



**IRISH RESEARCH COUNCIL GOVERNMENT OF IRELAND POSTGRADUATE SCHOLARSHIP
&
IRISH RESEARCH COUNCIL ENTERPRISE PARTNERSHIP SCHEME POSTGRADUATE SCHOLARSHIP
&
DEPARTMENT OF FOREIGN AFFAIRS ANDREW GRENE POSTGRADUATE SCHOLARSHIP
IN CONFLICT RESOLUTION**

2013/2014

TERMS AND CONDITIONS



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1. DEFINITIONS

- 1.1 **Academic Supervisor** shall mean the person or persons responsible for supporting and guiding the Scholar and ensuring the quality of the research produced under the Scholarship.
- 1.2 **Council** shall mean the Irish Research Council (see www.research.ie).
- 1.3 **Enterprise Mentor** shall mean the person or persons designated by the Enterprise Partner (see 12.4) as being responsible for supporting and mentoring the Scholar in relation to the Enterprise Partner's involvement in the Scholarship.
- 1.4 **Enterprise Partner** shall mean a business, a company, a social, cultural, not-for-profit, governmental or non-government organisation.
- 1.5 **Higher Education Institution (HEI)** For the purposes of these Scholarships, a recognised higher education institution in Ireland must be: within the meaning of Section One of the Higher Education Authority Act, 1971; and/or approved for the purposes of the Free Fees initiative; and/or in receipt of some other form of public funding from the Department of Education and Skills. A list of eligible Irish HEIs is provided on www.research.ie.
- 1.6 **Period for availing of research funding** shall mean the period between the official start date and agreed end date of the Scholarship.
- 1.7 **Research Project** shall mean the research work proposed by the Scholar and approved by the Council.
- 1.8 **Scholar** shall mean the person awarded a Scholarship.
- 1.9 **Scholarship** shall mean the Council Postgraduate Scholarship as outlined in the letter of offer.
- 1.10 **Scholarship Fund** shall mean the funding for the Scholarship.

2. INTRODUCTION TO THE COUNCIL

- 2.1 The **mission of the Council is to enable and sustain a vibrant and creative research community in Ireland.** The Council funds excellent researchers across all disciplines and encourages interdisciplinary research and engagement with enterprise. The Council facilitates the career development of researchers by funding those at an early stage of their research career to associate with established research teams who have achieved international recognition for their work. The Council aims to support an expertise-driven research system in order to enhance Ireland's innovation capacity and skills base in a rapidly changing global environment where knowledge is key to economic, social and cultural development. The Council is further committed to facilitating the integration of Irish researchers in all disciplines within the European Research Area.

3. DESCRIPTION OF SCHOLARSHIPS

- 3.1 The Council offers a number of opportunities for suitably qualified individuals to pursue a postgraduate degree at a HEI within Ireland, including the **Irish Research Council Government of Ireland Postgraduate Scholarship²**, the **Irish Research Council Enterprise Partnership Scheme Postgraduate Scholarship** and the **Andrew Grene Postgraduate Scholarship in Conflict Resolution.**

² Following the merger of IRCHSS and IRCSET the Government of Ireland Postgraduate Scholarship subsumes the previous IRCSET Embark Scholarship and IRCHSS Government of Ireland Postgraduate Scholarship.

3.1.1 The Irish Research Council Government of Ireland Postgraduate Scholarship hereinafter referred to as the **Government of Ireland Postgraduate Scholarship**, is intended to support suitably qualified Research Masters and Doctoral candidates pursuing or intending to pursue full-time research in any discipline. Scholars will hold an ' **Government of Ireland Postgraduate Scholarship**'. In addition, the highest-ranked Irish history award will be named '**Daniel O'Connell Postgraduate Scholarship**'.

3.1.2 The Irish Research Council Enterprise Partnership Scheme Postgraduate Scholarship hereinafter referred to as the **Enterprise Partnership Scheme Postgraduate Scholarship**, is an innovative initiative where the Council links with an Enterprise Partner to award co-funded Postgraduate Scholarships to highly promising researchers. By working closely with an Enterprise Partner, researchers benefit from an enhanced research experience as well as having the opportunity to learn key transferable skills relevant to career formation. Scholars will hold an **Enterprise Partnership Scheme Postgraduate Scholarship**.

3.1.3 The Conflict Resolution Unit of the Department of Foreign Affairs, in partnership with the Council, funds research to examine areas relevant to the work of the Conflict Resolution Unit, as outlined in Appendix 1. Scholars under these themes will hold an '**Andrew Grene Postgraduate Scholarship**' in Conflict Resolution.

3.2 The duration of funding to be given for the Scholarship is dependent on the type of degree being pursued and the date of first registration.

3.2.1 A Scholar who is a new entrant to the degree for which they are to receive Council funding is entitled to funding for the full duration of the degree.

3.2.2 A Scholar who is already registered for one of the degrees as listed in table 3.2 below and who has completed part of the degree on the basis of being self-funded, is entitled to part-funding of the degree. A Scholar who is already registered and has completed part of the degree on the basis of being funded by exchequer or non-exchequer funding sources or via a not-for-profit organisation is not eligible to hold a Council Scholarship³.

