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| You must include the information requested in the fields highlighted in yellow and return it to the Proposal Support Team for review and signature. You cannot modify any other part of the content or the formatting of the template. You must leave **this box** in place in your draft as it is designed to leave space for the letter header and UCD logo.  |

Science Foundation Ireland [Date will be inserted here by Proposal Support]

Three Park Place

Hatch Street Upper

Dublin 2

**Re: Letter of Support for UCD Lead Applicant: [Title and name] and [UCD] Co-Applicant: [Title and name, and institution if not UCD] for the SFI National Challenge Fund - Sustainable Communities Challenge**

Dear Science Foundation Ireland,

On behalf of UCD, I wish to confirm our full support for submission of this proposal [*“Title”*] ledby [Lead Applicant title and name], to the SFI National Challenge Fund - Sustainable Communities Challenge. The proposed research programme meets a core strategic objective of the UCD Rising to the Future Strategy 2020-2024 which is to *increase the quality, quantity and impact of our research, scholarship and innovation* and isin full alignment with our strategic theme [*select relevant theme/s: Creating a Sustainable Global Society, Transforming through Digital Technology, Building a Healthy World, Empowering Humanity and provide a line on how your research aligns with this theme*].

[Please provide a brief description of the project, highlighting how it is novel, significant and the value it creates.] The impact of this research will be considerable. [1-2 lines in relation to what you see the impact of the research being – think about the end result – for example: how will society change due to this research, particularly if you are successful in reaching the final phase of the Challenge award?]

The applicant, [Lead Applicant title and name] is a [position, applicant contract status i.e. permanent or temporary, if temporary state end date – Head of School confirmation of contract status is required] in the UCD School of [name]. [If there is a UCD co-applicant state the position and contract status i.e. permanent or temporary, if temporary state end date; co-applicant locations.] [Also include confirmation of PhD if you are on a contract as per eligibility criteria.]

[A brief discussion of the team and the backgrounds of the members (including societal champion, where identified), referring to its interdisciplinary nature and how each skill set will complement the project and contribute to its completion. Include knowledge, practice and methodology contribution of team members where relevant and refer to the qualification and experience of members to make these contributions.]

[Will any team member be transferring from another active SFI research grant? If so provide a description of how they will be replaced on the original award.]

[Refer again to the Societal Impact Champion (if identified at the time of application) and the benefit of this engagement between researchers and stakeholders/beneficiaries of research. Highlight a reason why this research would not reach deployment stage without this engagement.]

As Host Institution, 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. Also detail the office and local administrative supports (research managers etc) available to you. Confirm that you will have and independent office and research space available to you for which you will be fully responsible for at least the duration of the funding.]

**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. UCD’s post-award Research Finance Office (RFO) provides support for financial administration at all stages of university research projects and will assist researchers in the preparation of cost statements/statements of expenditure. Research IT Services provide a range of services designed 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. In addition, 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. PhD students will participate in UCD’s structured doctoral programmes*.*

The UCD Animal Research Ethics Committee (AREC) and Humanities and Science Human Research Ethics Committees (HRECs) conduct ethical reviews using an internationally recognised approvals system. The Research Ethics Committee (REC) oversees and advises on policy regarding the work carried out by these three main sub-committees. 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. UCD’s Gender Equality Action Plan, which is linked to the university’s Athena SWAN Bronze Institutional Award, seeks to deliver changes in related policies and procedures along with everyday behaviours and attitudes. 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 are all expected to comply with the UCD published Policy on Conflicts 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 this application by [Lead Applicant title and name]to the SFI National Challenge Fund - Sustainable Communities Challenge.

Yours sincerely,

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**Professor Helen Roche**

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