To add a new row, please click the "+" button.*

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Organisation Name** | **Personnel** | **T & S** | **Consumables** | **Equipment** | **Other Costs** | **Own Contribution/ BIK** |
| *RPO1* |  |  |  |  |  |  |
| *RPO2* |  |  |  |  |  |  |
| *RPO3* |  |  |  |  |  |  |

|  |
| --- |
| Tab 9: GRANT-AIDED COST |

**Justification of Grant Aided Costs Staff**

|  |  |  |  |
| --- | --- | --- | --- |
| **Organisation** | **Staff Type** | **Cost** | **Justification/Description** |
| *RPO1* | *dropdown* |  |  |
|  | *dropdown* |  |  |
| *RPO2* | *dropdown* |  |  |

**Justification of Grant Aided Costs Consumables**

|  |  |  |
| --- | --- | --- |
| **Organisation** | **Cost** | **Justification/Description** |
| *RPO1* |  |  |
| *RPO2* |  |  |
| *RPO3* |  |  |

**Justification of Grant Aided Costs Equipment**

|  |  |  |
| --- | --- | --- |
| **Organisation** | **Cost** | **Justification/Description** |
| *RPO1* |  |  |
| *RPO2* |  |  |
| *RPO3* |  |  |

**Justification of Grant Aided Costs Travel and Subsistence**

|  |  |  |  |
| --- | --- | --- | --- |
| **RPO** | **Home/Foreign** | **Cost** | **Justification/Description** |
| *RPO1* | *dropdown* |  |  |
|  | *dropdown* |  |  |
| *RPO2* | *dropdown* |  |  |

**Justification of Grant Aided Other Costs**

|  |  |  |
| --- | --- | --- |
| **Organisation** | **Cost** | **Justification/Description** |
| *RPO1* |  |  |
| *RPO2* |  |  |
| *RPO3* |  |  |

|  |
| --- |
| Tab 10: DECLARATION |

**Project Coordinator Conflict of Interest & Declaration**

**Conflict of Interest**

This declaration must be completed and signed by the Project Coordinator on behalf of all Partners involved in this collaboration.  Researchers are required to notify DAFM of any changes to the content of this Declaration as soon as such information becomes available to them.

Any conflict of interest or potential conflict of interest must be fully disclosed to DAFM as soon as it becomes apparent.  DAFM reserves the right to determine the appropriate course of action with regard to all actual and potential conflicts of interest and DAFM’s decision will be final and binding in this regard.

*Yes/No*

**Explanation of Conflict of Interest**

Where potential conflict of interest exists, provide details below.

*Response*

**Declaration**

I, the undersigned, hereby declare that all the information provided by me in connection with this application is accurate, complete and true to the best of my knowledge. I undertake to maintain such records as may be required by the Department of Agriculture, Food and the Marine.

I declare that the research to be undertaken will be compliant with research integrity, ethical and conflict of interest requirements set out in the Guidelines for Applicants.

|  |  |
| --- | --- |
| **Name** | *Response* |
| **Date** | *Response* |

**Vice President of Research/Head of Research (within lead institution) Declaration**

**Declaration**

I, the undersigned, hereby declare that all the information provided by me in connection with this application is accurate, complete and true to the best of my knowledge. I undertake to maintain such records as may be required by the Department of Agriculture, Food and the Marine.

I declare that the research to be undertaken will be compliant with research integrity, ethical and conflict of interest requirements set out Guidelines for Applicants.

|  |  |
| --- | --- |
| **Name** | *Response* |
| **Date** | *Response* |

**TTO Office (within lead institution) Declaration**

**Declaration**

I declare that the information contained in this application is correct and that commercialisation potential of the submitted proposal has been evaluated.

|  |  |
| --- | --- |
| **Name** | *Response* |
| **Date** | *Response* |

**Lead Institution Finance (within lead institution) Declaration**

**Declaration**

**Name**

**Date**

**State Aid Declaration** *(to be completed by Coordinator)*

**I declare that the research to be carried out is non-economic in nature and therefore State Aid compliant.**

**Name**

**Date**

**Artificial Intelligence Declaration**

I declare that the researchers and the research conducted will be in line with existing national, EU and international legislation (where applicable) and good practices for the use of generative AI. Researchers and research organisations should use generative AI ethically and responsibly, including respecting legal and research standards requirements

**Name**

**Date**

|  |
| --- |
| Tab 11: REFERENCES |

**References**

*Please upload list of references using* [*List of References*](https://dafmresearch.smartsimple.ie/ConfigRes/file/get/References/List%20of%20References..doc)*. Refer to the guidelines for formatting requirements.*

*References should be listed in alphabetical order, most recent first, and in the following format:*

Fewer, D.R., Murphy, O., Cosgrove, J. Echinococcosis - an international public health issue. Research in Veterinary Science 174, 891-902.

In the body of the proposal, the reference should be cited in the form: (Fewer et al., 2003) or ‘….as stated by Fewer et al., (2003)’.