Degree type	Duration of full degree	Date of first registration	Indicative duration of funding to be given
Research Masters Degree	12 months	October 2013	ONE Year
		<i>Registrations prior to October 2013 are ineligible.</i>	
Structured Research Masters Degree	24 months	October 2013	TWO Years
		October 2012*	ONE Year
		<i>Registrations prior to October 2012 are ineligible</i>	
Traditional Doctoral Degree	36 months	October 2013	THREE Years
		October 2012*	TWO Years
		October 2011*	ONE Year
		<i>Registrations prior to October 2011 are ineligible.</i>	
Structured	48 months	October 2013	FOUR Years

³ The exception to this being those Scholars in the Institute of Technology Sector in receipt of Strand 1 funding wishing to transfer to the PhD register, and those Scholars in receipt of a HEI-funded bursary or a HEI-funded scholarship.

Doctoral Degree	October 2012*	THREE Years
	October 2011*	TWO Years
	October 2010*	ONE Year
	<i>Registrations prior to 2010 are ineligible.</i>	

*see clause 4.3.3 for conditions associated with access to these awards

3.2.3 Exceptions to the above rubric may be made for those who have taken eligible career breaks from their degree programmes, (e.g. maternity leave, parental leave, etc.) or who have temporarily withdrawn from their degree programme for duly certified medical reasons.

3.3 The office of the Vice-President/Dean of Research/Head of Development, as applicable, will be required to endorse an application on behalf of their institution and must confirm the Scholar's participation on the specified type of degree being pursued (see table 3.2 above).

3.4 Where a Scholar is on a structured degree programme the Dean of Graduate Studies (or her/his equivalent) will be required to confirm that the Scholar's programme includes the development of discipline-specific knowledge, research skills and generic/transferable skills in line with the national definition in Appendix 2 and meets institutional requirements for a structured programme, including coursework requirements. This requirement may be the subject of audit by Council and with reference to 9.8 below, the Council reserves the right to suspend or terminate a Scholarship if this requirement is breached.

4. **SCHOLARS**

4.1 Scholars are selected in accordance with the Council's Postgraduate Scholarship application process.

4.2 Scholars must be full-time students affiliated with a recognised HEI in Ireland.

4.3 Scholars must fulfil the following criteria:

4.3.1 have a first or upper second-class honours primary degree, or the equivalent⁴. If examination results are not known at the time of application, the Council may make a provisional offer of a Scholarship on condition that the Scholar's undergraduate degree result is a first- or upper second-class honours, or the equivalent. Masters degree results may be considered to take precedence over the results of the primary degree. The Council decision on these matters is final;

and at the time of application have been:

⁴Examination results as detailed on the application form and endorsed by the authorised contact at the HEI, must correspond to those on official transcripts. Supporting materials and nonreturnable transcripts of the academic record must be forwarded to the Council for inspection before the Scholarship can commence. Transcripts can usually be obtained from one of the following, or their equivalent: the Registrar, faculty, or department/school of the Scholar's institution. All transcripts must be appropriately stamped or endorsed confirming that they are official documents of the Institution.

4.3.2 a new entrant to the degree for which they are to receive Council funding and have been provisionally accepted by a head of department/school (or his/her authorised deputy) by, at the latest, **1st August 2013** and formally accepted by the relevant department/school by, at the latest, **1st October 2013**⁵;

or

4.3.3 registered for one of the degrees as listed in Table 3.2 above and have completed part of the Degree on the basis of being self-funded. Scholars funded by exchequer or non-exchequer funding sources or via a not-for-profit organisation are not eligible to hold a Council Scholarship⁶.

and in the case of

4.3.4 Research Masters Scholarships, not currently holding or having previously held a Council Postgraduate Scholarship;

4.3.5 Doctoral Degree Scholarships, not currently holding or having previously held any Council Postgraduate Scholarship other than those which would enable them to obtain a Research Masters Degree;

4.3.6 not be a permanent member of staff in an Irish HEI in an international HEI.

4.4 Scholars from any country may hold a Council Postgraduate Scholarship. However, Scholars must:

4.4.1 maintain her/his principal residence in Ireland during the period of the Scholarship;

4.4.2 satisfy the State's regulations on immigration and have the support of their HEI with respect to these regulations and requirements if not a national of a member state of the European Union (EU).

4.5 For all Scholarships, arrangements with respect to immigration will be a matter for settlement between the Scholar and his/her HEI.

4.6 Acceptance of the award is subject to these Terms and Conditions which, in conjunction with the signed acceptance form, will formulate the basis under which the award is held and/or renewed.

4.7 Scholarships are held subject to these Terms and Conditions. If any of these are breached by a Scholar, Council will suspend or terminate the Scholarship and/or may require reimbursement of such payments as have already been made to the Scholar.

⁵The exception to this will be Scholars in the 2nd call of the Enterprise Partnership Scheme. Scholars for this 2nd call must be formally accepted by the relevant department/school in the specified HEI for the award to commence.

