



Postgraduate Scholarship Programme 2025

Irish Research Council (IRC) Government of Ireland Postgraduate Scholarship UCD Guidance Notes (2025)

How to use this help pack

UCD Research & Innovation has developed this document to help you with your application. It should not be distributed to others outside of UCD. Due to the restrictive word counts applicable to most sections of the application form, you will not be able to cover all points listed below in your application. You must be selective and follow the advice that is relevant to your individual proposal.

Likewise, this document offers a comprehensive and detailed guide to the various services available throughout UCD. You must determine which services are relevant to your proposal and integrate this information into your application accordingly. Please bear in mind that this pack is based on the documents provided on the IRC's webpage, please read them carefully before starting your application or submitting queries. Please, be aware that section numbering, word counts, etc. may differ from the on-line form.

UCD Supports

This call is managed by the Proposal Support Team. Should you need to contact us please email us at proposalsupport@ucd.ie. **UCD Research Proposal**

Writing Supports - Guidelines, Tips and Templates will provide applicants already internal to UCD with further assistance. Those presently located outside of UCD can contact the Team for access to those supports. A general overview of successful applicants can be seen in UCD's **Pen Picture of the scheme**.

FAQs: If you have a query for which you cannot find an answer in the call documentation and FAQs already available on the [IRC's webpage](#), contact the UCD Proposal Support Team through email (proposalsupport@ucd.ie). The Proposal Support Team may refer your query to the IRC. The response will either be within the IRC FAQ's or a response sent to the Team. The **deadline** to submit FAQ queries to the IRC the is **16:00 (Irish time) 3 October 2024**. The IRC **will not answer FAQs submitted after this date**.

Important Deadlines:

Applicant deadline: 16:00 (Irish time) 10 October 2024

Supervisor deadline: 16:00 (Irish time) 17 October 2024

Research office endorsement deadline: 16:00 (Irish time) 24 October 2024

Register in SmartSimple as soon as possible and familiarise yourself with the online application form.

Overview

The aim of the Government of Ireland Postgraduate Scholarship Programme is to support suitably qualified research master's and doctoral candidates pursuing, or intending to pursue, full-time

research in any discipline. This is a prestigious competitive scholarship and amongst its features, it offers:

- individual, prestigious awards for excellent research in the name of the applicant;
- an objective selection process using international, independent expert peer review;
- funding across all disciplines, from archaeology to zoology;
- awards for bottom-up, non-directed research, with the exception of those funded by our strategic funding partners;
- a stipend of €22,000 per annum;
- a contribution to fees, including non-EU fees, up to a maximum of €5,750 per annum;
- eligible direct research expenses of €3,250 per annum.

This year's call includes four strategic funding partner themes

- [Environmental Protection Agency](#) – see appendix 1 of the call doc for more information.
- [Department of Children, Equality, Disability, Integration and Youth](#) – see appendix 2 for more information.
- [Met Éireann](#) – see appendix 3 for more information.
- [Department of Foreign Affairs](#) – see appendix 4 for more information.

Who can apply?

Before you can access the online application form, you must complete an online quiz to determine your eligibility. The quiz comprises five questions (detailed below); details on the project title; ethics and primary supervisor.

- **Question 1: Qualifications:** Applicants **must have** a first class or upper second-class honours bachelor's, or the equivalent, degree. If undergraduate examination results are not known at the time of application, the Council may make a provisional offer of scholarship on condition that the scholar's bachelor's, or the equivalent, degree result is a first class or upper second-class honours. If a scholar does not have a first class or upper second-class honours bachelor's, or the equivalent, degree, they must possess a master's degree. The Council's determination of an applicant's eligibility on these criteria is final.
- **Question 2: Previous applications:** Applicants **must not have** had two previous unsuccessful applications to the programme, including strategic partner themes. This applies regardless of whether the applicant has changed their host institution or research topic since a previous submission.
- **Question 3: Previous IRC's grants:** In the case of applications for a research master's, applicants **must not** currently hold, or have previously held, a Council scholarship. In the case of applications for a doctoral degree, applicants **must not** currently hold, or have previously held, any Council scholarship other than that which would have enabled them to obtain a research master's degree.
- **Question 4: Prohibited area:** Your research must not deal with any of the following:
 - ✓ Research activity aimed at human cloning for reproductive purposes

