

Geological Survey of Ireland Geoscience Research Programme Short Call Terms and Conditions



Objectives of the Geological Survey Research Programme

The Geological Survey Ireland Research Programme is designed to support excellent geoscience research in Ireland. Although the research themes are broad ranging, individual applications are expected to clearly define their project within the scope of the call and refer to relevant Geological Survey Ireland, INFOMAR and/or Tellus programmes as appropriate in their applications.

The aim of the programme is to build capacity, increase research impact and strengthen research teams in the area of geoscience in Ireland. It is also expected that the research outputs will be of use to the wider research community, GSI programme managers (e.g. Tellus and INFOMAR) and other relevant stakeholders. Projects applying under the Tellus and INFOMAR programmes must illustrate how they will bring added value to the programme. It is envisaged that all projects funded under the Research Programme Short Calls could lead to further research and development/wider applications in the areas funded.

Research themes

The Geological Survey will support projects specifically related to the Tellus or INFOMAR programmes, as well as general topics under the GSI Research themes. These themes include;

1. Bedrock geology of Ireland
2. Quaternary geology of Ireland
3. Groundwater resources and protection
4. Minerals including minerals prospectivity
5. Geoheritage and geoparks
6. Marine geology & mapping
7. Geochemistry
8. Geophysics
9. Coastal mapping
10. Geothermal energy
11. Geohazards & geotechnical engineering
12. Public perception and policy in relation to geoscience
13. Online database delivery and management

All projects must undertake research or technological development in a geoscience context.

Type of projects

For Short Calls, applied, basic or 'blue skies' projects are eligible. Examples include:

- Seed projects towards development of larger scale projects
- Student bursaries or scholarships (e.g. summer students, MSc.)
- Development of prototypes/software
- Development of methodologies/toolkits
- Demonstration projects

Duration of project

For all Short Calls, the maximum duration of the project is 12 months. Projects must be completed within this time.

Definitions

Lead Applicant – the Lead Applicant is the person responsible for leading and managing the project. They must be employed in the host organisation and will act as the point of contact for the project. They must hold a qualification/have relevant experience in the aspect of the work assigned to them (this must be demonstrated in their CV).

Co-applicant – a co-applicant is a partner within the project who is directly responsible for some element of the project. They must hold a qualification/have relevant experience in the aspect of the work assigned to them (this must be demonstrated in their CV).

Host organisation – this may be a company, advisory group, charity or Higher Education Institute based in the State (i.e. Republic of Ireland only). A valid tax clearance certificates must be supplied on request.

Authorised person – the application must be signed by the authorised person for the organisation. For example, in the case of a HEI, this is expected to be the Research Office. In the case of a private sector company, this will be the person responsible for signing legal contracts. The signature indicates the organisation's willingness and ability to host the award in terms of financial, human and physical resources required.

Eligibility

For Short Calls, Lead Applicants must have a contract of employment with the lead organisation for the duration of the project. In the case of an MSc project, the lead applicant must hold a PhD and the student must be registered full time with a HEI in the State.

CVs for the Lead Applicant and each Co-Applicant must be submitted with the proposal and must demonstrate the ability of each partner to carry out their responsibilities within the project. Researchers from Northern Ireland are eligible to participate as Co-Applicants or partners but will not be funded.

Submission & application requirements

Applications must be made using the template provided and applicants must adhere to the formatting rules. Submissions must be received by the GSI before the call deadline. Any applications not adhering to submission and formatting rules, or received after the deadline, will be deemed ineligible and will be returned without review. All applications must be submitted by email to research@gsi.ie before the assigned deadline (5pm, August 4th 2017).

Format and Layout

Text font should be no smaller than Arial 11 with page margins no less than 2.5cm (please do not alter the layout of the template file). All word limits outlined in the application template must be adhered to. Only PDF files will be accepted. All documents and appendices must be included in one file which must not exceed 5MB.

Budgets

All values must be presented in Euro. Budgets, including indirect costs, must not exceed €25,000. Any projects with total budgets exceeding €25,000 will be deemed ineligible. Indirect costs cannot exceed 10% of the total direct costs.

Projects can be co-funded by cash/in-kind contributions from partner organisations though this is not a requirement; in such cases, the total cost of the project including the partner contributions and GSI funds requested must be included in the budget table and budget justification.

In-kind contributions can include personnel time, access to facilities, access to existing data etc.

All funded projects must adhere to financial rules from Department of Public Expenditure and Reform (appendix 1)

Examples of eligible costs

- Student fees (limited to €6,500 per year)
- Consumables (e.g. access fees, lab consumables, consumable items for fieldwork)
- Software licenses
- Publication fees
- Student scholarships/bursaries (limited to €18,000 per year) and/or staff costs for researchers working directly on the project (time sheets can be requested)
- Travel (including fieldwork travel costs)

Examples of non-eligible costs

- Maintenance contracts
- Durable equipment or resources with a life span beyond the project end date

If there are any queries regarding eligible and non-eligible costs please contact research@gsi.ie before submitting your proposal.