⁶The Scholarship is not intended to substitute for or to augment funds available under programmatic research actions. An exception to 4.3.3 above would be Scholars in the Institute of Technology Sector in receipt of Strand 1 funding wishing to transfer to the PhD register, or those Scholars in receipt of a HEI-funded bursary or a HEI-funded scholarship.

5 SCHOLARSHIP STRUCTURE

Value of Scholarship

- 5.1 The total value of the **Government of Ireland Postgraduate Scholarship, Enterprise Partnership Scheme Postgraduate Scholarship** and **Andrew Grene Postgraduate Scholarship** in Conflict Resolution, will be up to a maximum of €24,000 in any approved year and will consist of the following:
- 5.1.1 A maintenance award of €16,000 per annum paid to the Scholar by the HEI within the period for availing of research funding;
 - 5.1.2 Contribution to fees (including non-EU) to the HEI, up to a maximum of €5,750 (any differential must be paid by the Scholar and/or HEI) per annum;
 - 5.1.3 Eligible direct research support expenses to enable the Scholar to carry out the research project, including essential research supplies such as small consumables; books and journals; pay as you go access to national research infrastructure; software and hardware critical for the research⁷ - to be obtained in the first year of the award or the first 3 months of a 1 year award; archival research costs; conference travel and participation; generic and/or specialist disciplinary skills training; publishing and write-up costs. The exact amount of eligible direct research expenses is subject to sufficient justification being made in the grant proposal up to a maximum of €2,250 per annum. Only vouched expenses incurred in actually carrying out the research project will be funded.
- 5.2 The maximum that can be spent in any year of the Scholarship is up to a maximum of €24,000, plus any unspent balance of eligible direct research support expenses carried over from the previous year of the Scholarship. Apart from this exception, funds may not be carried forward from one year to the next.
- 5.3 No funds provided by the Council as part of the Scholarship Fund can be used by the HEI to cover overhead or administrative costs.
- 5.4 Funding will only be provided for the research project as presented in the application form and if any departures from this become apparent during the development of the research project Council must be informed.
- 5.5 Expenses that occur outside the period for availing of research funding are not eligible under the Scholarship.
- 5.6 While Scholarship funding is awarded to the individual Scholar, the award will be administered through the appropriate office within the HEI.

Taxation

- 5.7 The Scholar should refer to the Office of the Revenue Commissioners in order to confirm the tax exemption status of her/his Scholarship.

⁷Apart from this exception, Scholarship funds must not be used to purchase capital items.

- 5.8 Compliance with national regulations on taxation will be a matter for resolution between the Scholar, the HEI and the Irish Revenue Commissioners.

Fees

- 5.9 Scholars who hold a fee waiver from their HEI, or where no fee is required, or where fees are paid in full or in part by a third party, must inform the Council and the appropriate offices in their HEI and will not be eligible for the fee portion of the Scholarship.

Enterprise Partner Contribution

- 5.10 In the case of the **Enterprise Partnership Scheme Postgraduate Scholarship** the contribution from the Enterprise Partner will constitute one third of the total value of the Scholarship, up to a maximum contribution under this agreement of €8,000 per annum. This forms part of the Scholarship and is not in addition to the Scholarship.
- 5.11 The Council will issue invoices to the Enterprise Partner for payment of this contribution and the Enterprise Partner's scholarship contribution payments will be paid to the Council by electronic funds transfer.

6 CONDITIONS OF THE SCHOLARSHIP

Location of Scholarship

- 6.1 Scholarships must be held at a recognised HEI within Ireland.
- 6.2 Scholars must maintain an actual presence within their respective departments/schools during the academic years of their Scholarship and reside within a reasonable travelling distance of the HEI.
- 6.3 The Council requires Scholars and Academic Supervisors to have regular contact.
- 6.4 Not with-standing clauses 6.2 and 6.3, the Council recognises that the Scholars may benefit from spending part of the duration of the Scholarship away from their HEIs. Such periods may involve:
- 6.4.1 attending courses which are relevant to the Scholar's training. The Council will not normally sanction such courses longer than one academic term in duration and will not be liable for paying any additional fees or expenses associated with such courses;
 - 6.4.2 spending part of the academic year engaged in research in Ireland or abroad in an organisation other than the original HEI proposed;
 - 6.4.3 spending an agreed time on an Enterprise Partner placement component of the Scholarship.
- 6.5 In order to take up such an opportunity of more than four weeks' duration, the Scholar must apply to Council for permission and include the written support of her/his Academic Supervisor. A template will be available for this purpose. The Council will not be liable for any fees or expenses arising. Information regarding progress in any research related trips must be documented as part of the required progress reports.

- 6.6 While the Council expects Scholars to complete their research at the HEI originally proposed, the Council recognises that exceptional circumstances may call for a change of location or of Academic Supervisor/Enterprise Mentor. In this case, the Scholar and the proposed new Supervisor/Mentor and HEI (Department/School), must write to the Council stating the case for the change. The Council will examine the submission on its merits and respond with a decision on whether funding will continue in the new circumstances.