- ✓ Research activity intended to modify the genetics of human beings that could make such changes heritable (except for research relating to cancer treatment of the gonads, which may be funded)
 - ✓ Research activities to create human embryos solely for the purpose of research or for the purpose of stem cell procurement, including by means of somatic cell nuclear transfer
- **Question 5: Eligible Supervisor in Irish HEI or research performing organization:** who has agreed to act as your supervisor: IRC States: *Applicants **MUST** contact their primary supervisor and research office before completing an eligibility quiz or submitting an application form.*

Project Information

You are required to input the following information:

- **Project title:** UCD Research offers the following tips:
 - Ensure the title accurately describes the subject you are writing about.
 - Use a title which will catch the assessors' attention – highlight the uniqueness/innovative nature of your project.
 - **Research Categorisation and Keywords:** For further descriptions of the categorisation of research, please consult appendix I of the [IRC Guide for Applicants](#) and the IRC's [Research Categorisation document](#).
 - Keywords. Use keywords effectively to allow the IRC to assign the most appropriate assessors to your application. The keywords should drill down to your specific research area.
 - See further instructions on how to select keywords in our [supporting document](#).
- **Tentative Abstract (Max. 300 words):** The abstract will help the IRC to assign your application to the most appropriate evaluators. UCD Research offers the following tips:
 - Work with your Supervisor to ensure that the abstract is as informative as possible.
 - Define your research area.
 - Clearly state your hypothesis/overarching aim of research.
 - Emphasise the uniqueness/innovativeness of your project.
 - Briefly state how you are going to go about conducting the research.
 - Include a sentence on impact and outcomes.
- **Does your proposed research deal with the three prohibited areas?** Answer Yes or No. Please consult with your primary Supervisor before you answer this question.
- **Supervision:** Applicants **must** nominate a primary Supervisor as part of the Eligibility Quiz and confirm that they agreed to act as a supervisor for your project prior to the application. The Primary Supervisor name indicated at the Eligibility Quiz must match the Supervisor details registered later in the online platform. **Applications will be deemed ineligible if the Primary Supervisor named at Eligibility Quiz does not match the Primary Supervisor details at application stage.**

This is an important choice, choose well! Make sure your Supervisor has knowledge of your field. If you are unsure about who would be a suitable Supervisor in UCD to your project, please contact the relevant [UCD School](#) according to your subject area for assistance. You must work closely with your Supervisor who will help you to develop your application.

Primary and Additional Participants

You will have to add your primary Supervisor to your application via the online system.

Please consult the [IRC Guides to the online system for Applicants](#), Supervisors for a step-by-step guide on how to add a supervisor to your application.

Supervisor: N.B. When adding your Supervisor to the application form, please ensure that **you select from the list of Supervisors, NOT 'Mentors'**. If you select from the wrong list, your Supervisor will not receive the notification about your application. If your Supervisor is not registered yet on the IRC Smart Simple system, please ask them to contact us via email at proposalsupport@ucd.ie.

Supervisors must also complete a reference form as part of the application.

Please refer your Supervisor to the IRC's [Guide for Supervisors](#).

They will only be able to upload their reference to the online platform once you have completed your submission.

Their deadline is **16:00 (Irish time) 17 October 2024**.

It is your responsibility to ensure that they submit on time, please send them a reminder about the deadline.

- **References:** Applicants no longer need to nominate two referees.

Finally, please note that applicants will fall under one of two categories based on nationality and residency:

Category 1: the applicant **must be** a national of a European Union Member State (including the Republic of Ireland) or Iceland, Norway, Liechtenstein or Switzerland or the United Kingdom **and have been** ordinarily resident in a European Union Member State (including the Republic of Ireland) or Iceland, Norway, Liechtenstein or Switzerland or the United Kingdom for a continuous period of three of the five years preceding 1 September 2025.

Category 2: All other nationalities not mentioned above. Awards will be made to exceptional applicants who fall under this category. The number of awards that will be made in this category is smaller than the number of awards made in Category 1.

In 2023, the success rates for the programme were as follows:

	Overall success rate (all awards as a percentage of all eligible applications)	Success rate for Category Two applicants² (Category Two awards as a percentage of Category Two eligible applications)
STEM	14%	3%
AHSS	16%	4%

General guidelines on grant writing

Before drafting your application, you should:

- Read carefully through all relevant documents (eligibility requirements in the call document and application form, terms and conditions, Guide for online Applicants, etc.) before you begin.
- Determine your eligibility.

