UCD Research and Innovation

Irish Research Council GOIPG/PD/ EBP/EPS 2024 Guide to RMS Profiles

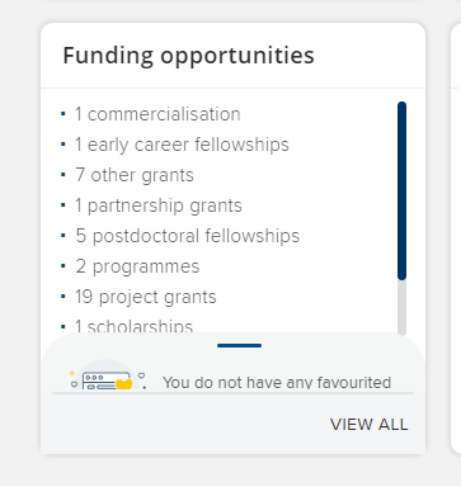
Mentor/Supervisor guide to RMS Profiles

This guide is aimed at supporting Mentors/Supervisors for the IRC GOIPG/PD/EBS/EPS 2024 calls. RMS Profiles was implemented by UCD Research in early 2023, however as this call encompasses many applicants who don't have access to this system – external UCD applicants and post-grads - UCD Research kindly ask Mentors/Supervisors to upload the proposals to the system on their behalf.

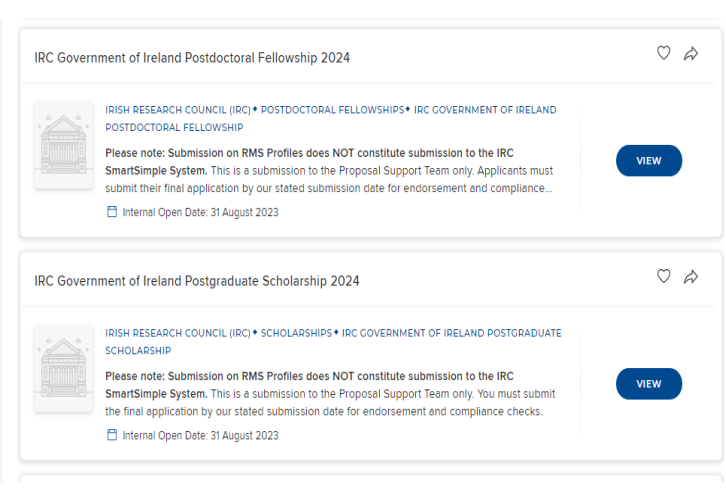
The deadline to do this is the **19th October 2023** for the **GOI 2024** call, the same deadline as your submission of endorsement of the applicant on SmartSimple.

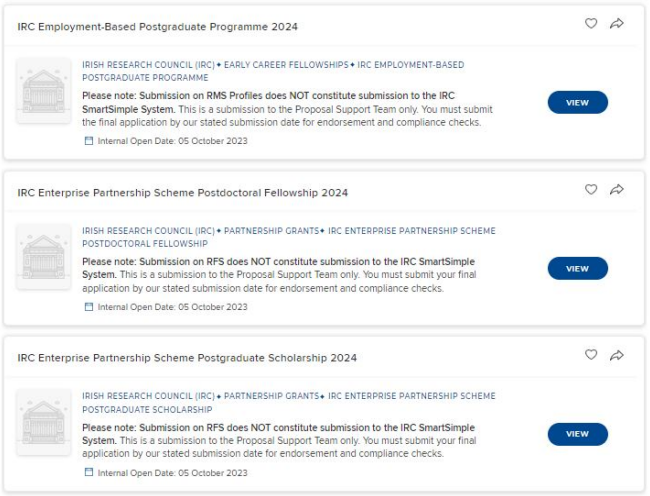
The deadline to do this is the **23rd November 2023** for the **EBP/EPS** call, the same deadline as your submission of endorsement of the applicant on SmartSimple

1. **Find the GOIPG/PD/EBP/EPS scheme from within the Funding Opportunities tile**