Training and Career Development Plan

- 6.7 The Scholar and Academic Supervisor, (and the Enterprise Mentor where appropriate and possible), are required to create a Training and Career Development Plan as a method for developing a comprehensive work plan for the life of the Scholarship and with a view to a dynamic career beyond the Scholarship period.

Additional Duties outside the remit of the Scholarship

- 6.8 A Scholar's first duty is to the successful completion of the Scholarship for which s/he has been awarded Council funding.
- 6.9 Scholars must engage full-time in research during the period of availing for research funding and should not engage in any activity other than completing the Scholarship. The *first year* of the Scholarship should be devoted exclusively to the development of the research project and the training and career development plan.
- 6.10 Teaching is an essential means for the structuring and dissemination of knowledge and should be considered valuable within the Scholar's career. The Council therefore allows Scholars to agree to take on additional duties (e.g. teaching duties, supervision, education provision and support activities) in the second and subsequent years of the Scholarship, provided:
- 6.10.1 the Scholar provides the Council with a written statement of support from their Academic Supervisor and obtains prior written permission from the Council. A template will be available for this purpose;
 - 6.10.2 the additional duties are not excessive (does not exceed a total 50 hours per academic term) and do not prevent researchers, particularly at the beginning of their careers, from carrying out their research activities;
 - 6.10.3 the additional duties are relevant to the research funded by the Scholarship and consistent with the training and career development plan agreed by the Scholar and Academic Supervisor.
- 6.11 In exceptional circumstances, a Scholar may engage in other duties as an alternative to tutorial or demonstration duties in the second and subsequent years of the Scholarship provided:
- 6.11.1 the Scholar provides the Council with a written statement of support from their Academic Supervisor and obtains prior written permission from the Council. A template will be available for this purpose;

- 6.11.2 the other duties are not excessive (do not exceed a total 50 hours per academic term) and do not prevent researchers, particularly at the beginning of their careers, from carrying out their research activities;
- 6.11.3 the other duties are relevant to the research funded by the Scholarship and consistent with the training and career development plan agreed by the Scholar and Academic Supervisor.
- 6.12 HEIs must keep and hold records and approvals of additional or other duties by Scholars and should ensure that they are taken into account in relevant evaluation/appraisal systems and contribute to the professional development of the Scholar.
- 6.13 Suitable training should be provided for teaching activities as part of the professional development of Scholars.
- 6.14 Contractual and remuneration matters in respect of additional/other duties are a matter for agreement between the Scholar and the HEI. Any such payments for relevant duties will not affect the Scholar's total amount of Scholarship.
- 6.15 Scholars in receipt of a Scholarship that is co-funded by an Enterprise Partner may be required to participate in research events organised by the Enterprise Partner.
- 6.16 Andrew Grene Scholars in Conflict Resolution may be required to provide consultation to the Conflict Resolution Unit in the Department of Foreign Affairs of Ireland. These activities will not exceed twelve hours in any given month. The consultation may include, *inter alia*, presentations, briefings and research papers.
- 6.17 The Council will monitor teaching and other such agreements as part of its progress reporting mechanisms.

Additional Awards

- 6.18 The Scholarship is not intended to substitute for or to augment funds available under programmatic research actions. It may be held in conjunction with other externally funded travel bursaries, equipment grants or awards provided that:
 - 6.18.1 should the Scholar apply for further funding to another source, they will state as part of that application (whether or not they are required to do so) that they hold a Council Postgraduate Scholarship and will notify the Council prior to submitting the application;
 - 6.18.2 the value of other funding is not more than €16,000 in any given year during the life of Scholarship. However, Council recognises that, from time to time, awards which exceed this limit may independently recognise the outstanding merit of an awardee during the term of the Scholarship. In such circumstances, Scholars are advised that in *exceptional cases*, and then only on a case-by-case basis, they may hold such major personal awards in conjunction with the funding provided by Council under this scheme. The acceptance of such further awards during the term of the Scholarship is subject to the *prior* approval of Council;
 - 6.18.3 Scholars who have other sources of funding (other than through paid employment) such as travel grants etc, must inform the appropriate offices in their HEI and the

Council about the amount and source of the funding in writing. This information must also be recorded in the required progress reports. This applies to research funding received before or during the life of the Scholarship;

6.18.4 the other funders agree the Council Scholarship can be held alongside theirs. The Council will not involve itself in the decisions of other funding agencies/local authorities in this regard.

6.19 Tax issues which may arise from such bursaries or awards are of concern to the individual scholar and not the Council or the HEI.

Knowledge Transfer

6.20 The Council does not make any claim to intellectual property arising from the Fellowship.

6.21 The Council encourages the commercialisation of research output as outlined in *'Putting public research to work for Ireland: Policies and procedures to help industry make good use of Ireland's public research institutions'*⁸

6.22 The Host Organisation(s) must establish rules and procedures for protecting and managing any intellectual property arising during the Fellowship. These rules and procedures must be in accordance with national guidelines

6.23 In the case of the **Enterprise Partnership Scheme Postgraduate Scholarship**, a research agreement (including reference to intellectual property rights and confidentiality) must be in place between the HEI and the Enterprise Partner before the Scholarship can commence. The terms of any such agreement must not conflict with those outlined in this document.