When drafting your application, you should:

- Draft your application form off-line.
- Jot down initial thoughts/ideas in bullet points.
- Flesh out these points under the appropriate headings.
- Develop a narrative and edit your application. This part of the process is time consuming, and you should produce several drafts.
- Ensure that you stay within the word counts. Make sure every sentence is relevant to the question asked. Be aware of the overall structure of the application form when preparing individual sections. Avoid unnecessary overlap but be aware that some repetition may be required to answer each section fully.
- Check your application against the selection criteria. Does your application clearly demonstrate that you have fulfilled all the criteria?
- Ask a number of people to read through your application. If possible, include a specialist, non-specialist and someone who can edit/proofread.
- Populate the on-line system a several days prior to the deadline.
- Print off a PDF copy of your application from the on-line system and read through it before submitting, ensuring that all information has been copied into the form accurately.
- Run through the checklist provided before submitting.
- *Plan to submit in advance of the deadline as the system will be heavily subscribed on the final day.*

All applications should:

- Be written with the assessment criteria in mind – See evaluation criteria in Appendix 6 (and below) of the Guide for Applicants on the call page on the [IRC's webpage](#)
- Be clear – write in plain English.
- Be concise – stick to the word counts.
- Be accurately written – proofread.
- Be written for a broad scientific audience of researchers not necessarily in your field.
- Consistent in use of terminology.
- Grab the assessors' attention – present key information as soon as possible and stress the innovativeness of the work.
- Be confident and assertive – reflect on your skills and abilities.
- Have clearly identifiable aims and objectives.
- Demonstrate feasibility of the project.

Remember:

- *The Assessors! This is who you are writing for.* Be sympathetic to the assessors and write in a manner that is easy for them to digest. Make your application form clear, concise and to the point.

- **You must understand the goals of the IRC** (see next point) and demonstrate that you are the best candidate to fulfil those goals.
- In order to do this, you must **demonstrate excellence in four distinct areas**: the **research proposal**, the **individual researcher**, the **research environment** and **skills and career development**.
- Past successful applicants may be willing to help or make their applications available.

2025 Call Evaluation Criteria

As per Appendix 6 of the [Call Guide](#)

Evaluation criteria and detail	Maximum marks
APPLICANT, including: <ul style="list-style-type: none"> • Track record and research potential of the applicant • Quality • Significance, and relevance of applicant's key achievements) • Personal Statement • Match between applicant's profile and proposed research project • Evidence of independent thinking • Quality of the references provided by the academic supervisor 	40%
PROJECT, including: <ul style="list-style-type: none"> • Clarity and coherence of the proposed research • Quality of the proposed research design and methodologies • Feasibility of the proposed milestones, deliverables and contingency plans • Consideration as to how the proposed research will advance state of the art and make a contribution to existing knowledge • Plans for dissemination and knowledge exchange of the proposed research • Consideration of the relevant ethical issues and sex/gender dimension • Where relevant, does the application directly align with the strategic funding partner's themes and priorities? 	40%
TRAINING AND CAREER DEVELOPMENT ASPECTS OF THE PROPOSAL, including: <ul style="list-style-type: none"> • Clarity and quality of training and career development plan • Potential for the development of new research-related and transferable skills and competencies, relevant to employment outside the traditional academic sector • Capacity to acquire new knowledge • Evidence of thought as to how the scholarship will impact on the applicant's career path 	10%
ENVIRONMENT, including: <ul style="list-style-type: none"> • Suitability and ability of the supervisor(s) to provide adequate supervision • Quality of infrastructure and facilities provided by the host higher education institution • Match between the applicant, supervisor(s) and the host institution 	10%

The application form

The following section provides some guidelines and tips for filling out sections of the application.

ELIGIBILITY QUIZ

IRC states: The information you input in this quiz will determine your eligibility to apply for the 2025 Government of Ireland Postgraduate Scholarship Programme. If you do **not** meet the eligibility criteria, you will be deemed **ineligible to apply** and the system **will prevent you from accessing the application form**.

UCD Research offers the following tips to include:

- Review [call documentation](#) sections 7 and 8.
- The Council will not reset Eligibility Quiz or Applications.
- Review, Review, Review before submitting. **Any errors will render you ineligible.**

Research Achievements (Max. 300 words):

The IRC states: Please provide any additional information regarding your research achievements to date such as publications, research awards, creation of data sets and databases, conference papers, patents, excavations, public broadcasts, stage performances, creative writing, creative productions and/or exhibitions.

