Instructions for SFI-IRC Pathways Programme: Internal Selection

Only the applicants who are selected by UCD will have their application submitted to SFI via SESAME for review. Research Bodies will be permitted to put forward a maximum of 16 candidates to the STEM-led stream and a maximum of 8 candidates to the AHSS-led stream.

SFI and the IRC recognises the continued need for equality, diversity and inclusivity across the research ecosystem, and are committed to addressing the gender imbalance within the higher education sector. In recognition of this, a maximum of eight applications to the STEM-led stream, out of the 16 permitted from each eligible research body, can be from men. Similarly, a maximum of four applications to the AHSS-led stream, out of the 8 permitted from each eligible research body, can be from men.

UCD Internal Selection Process

- UCD will host two panels, AHSS and STEM, to ensure a fair and transparent selection of 8 (AHSS) and 16 (STEM) candidates for full proposal submission.

- The deadline for submission of an Expression of Interest will be **2pm on Monday 22nd January 2024**.

- Each EoI will be reviewed and marked by two or more reviewers drawn from a pool of UCD College Vice-Principals for Research, Institute Directors and members of academic staff. The evaluation process will be based on the SFI/IRC evaluation criteria and their weighting as set out in the official call document.

- The reviews will be discussed at a panel meeting of reviewers with the option of adjusting scores as necessary.

- Successful submissions to the UCD Internal Selection Process will be informed by **early February 2024**.

- **The Panels' decisions are final and there will be no appeals process.**

- A reserve list will be appointed for the unlikely event that a selected applicant will be unable to submit their full application. We strongly advise that those on the reserve list do not begin to prepare a full application to this call unless informed that a place for submission has become available.

- UCD's Proposal Support Team will work with successful submissions from the Internal Selection Process to develop their full applications in advance of SFI's deadline **10 April 2024**. We will directly inform these applicants of the supports available through our office.

How to Apply

- Read the call document very carefully to ensure that you are eligible for this scheme. Any applicants found ineligible will not be put forward for internal review.

- Ensure that you have secured a mentor at UCD and that you have written support from the Head of the School in which you would be based.

- Complete the attached Expression of Interest (EoI) form which is comprised of a shortened proposal and narrative CV. Ensure that you consult the evaluation criteria in the call guidance when completing the form.

- If you are internal to UCD, you can send your EoI to the Research Office via the funding opportunity on the Research Management System (RMS), answering the eligibility questions and attaching your EoI form and proof of Head of School support by **2pm 22 January**. For external applicants, mentors must submit EoIs and answer eligibility questions on the applicant's behalf by the same deadline. We recommend completing the eligibility questions on RMS in advance of the deadline.

- These EoIs will then be checked for eligibility and sent to the internal review panel.