6.24 A copy of any research agreement between the HEI and the Enterprise Partner must be made available to the Council.

Open Access Policy

6.25 The Council has established and will promote the following policy relating to the placement of research publications and outputs in Open Access Repositories. (It is accepted that there will be recognised instances in which the following might not be feasible – in this instance the Scholar should contact their Academic Supervisor and Enterprise Mentor, where relevant, for advice):

6.25.1 All Scholars must lodge their publications and other research outputs, resulting in whole or in part from Council-funded research, in an Open Access repository and should make such publications publicly discoverable, openly accessible and re-usable as soon as is possible.

6.25.2 All peer reviewed journal articles and conference publications should be deposited as soon as possible, ideally at the time of acceptance by the journal/conference and no later than the date of formal publication.

⁸http://www.djei.ie/publications/science/2012/Intellectual_Property_Protocol_Putting_Public_Research_to_Work_for_Ireland.pdf

- 6.25.3 Other research outputs such as monographs, books, book chapters, research theses and reports should be deposited where possible.
- 6.25.4 The repository should ideally be a local institutional repository to which the appropriate rights must be granted to replicate to other repositories. However, suitable repositories are those, both local and other, that provide free public access to, and make provision for long-term preservation of, published research findings.
- 6.25.5 Repositories should release the metadata immediately upon deposit. Open Access to the full text paper should be made immediately upon deposit or once access restrictions, as required by certain publishers, have expired.
- 6.25.6 Scholars should agree terms of deposit with publishers. Clarity should be sort on copyright, licensing and embargo policies and agreed policies with publishers must be respected. Access restrictions to full text articles may be applied as required by certain publishers, however these restrictions should not normally exceed six months after publication for scientific, technical and health science research publications and twelve months for arts, humanities and social sciences research outputs.

More information on the Open Access Policy is available on the Council's website at www.research.ie.

Ethical Approval

- 6.26 The Council is committed to the maintenance of high ethical standards in the research that it funds through this Scholarship.
- 6.27 The HEI must have in place clear ethical guidelines and assurance procedures designed to manage research under its direction.
- 6.28 All Scholars are required to give careful consideration to ethical issues which may arise in the course of their research.
- 6.29 If ethical issues arise in their research, Scholars are required to submit a written statement to the Council to the effect that full consideration has been given to the ethical implications of the research proposal.
- 6.30 This statement must further demonstrate the Scholar's proposed resolution of the ethical issue arising.
- 6.31 Where a Scholar's research proposal requires approval by the University Ethics Committee, or the equivalent body in her/his HEI, written evidence of such ethical approval is required by the Council before the Scholarship can commence.
- 6.32 Scholars should adhere to the recognised ethical practices and fundamental ethical principles appropriate to their discipline(s) as well as to ethical standards as documented in the different national, sectorial or institutional Codes of Ethics.
- 6.33 The Scholar must make sure that their research complies with all national and international regulation requirements governing the use of sensitive materials or processes, for example (and not intended to be a complete list): radioactive isotopes, ionising radiation, laboratory

animals or other animals, pathogenic organisms, genetically manipulated organisms, toxic and hazardous substances and research on human subjects and human embryos.

Gender Dimension

- 6.34 All Scholars are required to give careful consideration to any gender dimensions which may arise in the course of their research.
- 6.35 If applicable to their research, Scholars are required to submit a written statement to the Council to the effect that full consideration has been given to the gender dimensions and implications of the research proposal. This statement must further demonstrate the Scholar's proposed resolution of the gender dimension issues arising.

Research Integrity

- 6.36 The HEI must ensure that the highest quality of scientific conduct is maintained. The HEI must ensure that systems are in place to manage scientific misconduct (e.g. plagiarism, falsification of data, improper selectivity of data). The systems must be clearly publicised, together with agreed procedures for investigating allegations of scientific misconduct.

Quality Assurance

- 6.37 The HEI is responsible for the local implementation of the QQI/ IUQB National Guidelines of Good Practice in the Organisation of PhD Programmes in Irish Universities and for endorsing the appointment of a principal Academic Supervisor to support and guide the Scholar's work, to provide initial induction and to administer the Scholar's fund on their behalf.
- 6.38 The Scholar must be familiar with national guidelines such as the Irish Universities Quality Board's *'Good Practice in the Organisation of PhD Programmes in Irish Higher Education,'* http://www.iuqb.ie/info/good_practice_guides.aspx?article=a5b735f2-8618-4af8-8713-9bee30a780fd, and HETAC's *'Research Degree Programme Policy and Criteria'* http://www.hetac.ie/docs/E.1.7-1.0_Research_Degree_Programme_Policy_And_Criteria_2010.pdf.