UCD Research offers the following tips to include:

- Honours/Awards.
- Student projects/summer projects.
- Poster presentations.
- Giving presentations to scientific or non-scientific audiences.
- Contributions to relevant websites or blogs.

Work Experience (Max. 300 words)

The IRC states: Please provide details of any relevant work experience, including voluntary work, to date which should include employers' names, job titles, nature of duties and responsibilities, as well as duration of employment.

UCD Research offers the following tips:

- Reflect on jobs you have had in the past and consider what competencies you developed.
- Make sure the jobs held are relevant to your goal of embarking on a master's or PhD.
- Link the duties and responsibilities to skills developed.

Personal Statement (Max. 500 words)

The IRC states: Please highlight any additional information that has not been provided elsewhere in the application, e.g.:

- Why do you wish to pursue a higher degree by research?
- Why have you proposed this research topic?
- Why do you feel there is a specific demand for the skill set that you wish to build?
- Why are you particularly suited to this research field?
- Which of your attributes demonstrate your capability to be a good researcher, e.g. motivation, commitment, thirst for knowledge?

UCD Research offers these additional tips:

- This is your opportunity to introduce yourself to the assessors and to demonstrate that you, personally, fulfil the evaluation criteria, have given due consideration to your research topic and career development and are committed to your research.
- Offer your personal perspective on why you chose the research topic and why you chose to pursue a research degree.
- Outline your future aspirations and how the research proposed and the skills developed will help you achieve your goals.
- Include a short professional biography (including research interests, major outcomes and impacts, etc.)
- Summarise how your unique blend of skills and experience make you the ideal candidate to carry out this research project and demonstrates your ability to reach and re-enforce a position of professional maturity in research.
- Describe the activities that demonstrate your initiative, independent thinking, project management skills and leadership. Describe the potential that you have for increasing and reinforcing these qualities in carrying out this project.
- Outline any honours or awards you have received.
- If relevant, demonstrate your international mobility.

Career training and development plan (Max. 1000 words)

The IRC states: Please provide a career training and development plan which addresses the following:

- What are your career goals and how would this scholarship help you to achieve them?
- How will you go about acquiring the expert knowledge and transferable skills necessary for your professional development, e.g. technical skills, communication skills, analytical skills?
- How would this scholarship enable you to gain skills relevant to employment outside the traditional academic sector?
- How can the scholarship transform your existing skills in those identified as being required to pursue the chosen career?

UCD Research offers these additional tips:

- This is an opportunity to demonstrate the excellent and broad set of skills you will acquire during the course of your research and the subsequent development of your career prospects.
- Detail the skills to be acquired and developed – referring back to the ‘Description of Specialist Knowledge’ section
- Provide a clear training plan that accounts for all the skills that need to be developed and describe the elements to be undertaken. These links will prove useful:
 - [Structured PhD programme](#)
 - [Research and Professional Development Planning](#) are available for each College provided by the UCD Graduate Studies Office. They provide general information on planning a research project and guidelines on professional development.
 - [Research Integrity Training](#) is an online course available to Research Degree Students.
 - [The skill statement](#) by the Irish Universities Association describes the desired learning outcomes and skills that PhD students may develop during their studies.
 - [The Vitae Career Framework for Researcher Developers \(CFRD\)](#) is also helpful to identify skills that you may want to develop.

- Our supporting document on '[Career Development Plan](#)' for additional UCD guidance.
- Describe how the training undertaken will benefit you.
- How will undertaking the degree enhance your long-term career prospects?
 - Will you gain teaching/tutorial experience? Will you gain supervisory experience (e.g. student projects, summer projects)? Note that the total of hours allowed for these activities are restricted by the IRC Call Documentation and [Terms and Conditions](#).
 - Will the project provide opportunities to collaborate with researchers outside UCD?
 - How will the degree help you expand your networks and enhance career prospects?
 - If you are coming from outside Ireland, does this scholarship represent an international mobility for you?
- Will skills developed be transferable to a career outside academia (project management, leadership, outreach, intersectoral, intercultural)?
 - Will the project give you an insight into the commercial aspects of research?
 - Outline any industry involvement in the project or Industrial collaborators of the research group / Supervisor if relevant.
 - Will completing the degree enhance your inter-sectoral mobility? 'Intersectoral mobility', means being mobile to a sector outside academia. This not only relates to private industry, but also to the private not-for-profit sector as well as the public and government sectors'. You may want to read the European Commission '[Intersectoral mobility and knowledge transfer](#)' report.