Budget Justification

This section should clearly justify the planned expenditure including expected timings of significant, 'once-off' expenditure.

Project information

Project description

This section is a maximum length of 3000 words excluding figures and references. This should comprise:

- Strategic context and rationale* for the project including background information, state-of-the-art and reasons for addressing the issue now. Projects relating to Tellus or INFOMAR programmes should clearly demonstrate how the results of the research could be incorporated into the relevant programmes and/or how the research will bring added value to the programme. All proposals should state how the project will support the GSI Research Roadmap objectives <http://www.gsi.ie/Research/Research+Roadmap.htm>
- Objectives and scientific/engineering targets beyond the state of the art.* This should outline how the project will expand our knowledge beyond current understanding and outline clearly the objective of the planned work.
- Implementation plan* should include timelines, milestones for the project presented (Gantt chart) and any information relevant to the efficient management of the project.
- Outputs.* The outputs should be well defined and listed as bullet points. They should link clearly to the milestones and timing of the project as well as the budget.

Outputs/Deliverables must include a final report (including financial report) to be supported (with supporting documentation) by at least one of the following:

- Submission of a publication (manifestly including work funded by the GSI Short Call) to an international, peer-reviewed scientific journal. A copy of the final publication to be submitted to the GSI once published.
- Inclusion in the formal programme for an international conference (presentation manifestly including work funded by the GSI Short Call). A copy of the presentation to be submitted to the GSI following the conference.
- Submission to Horizon2020 or similar research call.
- Maps and digital data set(s).
- Evidence of development of new methods, equipment, techniques, technology or cross-disciplinary applications.
- Patents, trademarks, copyrights, database rights.
- Knowledge transfer or exchange e.g. partnerships, networks, events, resources.
- Exhibit, performance or public event.
- Digital or visual media.
- Third level short course (level 7, 8 or 9).
- Geoheritage or outreach publications/activities.

Expected impact

The outputs of the project should impact one or more of the following;

- Scientific discovery
- Training
- Development of new methodology/toolkits
- Development of new software/prototypes
- Initial studies from which the results are expected to be used for Horizon2020 applications (in this case, the relevant Horizon2020 calls or programmes should be identified)
- Positive societal impact
- Policy and governance
- Economic development and employment
- Cultural heritage and geotourism
- Communications and dissemination
- Resource Estimation

This section should show clearly how the project will impact these areas and whether the expected impact is short, medium or long term.

Researcher profile and CVs

Each team member must attach a CV which must be no longer than 2 pages and must include;

- Contact details
- Recent employment history
- Academic qualifications or equivalent experience
- Publications
- Other information relevant to the proposal or qualification of the applicant

Where evidence is provided, certified career breaks (e.g. maternity/paternity/adoptive leave) will be excluded from any assessment of career stage or the assessment of the quality of applicant/team. For any queries regarding eligible career breaks, please contact research@gsi.ie before submission of the application.

Review process and criteria

Once received, all applications will be checked for eligibility. Projects that are deemed ineligible, or beyond the scope of the call, will be returned without review. Applications that are eligible and align with the call research themes will be reviewed and assessed by an external panel under the following criteria;

- Quality of Scientific/Engineering project described (40%)
- Impact (30%)
- Quality and experience of applicant/team (15%)
- Implementation, management plan and value for money (15%)

The GSI will undertake all reviews and evaluations in a fair and equal manner. Reviewers will be made aware of policies supporting equal opportunity for all researchers (e.g. Science Europe Practical Guide to Improving Gender Equality in Research Organisations).

Reporting

The project must be completed within 12 months of signing contracts. If the project is more than 6 months duration, a mid-term review will be carried out. A final report must be submitted including a non-technical summary for publication on the GSI website. The final payment will only be made on receipt of a final report. Failure to submit these reports on time may result in non-payment and/or exclusion from subsequent calls. Reporting deadlines and templates will be provided to all successful applicants. As part of the reporting procedures, successful applicants are expected to present their results (oral or poster presentation) at a GSI event.

Ethics

All proposals are expected to adhere to reasonable ethics rules (e.g. IAPG or IGI ethics guidelines, national rules

and procedures). Where organisational ethics guidelines are in place, the Lead Applicant is expected to adhere to the relevant ethics committee guidelines. All applications to reference the ethical guidelines that the applicants intend to adhere to and include a copy of same with their application.

Integrity

All applicants are expected to adhere to the [National Policy Statement on Ensuring Research Integrity](#) in Ireland and the [European Code of Conduct for Research Integrity](#).

Equality and diversity

The Geological Survey supports equality and diversity in all its activities including research funding calls. Applicants are assessed based on scientific excellence and the criteria as outlined in the call terms and conditions. Applicants will not be discriminated against on gender, disability, sexual orientation, age, race, ethnic group, civil status or family status as outlined by the [Irish Human Rights and Equality Commission](#) (guidelines will also be given to external reviewers in this regard). All Host Organisations (private or public entities) funded by Geological Survey Ireland are expected to promote fairness and equality in all aspects of the proposed research and adhere to relevant equality law.