Acknowledgement of Council Scholarship Support

- 6.39 All publicity, including public lectures, interviews, email signatures, letterheads, office signs, publications, monographs, print materials, online materials, press releases, television and radio advertisements, websites, film, video and audio recordings associated with or arising from the research undertaken by the Scholar while in receipt of a Council Scholarship must contain acknowledgement of funding received from the Council.
- 6.40 For **Enterprise Partnership Scheme Postgraduate Scholarships**, all publicity (as listed above) must contain acknowledgement of funding received from the Enterprise Partner.
- 6.41 For **Andrew Grene Postgraduate Scholars** in Conflict Resolution, all publicity (as listed above) must contain acknowledgement of funding received from the Department of Foreign Affairs Conflict Resolution Unit.
- 6.42 All proposed publications arising from the research work must have the approval of the Academic Supervisor prior to publication and advance notice of any such publications must be provided to the Enterprise Partner Mentor (where relevant).

- 6.43 All parties must comply with confidentiality as outlined in the research agreement referred in Clause 6.23.

7 Finance

Payment of Scholarship

- 7.1 Subject to the compliance of the Scholar, HEI and Enterprise Partner (where relevant) with these terms and conditions and to the receipt by the Council of satisfactory reports on the progress of the Scholarship, the Scholarship will be paid to the Scholar's HEI, quarterly in advance, beginning with the first instalment after the Scholarship commences.
- 7.2 All amounts payable in respect of the award of postgraduate Scholarships are made directly to the Scholar's HEI. The Council does not transfer the award directly to the Scholar.
- 7.3 The HEI will then co-ordinate the payment of the award to the scholar. It is the responsibility of the scholar to contact the relevant Postgraduate Grants office at the HEI with regard to administration at the HEI level.
- 7.4 The Scholar, in collaboration with their Academic Supervisor, is responsible for appropriate financial planning and spending under clause 5.3 during the life of the Scholarship.
- 7.5 The HEI is responsible for and accountable for the proper use of public funds.
- 7.6 The Council reserves the right to ask for confirmation from External Auditors of the HEI of the following:
- 7.6.1 that the annual accounts of the HEI are up to date and have been approved by the Auditors without qualification;
 - 7.6.2 that the management letter from the Auditors raised no matters that did or could significantly affect the administration of Scholarships awarded by the Council;
 - 7.6.3 that monies received under the Scholarship have been used for the purpose for which they were awarded.
- 7.7 The Council also reserves the right to commission audits of the participating HEI for financial or other compliance. The HEI undertakes to fully facilitate these reviews.
- 7.8 The Council accepts no responsibility, financial or otherwise, for expenditure or liabilities arising out of work funded by Scholarships and the HEI must fully indemnify the Council against all such expenditure or liabilities and against any actions, proceedings, costs, damages, expenses claims and demands arising from them including, in particular, but without limitation, any claims for compensation for which the HEI may be liable as an employer or otherwise, or any claims by any person in relation to any intellectual property.
- 7.9 The HEI will return all unspent funds to the Council at the end of the period for availing of research funding.
- 7.10 The award of a Postgraduate Scholarship is wholly subject to receipt of funding by the Council from the Department of Education and Skills, the Enterprise Partner (where relevant) and the Department of Foreign Affairs (where relevant).

- 7.11 In the event of such funding being reduced or discontinued, neither the Department of Education and Skills, the Enterprise Partner, the Department of Foreign Affairs, nor the Council will be under any liability to provide funding or to compensate a Scholar for any reduction or cessation of such funding.

8 Review of Progress

- 8.1 The Council attaches considerable importance to procedures for monitoring research performance and ensuring effective progress under the Scholarship.
- 8.2 The Scholar will be required to submit bi-annual progress reports at specified dates to the Council during the lifetime of the Scholarship. A comprehensive report will be submitted annually, with a shorter report submitted midway through the year
- 8.3 It will be the responsibility of the Scholar to make sure that all progress reports are submitted on time. The timely submission of these reports is a condition of the continuation of the Scholarship. The format for these reports is available from the Council, and will include but will not be limited to:
- 8.3.1 Financial update;
 - 8.3.2 Career development progress;
 - 8.3.3 Research progress and outputs (including outreach activities).
- 8.4 These reports must be accompanied by a confidential evaluation of the progress of the Scholarship from the Scholar, the Academic Supervisor and the Enterprise Mentor (where relevant). A template will be available from the Council.
- 8.5 Such reports, combined with other evidence of attainment, such as formal institutional approval, are a condition of renewal of funding.
- 8.6 If the Scholar does not submit progress reports on time or if the Council receives an unsatisfactory progress report or evaluation, the Scholar will be informed of the unsatisfactory report. The Scholar will be allowed to resubmit an amended report. The Council reserves the right to convene a Review Committee to evaluate the Scholarship to date, in accordance with the deliverables outlined in the original proposal to the Council (including the research plan and proposed outputs, and career development plan).
- 8.7 If asked to do so, the Scholar, Academic Supervisor and Enterprise Mentor (where relevant) must attend meetings with the Council to provide an account of the progress or outcomes of the Scholarship.
- 8.8 If a Review Committee is convened by the Council, this committee can draw as necessary on disciplinary inputs from experts who have acted as evaluators. The Council will provide feedback to the Scholar indicating either:
- 8.8.1 Report satisfactory in all respects and Scholarship confirmed.
 - 8.8.2 Report deficient in some areas and specific actions for resolution indicated with a time deadline.
 - 8.8.3 Report indicates evidence of unsatisfactory progress and the Scholarship may be suspended or terminated.