Proposed Research

Please complete in full. It is important to note: If you have already started your course, please indicate which degree you are already registered for and fill in the form for the full research proposal for the full duration of this degree.

Project title

UCD Research offers the following tips:

- Ensure the title accurately describes the subject you are writing about.
- Use a title which will catch the assessors' attention – highlight the uniqueness/innovative nature of your project.

Research Categorisation and Keywords

Please consult the [IRC's Research Categorisation](#) guide to determine how to categorise your research.

- Primary area
- Discipline
- Other research area(s)
- Second categorization – if interdisciplinary
- Keywords. Use keywords effectively to allow the IRC to assign the most appropriate assessors to your application. The keywords should drill down to your specific research area.

Lay abstract (Max. 300 words)

The IRC states: Please provide a lay abstract for your proposed research, which will be used to inform a non-expert audience.

It will also help the IRC to assign your application to the most appropriate evaluators. UCD Research offers the following tips:

- Work with your Supervisor to ensure that the abstract is as informative as possible.
- Define your research area.
- Clearly state your hypothesis/overarching aim of research.
- Emphasise the uniqueness/innovativeness of your project.
- Briefly state how you are going to go about conducting the research.
- Include a sentence on impact and outcomes.

Details of proposed research (Max. 500 words)

The IRC states: include (a) aims, objectives and central research questions of the project, (b) how existing literature on the topic has been used to inform the proposal and (c) how the project will advance state of the art and make a contribution to existing knowledge.

UCD Research offers the following tips:

- Clearly state your hypothesis/overarching aim of research and break it down to 3-5 central research questions.
- Outline your objectives – the steps you need to take to achieve your aims.
- This section should give a comprehensive overview of your project – covering all aims and objectives.
- Give a brief statement outlining the originality of the proposed research in terms of hypotheses/research questions addressed, novel technology/methodology and or novel applications of current technology/methodology – this can be developed further in sections below.
- Briefly detail the nature and size of the problem you are addressing and the interdisciplinary and intersectoral aspects of the project, where relevant.
- Assessors often complain that IRC PG applications are not bold/ daring or novel enough. Bear this in mind!

Research design and methodologies (Max. 500 words)

The IRC states: Please detail the research design and methodologies to be employed in carrying out your scholarship which should be described in sufficient detail to demonstrate your thorough understanding of the research topic.

UCD Research offers the following tips:

- Seek advice and input from your Supervisor.
- Detail the study design – sampling strategy, justification of sample size, survey techniques, resources to be accessed, statistical analysis etc.
- Be comprehensive – outline a methodology for all your objectives, however brief, and link them back to the objectives.
- Describe any novel technology/methodology and or novel applications of current technology/methodology.
- Include background/ preliminary data if appropriate.

- Detail the feasibility of the research approach.
- Detail the risk associated with your proposed approach and outline a possible contingency plan or alternative approach, should this be required.

Research schedule (Max. 500 words)

The IRC states: include (a) milestones and deliverables for completion of the proposed research, (b) risks that might endanger reaching these deliverables and (c) the contingency plans to be put in place to mitigate these risks.

UCD Research offers the following tips:

- Break the project down into specific work packages, if appropriate, with specific milestones and deliverables.
- Detail the timetable via Gantt chart for completing each work package/experiment – be realistic!
- Allow time for the acquisition of required skills, etc.
- Include the planned schedule of meetings between yourself and your Supervisor.
- Outline the steps that you will take to ensure that the project adheres to the project plan and timetable.
- Detail the risk associated with your proposed approach and outline a possible contingency plan or alternative approach, should this be required.
- See UCD's tips on writing about project management in the Shared Drive.

Description of any specialist knowledge/data required to undertake the project (Max. 500 words)

The IRC states: Please describe any specialist knowledge or data required to undertake your proposed research, such as language competency, technical skills or use of specialist software. If this knowledge or data is not already in place, details should be provided as to how it will be acquired over the course of the scholarship.

