***Research body (UCD) Letter of Support template (to be completed and submitted to UCD Proposal Support Team via RMS by10am 07 July 2025. Areas highlighted in grey are to be completed by the applicant - 2 pages max – Header will be in this area (please leave this text in place)***

Research Ireland

Three Park Place

Hatch Street Upper

Dublin 2 X July 2025

**Re: Institutional Support for *[insert applicant’s name*]’s application to the Research Ireland Industry RD&I Fellowship Programme 2025**

Dear Research Ireland,

On behalf of University College Dublin (UCD), I am very pleased to write this letter of support for [applicant’s title and full name]’s proposal entitled [insert proposal title] to the Research Ireland Industry RD&I Fellowship Programme 2025. The proposed research programme is aligned to two central strategic pillars of the *UCD Breaking Boundaries Strategy* to 2030, *Advancing Research* and *Innovation* and *Engaging for Impact* which are supported by a UCD cross-cutting strategic initiative to focus research activity on *Research with Ambition.*  [Add a line or two about how the project ties in with this strategy].

We confirm that the Applicant, [applicant’s title and surname], who is applying under category [A-Faculty Researcher **or** B-Postdoctoral Researcher **or**C-PhD Researcher *(select as applicable)*] meets the eligibility requirements for this call. [Applicant’s title and surname] is a [permanent member of UCD’s academic staff with a PhD conferred in [year of PhD] **or** a temporary member of UCD academic staff with a contract of over 2 years in duration with more than a year remaining at the point of application and with a PhD conferred in [year of PhD] **or** a former/current contract postdoctoral researcher with a PhD conferred in [year of PhD] **or** the holder of a PhD degree awarded by an eligible Irish Research Body with a PhD conferred in [year of PhD] **or** has been certified by [awarding university] as having fulfilled all the requirements for the award of a doctoral degree, including the submission of the hardbound corrected thesis at the date of submission **or** PhD student currentlyregistered at UCD and is within the last six months of [his/her/their] PhD Programme *(select as applicable)*]

*[****Category A****: supply a short paragraph on your position, research focus, any notable and relevant publications, mentoring, commercialisation or any other achievements or points of note you wish to refer to demonstrate your expertise for the proposed research project. A few short lines should discuss your Industry Partner and your industry mentor’s expertise. This should highlight why the university is keen to support this application and mention potential for long-term collaborations. If you have previously held a Research Ireland Industry Fellowship award describe the added benefit of the proposed Fellowship to your career]*

*[****Category B:*** *supply a short paragraph on the suitability of both yours and your industry mentor’s current expertise for the proposed research project. You may also wish to include research focus, notable and relevant publications, mentoring, commercialisation or any other achievements or points of note, as applicable. This should highlight why the university is keen to support this application and mention the potential for long-term collaboration where applicable. If you have previously held an Research Ireland Industry Fellowship award describes the added benefit of the proposed fellowship to your career. If you currently hold a postdoctoral award, include details here such as the name of the award, the start and finish dates and the current remuneration level as aligned to the* [*Research Ireland Team Member Budgeting Scale*](https://www.sfi.ie/funding/sfi-policies-and-guidance/budget-finance-related-policies/SFI-Team-member-scales_Jan-2024-to-Jun-2026.pdf)*. If you are currently employed but do not currently hold a postdoctoral award, specify your current salary here.]*

*[****Category C****: supply a short paragraph on the suitability of both yours and your industry mentor’s current expertise for the proposed research project. You may also wish to include research focus, notable and relevant publications, mentoring, commercialisation or any other achievements or points of note where applicable. This should highlight why the university is keen to support this application and mention the potential for long-term collaboration where applicable. If you have previously held an Research Ireland Industry Fellowship award describes the added benefit of the proposed fellowship to your career]*

As Host Institution for the research programme, UCD will afford full access to the required research infrastructure, along with research management services and other supports as detailed below.

**Access to Advanced Research Infrastructure:** *[Detail here the equipment, laboratory, computing, animal or other facilities available, including specifications where appropriate and access plans. Identify if there is technical support available to operate this equipment.]*

**Research Management Services and Other Supports:** UCD has a very extensive portfolio of large-scale national and international research programmes ([www.ucd.ie/research/](http://www.ucd.ie/research/)). The proposed research team will be fully supported by the wider administrative infrastructure at UCD. UCD Research provides research supports for funded research activity at UCD. The UCD post-award Research Finance Office (RFO) provides support for financial administration at all stages of university research projects and will assist in the preparation of cost statements/statements of expenditure. Research IT Services provide a range of services to support and facilitate researchers in their use of IT as an enabler for their research activities. The UCD Human Resources (HR) Office will fully assist with all HR management, including orientation and provision of other practical assistance for incoming researchers. Post-Doctoral Fellows will be supported by the UCD Research Careers Framework (RCF), which establishes a structured and supportive skills and early career development model for Post-Doctoral Fellows at UCD *(delete if applying under* ***Category A****)*. UCD is committed to the promotion of the highest standards of Research Integrity, provides education and training to prevent breaches of Research Integrity, and promotes a collaborative and collegiate research culture throughout the institution. The Research Ethics Committee (REC) oversees the general conduct of all research undertaken at UCD which is in keeping with best practice in research. The UCD Animal Research Ethics Committee (AREC) and Human Research Ethics Committees (HRECs) are responsible for reviewing all submissions for ethical approval. The university stresses the exploitation of research findings through academic-industry engagement and licensing, with management of intellectual property and commercialisation available through the technology transfer office, NovaUCD.

**Management of Conflict of Interest:** UCD researchers must comply with UCD’s published Policy on Conflict of Interest - *UCD is committed to the promotion of an environment which maintains the highest standards of integrity. It is the policy of UCD that all persons engaged in UCD activity have the obligation to manage or avoid ethical, legal, financial or other conflicts of interest and to ensure that their activities and interest do not conflict with their obligations to the University or its welfare.*

In summary, it is without hesitation that I support [applicant’s title and full name]’s application to the Research IrelandIndustry RD&I Fellowship Programme 2025.

Yours sincerely,

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**Professor Kate Robson Brown,**

**Vice-President for Research, Innovation and Impact**

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**Head of School xxxx** *(HoS not to sign until text confirmed by UCD Research*