- 8.9 The Council reserves the right to suspend or terminate the Scholarship where necessary and without prejudice.
- 8.10 All Scholars may be subject to an external research audit and financial audit.
- 8.11 It will be the responsibility of the Scholar's Academic Supervisor to ensure that if the Scholar leaves her/his HEI or is not dedicating sufficient time or effort to the Scholarship, the Council is informed immediately.
- 8.12 The Scholar must contact the appropriate office in their HEI if they have any concerns about their Scholarship. If concerns continue, the Scholar must contact the Council directly.
- 8.13 It is the responsibility of the Scholar to inform the Council in writing of any change of address, telephone, or e-mail within two weeks of such a change. For ease of contact, Scholars are requested to use a single email address for all correspondence from application to award and for the duration of the Scholarship.
- 8.14 Scholars are required to inform the Council of the successful completion of their postgraduate degree.
- 8.15 The Council will carry out a destination survey of those who receive Scholarships, following completion of the Scholarship.
- 8.16 Prior to the end of the Scholarship, Scholars are required to provide follow-up contact details for the purpose of destination tracking. The Scholar must agree to being contacted at a series of time periods post the Scholarship, so that the Council can gather follow-up information on the Scholars funded by the Council.

9 Deferral and Termination

Deferral of Scholarship

- 9.1 Fellowships may not be deferred, other than for eligible career breaks (e.g. maternity or parental leave) or in exceptional circumstances (e.g. illness). The decision is at the discretion of the Council whose decision on the matter will be final.
- 9.2 Where there is an agreed suspension of the Scholarship, the Council can consider Scholars' requests for no-cost extensions beyond the period for availing of research funding.

Termination of Scholarship

- 9.3 Scholars who submit their thesis for examination before the last date allowable under the period for availing of research funding must stop drawing any remaining funds from their Scholarship account.
- 9.4 Should a Scholar be unable for any reason (including medical reasons) to pursue his/her project in accordance with these Terms and Conditions, the Scholar and Academic Supervisor must as soon as possible, inform the Council and the research office or its equivalent in their HEI. The Scholar must do this no later than two weeks of such a situation coming to her/his attention. In such situations, Council will have regard to the usual conventions of the Scholar's HEI. However, given the basis on which Scholarships are awarded, the Council reserves the right to withdraw or suspend the Scholarship.

- 9.5 The Council recognises that for personal, professional or other reasons, a Scholar may wish to terminate her/his Scholarship prematurely. This action should not be taken without *prior* consultation with Council.
- 9.6 Where the Scholar intends to prematurely terminate the Scholarship, the Council will require evidence of academic progress to the date of departure. In the event that the Council deems the Scholar's progress inadequate, the Council may pursue the Scholar or the HEI or both for reimbursement of the amounts expended.
- 9.7 If the Scholar terminates a Scholarship, the Council is not responsible for continuing to pay funds to the HEI. The Council may seek to recover some or all the funds allocated or used.
- 9.8 The Council reserves the right to suspend or terminate the Scholarship and/or require reimbursement by the HEI as the recipient of the Scholarship fund of some or all payments as have already been made to the Scholar if any of the terms and conditions as outlined in this document have been breached.

10 Responsibilities of the Host Organisation(s)

Higher Education Institution (HEI)

- 10.1 The HEI must accept full accountability for managing, monitoring and controlling all research work funded under the Scholarship and management of the Scholarship Fund.
- 10.2 The HEI must ensure an Academic Supervisor is appointed with responsibility for supporting and guiding the researcher. This Supervisor would normally be the Principal Investigator of the Research Team, or other suitably qualified person.
- 10.3 The HEI is responsible for providing the facilities and access to the equipment needed for the Scholar to carry out the research, ensuring that all items of equipment and materials provided for the Scholarship are adequately maintained and are accessible on reasonable terms and conditions to other researchers.
- 10.4 The HEI must obtain and comply with all necessary and statutory permissions laid down by local and national authorities in relation to protecting the environment, preventing pollution and ensuring wider societal health and safety protection.

Enterprise Partner

- 10.5 For the **Enterprise Partnership Scheme Postgraduate Scholarship**, the Enterprise Partner will nominate an Enterprise Mentor to work with the Scholar and her/his Academic Supervisor, to offer advice and to create a link with the Enterprise Partner's activities. Contact should be maintained between the Enterprise Mentor and the Scholar throughout the duration of the Scholarship.
- 10.6 Where feasible and appropriate, the Enterprise Partner is encouraged to provide a placement period for the Scholar at its facilities. This will be agreed with the Council and the Academic Supervisor before the Scholarship commences.

10.7 The Enterprise Partner is encouraged to cover the cost of all expenses (e.g. travel and accommodation costs) incurred by the Scholar as a result of periods spent on placement with the Enterprise Partner. The Scholar should not be out of pocket due to undertaking the placement.