UCD Research offers the following tips:

- Describe your existing skills that will enable you to undertake the project.
- Describe any training you need in order to complete the project and develop your career.
- Detail the structured training courses provided in UCD and specify which ones you will undertake. See [UCD People and Organisation Development](#) and [UCD Research Skills and Career Development](#). Ensure that you relate these back to your Description of Work and Methodology sections.
- Detail where any pre-existing data is currently located, and how you will request and gain access to it.
- Specify the equipment and facilities that will be available to you in UCD and any agreements that might be in place for the use/allocation of time to these resources. Details can often be found from your [School website](#).
- You should also detail the [IT Resources](#) and [Library](#) resources and collections that are available.

Please outline your plans for the dissemination and knowledge exchange of your research (Max. 500 words)

The IRC states: Please outline your plans for the dissemination and knowledge exchange of your research, including publications, conference attendance, poster presentations, reports and outreach activities. Details should also be provided as to how the impact of your research will be measured.

UCD Research offers the following tips:

- Register an ORCID ID to connect your research activities.
- Outline the target audiences, dissemination media and publicity involved.
- Examples of audiences: Relevant user groups (patients, consumers, farmers etc), scientific community, government (local authorities, policymakers, decision-makers), professionals and practitioners, community groups, software developers, SMEs, media, general public.
- Examples of dissemination channels: peer review publications, scientific conference papers and presentations, reports, public lectures, workshops, seminars, symposia, summer schools, consultation groups, focus groups, attendance at exhibitions/fairs, digital (websites, blogs, website discussion forums, wiki-style contributions, social networking sites, Facebook, Twitter, Soundcloud, YouTube), media.
- Make publication and data (where appropriate) available through an Open Access repository / archive.
- Refer to the [UCD supports on research impact](#).
- Dissemination to the scientific community might involve: publications, conferences, poster presentations, reports, etc.
- Outreach activities might utilise the press, broadcast media, internet, etc.
- Describe the approach to be taken regarding any Intellectual Property that may arise. The Technology Transfer Office for UCD, within UCD Research & Innovation, assists with the management/exploitation of any intellectual property arising.
- For more info see [UCD's Dissemination and Communication](#) document.

Please outline your reasons for choosing the proposed (a) Academic Supervisor and (b) Higher Education Institution (Max. 400 words)

(a) Academic Supervisor (200 words)

UCD Research offers the following tips:

- Why is your chosen Supervisor particularly suited to supervise you?
- Outline a summary of the research expertise and experience of your Supervisor, their research group and School/Centre where located. Detail a list of research projects, including the amount of funding, number and impact of publications and other research outputs in the proposed research area.
- [Detail Supervisory](#) arrangements that will be in place.
- Include your Supervisor's record in supervising postgraduate students (number of master's students, PhD students, current and supervised to completion).
- How does your project fit into the work carried out by your Supervisor (ensure that you make clear that the project is your ownership)? Refer to UCD Staff Profiles [website](#) (breakdown by Supervisor/PI).

(b) Higher Education Institution (200 words)

UCD Research offers the following tips:

- This is your opportunity to demonstrate the excellence of your proposed research environment – something which is central to a successful application. A detailed list of the services available is included here but you must be selective and choose what is relevant to your research in order to demonstrate this excellence without exceeding the word count.
- How does the project fit into the work carried out in your school/college? Refer to [UCD Research & Innovation website](#) (breakdown by college/school). You should include details of any programmes/centres/institutes that are relevant to your research project. This will highlight to the evaluators that there is a critical mass of researchers already located within UCD in your research area, that your proposed research project will be located within one of these Centres and will benefit from the knowledge and experience already available here. UCD Description – a general description of UCD, also including UCD's track record in research funding.
- UCD PhD students will be part of a College-based Graduate School which provides advice and information to the students throughout the course of their doctoral studies.
- Students are supported outside their academic programme by a wide variety of student facilities and supports.
- See the UCD Services for details of the many institutional support units that are available in UCD to assist with the implementation and management of the grant. This section should include details of the support units and how they will be able to assist with the management of your research project. For example, UCD HR - assistance with obtaining visas; Research Ethics Office – Ethical approval; UCD Research & Innovation – Intellectual Property protection and exploitation; IT Services – IT resources and support; CSTAR – provision of statistical support.

Please provide details of any proposed research trips of more than 4 weeks duration which you believe will be necessary for the successful completion of your scholarship (Max. 300 words)

UCD Research offers the following tips:

- Where will you go? For how long? Why? What will you do? Will you link with other scholars in your field? Benefit to research?