Gender

Applicants must take into consideration gender balance of the research team and be aware of initiatives and policies promoting and supporting gender balance in the research sector (for example HEA National Review of Gender Equality in Irish Higher Education Institutions http://www.heai.ie/sites/default/files/hea_review_of_gender_equality_in_irish_higher_education.pdf). Lead applicants must provide information in the final report regarding the composition of the research team for statistical purposes.

GSI also supports the principals of the Athena Swan Charter. <http://www.ecu.ac.uk/equality-charters/athena-swan/>

Maternity/Paternity/Adoptive Leave

In cases where a researcher funded by GSI avails of formal and certified maternity, paternity or adoptive leave from the host institute/employer during the term of the project, they may request a project extension. Additional funding may also be requested to fund supplementary contributions to statutory social welfare entitlements for welfare maternity/paternity/adoptive leave. All requests (with supporting, signed documentation) should be directed to research@gsi.ie a minimum of 2 months before the leave period begins.

Non compliance

Where proposals are found to be non-compliant as per these Terms and Conditions, projects will be deemed ineligible and returned without review. Non-compliance during implementation of successful projects may result in termination of the Grant Agreement and withdrawal of funding

Confidentiality

All applications and subsequent correspondence with applicants will be treated as confidential.

Acknowledgement

The Geological Survey Ireland Geoscience Research Programme must be acknowledged clearly in all activities and outputs including publications, conference presentations, reports, events etc. For written or printed material, including powerpoint presentations, this must include a logo and written acknowledgment. High resolution image files of the relevant logos will be made available and must be used with equal and due prominence as to that of the Host Organisation.

All dissemination and communication activities must be recorded and included in the final report.

Programme management

The programme will be managed by the GSI Research Manager, Dr Aoife Braiden. Any queries should be submitted by email to research@gsi.ie

Intellectual property and data management

IP will remain with the applicant researcher, however, where commercial product(s)/service(s) result from GSI Geoscience Research Programme funding, the product/service will be provided to the GSI under a perpetual,

non-exclusive, royalty-free license.

Where data is collected as part of a Geological Survey Ireland funded project, a copy of the data must be provided to the Geological Survey and, where relevant, standard data formats should be used (e.g. INSPIRE). Specific terms and conditions relating to data use and data storage will be determined on a case by case basis.

Relevant information on GSI programmes can be found on the following websites:

www.gsi.ie

www.tellus.ie

www.infomar.ie

For clarification on any of the Terms and Conditions herein please contact Dr Aoife Braiden, research@gsi.ie

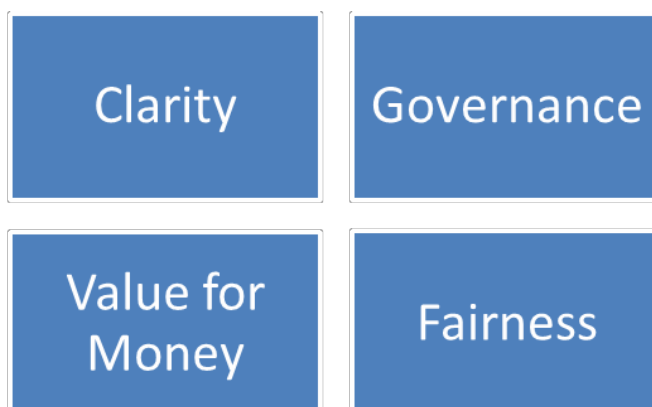
Appendix 1: Financial rules from Department of Public Expenditure and Reform



Statement of Principles for Grantees

Are you in receipt of public funding?

This Statement outlines the 4 principles which apply in the case of bodies in receipt of grant funding provided directly or indirectly from Exchequer sources.



This Statement should be brought to the attention of every grant receiving body
 If you are in receipt of Public Funding you should

<p>Clarity</p> <p>Understand the purpose and conditions of the funding and the outputs required</p> <p>Apply funding only for the business purposes for which they were provided</p> <p>Apply for funding drawdown only when required for business purposes</p> <p>Seek clarification from the grantor where necessary – on use of funds, governance and accountability arrangements.</p>	<p>Governance</p> <p><i>Ensure appropriate governance arrangements are in place for:</i></p> <p>oversight and administration of funding</p> <p>control and safeguarding of funds from misuse, misappropriation and fraud</p> <p>accounting records which can provide, at any time, reliable financial information on the purpose, application and balance remaining of the public funding</p> <p>Accounting for the amount and source of the funding, its application and outputs/outcomes.</p>
<p>Value for Money</p> <p><i>Be in a position to provide evidence on</i></p> <p>effective use of funds</p> <p>value achieved in the application of funds</p> <p>avoidance of waste and extravagance</p>	<p>Fairness</p> <p>Manage public funds with the highest degree of honesty and integrity</p> <p>Act in a manner which complies with relevant laws and obligations (e.g. tax, minimum wages)</p> <p>Procure goods and services in a fair and transparent manner</p> <p>Act fairly, responsibly and openly in your dealings with your Grantor</p>