11 General Scholarship Conditions

11.1 These Terms and Conditions will be governed by and construed in accordance with the Laws of Ireland and all parties will expressly and irrevocably submit to the jurisdiction of the Irish Courts.

11.2 The Council will strive to adopt procedures that are consistent with the policies of the Irish Government in relation to the development of the Information Society and accordingly properly authenticated electronic communications will be treated as legally equivalent to paper submission.

11.3 The Council, HEI and Enterprise Partner (where relevant) must follow good practice on data protection, management and security. The Council cannot be held legally liable for interference by any third party.

11.4 It is a condition of acceptance of a Scholarship that Scholars grant permission to the Council to share data about the application with government departments and other national funding agencies for statistical and policy formation purposes.

11.5 The Council reserves the right to revise the Terms and Conditions of this Scholarship at any time.

Appendix 1

Conflict Resolution Unit Department of Foreign Affairs and Trade Andrew Grene Scholarship in Conflict Resolution 2013

Statement of Themes

The Conflict Resolution Unit of the Department of Foreign Affairs and Trade, in partnership with the Irish Research Council, invites applications for the Andrew Grene Scholarship in Conflict Resolution. Applicants' proposed research must examine areas relevant to the work of the Conflict Resolution Unit, as outlined below.

The overall mission of the Conflict Resolution Unit may be expressed as follows:

To seek actively to support conflict resolution primarily in the developing world, based on our commitment to the ideals of peace and justice and our dedication to the principles of the Charter of the United Nations, building on our own experience of peacemaking and peacebuilding and fulfilling the commitments on conflict resolution in the Programme for Government.

In fulfilling its mission, the Conflict Resolution Unit engages in three core activities, namely peacemaking, peacebuilding and sharing the experience of the Northern Ireland peace process. In 2012, it worked extensively in these areas in the context of Ireland's Chairmanship-in-Office of the Organisation for Security and Cooperation in Europe (OSCE). It will continue to do so in 2013 as Ireland assumes the Presidency of the Council of the European Union.

This year, the Conflict Resolution Unit will award funding to projects undertaking research with an emphasis on the following:

- Women, peace and security
- Mediation
- Conflict prevention

Women, Peace and Security: 2010 marked the 10th anniversary of UNSCR 1325, which focuses on the protection of women in conflict and the participation of women in the planning and implementation phases of peace initiatives. UNSCR 1820 was adopted in 2008 and addresses the issue of gender-based violence. Ireland supports the initiatives taken by the UN and by regional organisations to ensure a more gender-balanced approach to dealing with conflict and has consistently demonstrated a firm commitment to gender equality. In 2010, Ireland carried out a cross-learning exercise on UNSCR 1325 with women from Liberia, Timor-Leste, Ireland and Northern Ireland. Experiences gained from this initiative have informed the creation of Ireland's National Action Plan on UNSCR 1325, which was officially launched in November 2011.

Mediation: Mediation is one of the most important tools for conflict resolution, ranging from initial engagement with conflicting parties to the implementation of peace agreements. Mediation engages many actors, from regional organisations and governments to NGOs and private individuals, and these actors all have various advantages and disadvantages when it comes to mediation processes. The adoption of a UN General Assembly Resolution on 'Strengthening the role of mediation' in 2011 has raised international awareness of mediation significantly. During our OSCE Chairmanship in 2012, Ireland had a formal role in chairing the Transdniestrian settlement process, which seeks to find a

political solution to a dispute between Moldova and its breakaway territory of Transdniestria, and hosted two rounds of the talks.

Conflict prevention: There are many ways to prevent conflict, to avoid escalation of conflict and to mitigate its effects on civilians. These include early warning mechanisms, reporting and communication networks and post-conflict rehabilitation. The OSCE is active in a range of conflict prevention activities. With its network of institutions and field operations, the Organisation closely monitors tensions that could develop into a conflict within the OSCE area. Ireland will seek to build on the experience of our OSCE Chairmanship in this regard in addressing conflict prevention issues during the EU Presidency in 2013.

Appendix 2

The following are key characteristics of a structured PhD programme in Irish higher-education institutions. Such programmes may involve inter-institutional collaboration.

- The core component of a structured PhD programme is the advancement of knowledge through original research; at the same time the structured PhD is designed to meet the needs of an employment market that is wider than academia;
- A high quality research experience, training and output consistent with international norms and best practice;
- A structured PhD programme, in support of the original research activity, must include the following elements:
 - a formalised integrated programme of education, training and personal and professional development activities,
 - the development of discipline-specific knowledge, research skills and generic / transferable skills,
 - declared outcomes and graduate attributes in line with national and international best practice;
- Supervision by a principal supervisor(s), normally with a supporting panel approved by the institution;
- Progress to completion is formally monitored against published criteria and supported by formal institutional arrangements in line with national and international best practice;
- Successful completion and examination of the research thesis is the basis for the award of the PhD degree. Professional doctorates are not excluded from the consideration of a structured PhD definition – alternative forms of theses are also acceptable;
- Appropriate placements, rotations and assignments across wide sectors of the economy are encouraged for inclusion as part of the structured PhD programme.