Please outline the reasons for choosing your specific theme, including how your proposal explicitly aligns with the specific requirements as outlined in the theme information (Max. 500 words)

This question only applies to applicants who selected a specific theme under the call. It does not apply to those applying for a standard Government of Ireland Scholarship.

The IRC states: Please outline your reasons for choosing your specific theme, including how your proposal explicitly aligns with the specific requirements as outlined in the theme information:

UCD Research offers the following tips:

- **Familiarise yourself with the broad aims of the agency you are aligning with.**

- Demonstrate how your research proposal will add value to the research area in question.

IRC states: Please upload a GANTT chart to illustrate the project timelines, milestones and deliverables, in PDF format. If you have supplementary information, e.g. diagrams or a bibliography, which accompany your research proposal, please upload them here in PDF format. Supplementary material should only include essential information required for the interpretation and understanding of the proposed research. **Applications will be deemed ineligible and will not be considered for funding if they include additional information about the research proposal or applicant.** Please do not disclose your gender in uploaded PDFs, e.g. use initials instead of first names if you have a publication listed in the bibliography.

Ethical Statement (Max. 500 words)

The IRC states: Provide a statement detailing the careful consideration you have given to the ethical implications of the proposed research (where ethical issues may arise) and how you plan address these over the course of your scholarship:

UCD Research offers the following tips:

- Liaise closely with your Supervisor in the completion of this section.
- Research Ethics applies to all researchers who conduct research that involves human and animal subjects.
- See [UCD Research Ethics Office](#) website for policies and guidelines.
- Demonstrate to the assessors that you and your Supervisor have scrutinized your research project and are mindful of any and all ethical issues that exist now or may exist as the research develops. Do not write N/A in this section.
- See our supporting document on '[How to write the Ethics section](#)'.

Sex/Gender Dimension (Max. 500 words)

Please provide a statement detailing whether there is a potential sex/gender dimension to be considered in carrying out your research. If your research involves any of the above, please indicate how potential sex/gender issues will be handled. In particular, you are asked to reference the points listed in 'Checklist for sex/gender in research content' in the IRC Guide of Applicants.

UCD Research offers the following tips:

- Liaise closely with your Supervisor in the completion of this section.
- Discuss the biological sex and/or gender dimension of your proposal.
- Read Gender Section 10 of the IRC Call Documentation for guidance.
- Your proposal does not necessarily have to have a biological sex and/or gender dimension but you need to demonstrate that you have considered whether it exists or not.
- See [Gender in EU-funded research Toolkit and Training](#). This link provides discipline specific advice and suggested reading lists on this topic. Refer to the [European Commission page on Gender Equality](#) for statistics on gender equality in science.
- See our supporting document on the [Sex/Gender Dimension](#).

Data Management (Max. 300 words)

The IRC states: Please provide a data management plan which addresses the following:

- How will data be exploited and/or shared/made accessible for verification and re-use?
- How data will be curated and preserved?
- If applicable, how do you plan to make data FAIR (findable, accessible, interoperable and reusable)
- If data cannot be made available, why?

UCD Research offers the following tips:

The following practical resources will help:

- [UCD Library](#) has a data management section which can assist you in preparing your plan. [Data Management Checklist](#) – not all sections will be relevant to every project. Use those that are relevant to you and this will help with the structure.
- Sample 2-page DMPs are available at https://dmponline.dcc.ac.uk/public_plans.
- Some longer DMPs (including Social Sciences & Humanities examples), which will provide a good idea of the type of content required here, are available through the links at <http://www.dcc.ac.uk/resources/data-management-plans/guidance-examples/>.

Final Checklist

- Have you demonstrated that you have worked collaboratively with your Supervisor to develop the application?
- Have you completed all sections of the application in full? Please note that degree results as entered in the application form and endorsed by the HEI must be your overall results and verifiable as such on coloured-scanned copy of official transcripts. If official transcripts do not confirm your overall result and year of award EXACTLY as detailed in the application, any conditional offer of a scholarship will be withdrawn by the IRC.
- Have you stayed within the word limits?
- Have you copied all the information into the on-line system carefully?
- Have you demonstrated clearly that your proposal fulfils the evaluation criteria?
- Have you sent your draft application to be proofread by someone other than your supervisor?

Are you going to submit online prior to the day of the deadline? Please note that no alterations can be made to an application once it has been submitted. It is therefore important to check and re-check the application form until you are fully satisfied with all sections before submitting.