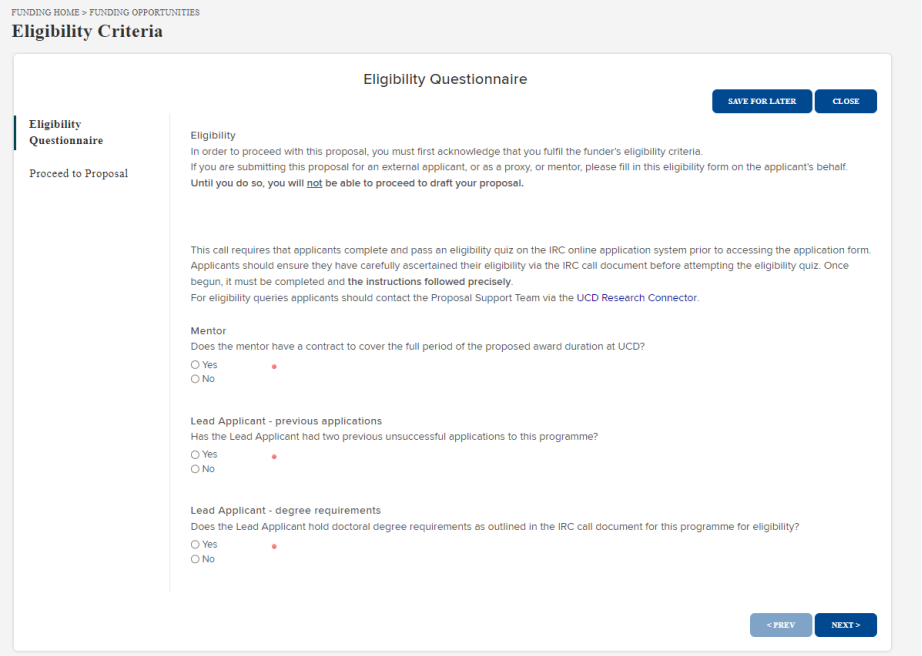


The schemes are findable, if you cannot see anything check you have cleared any filters from the right-hand side.



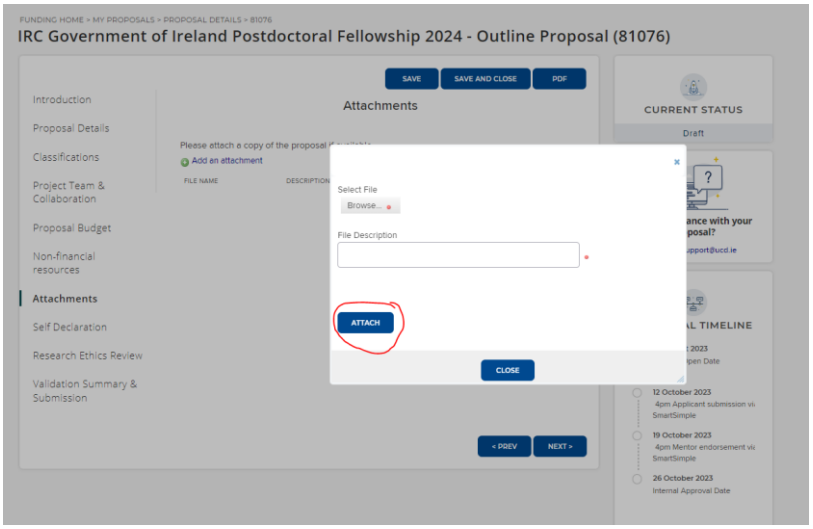


2. **View and "Apply" to the relevant scheme(s), which come with an eligibility questionnaire**

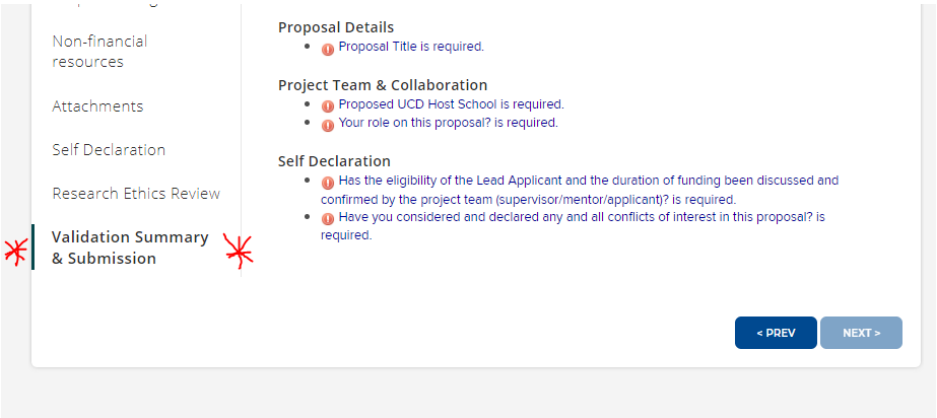


This will need to be completed for each applicant you are supporting.

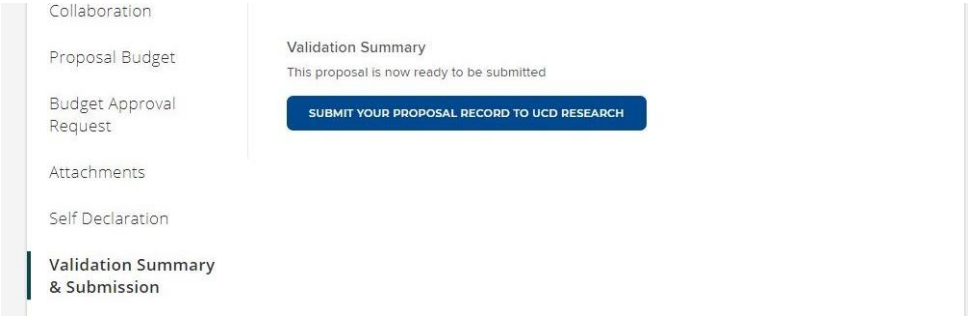
3. **Add the proposal details- attach the final PDF that was submitted on SmartSimple. Proceed to "Validation Summary and Submission" tab.**



Ensure the proposal is attached by hitting the "attach" button.



In the “validation summary &submission” tab there will be prompts for any items that were not answered that must be. Once that is completed you will proceed to a new page that looks similar to below;



When you click the blue button, another pop out will ask are you sure you want to submit. Once you click the final confirmation the process in now complete. This entire process will need to be repeated for all other applications.