

TERMS AND CONDITIONS

IRELAND/SCOTLAND BILATERAL NETWORK GRANTS 2021



Acadamh Ríoga na hÉireann
Royal Irish Academy

These are the Terms and Conditions for the Ireland–Scotland Bilateral Network Grants. Applicants should read these carefully before completing and submitting their application.

THE ROYAL IRISH ACADEMY (RIA)

In line with its aims and remit the RIA has a long history of promoting, supporting and communicating research. The Academy began providing research grants in 1876, and this legacy of supporting academic researchers in Ireland continues today. Through the vehicle of its various grants schemes world class researchers are identified and recognised throughout their careers.

THE ROYAL SOCIETY OF EDINBURGH (RSE)

As Scotland’s National Academy, the Royal Society of Edinburgh (RSE) supports high-quality academic research and public engagement activities. The RSE delivers upon its mission ‘to promote the Advancement of Learning and Useful Knowledge’ by supporting academic researchers, practitioners and policy makers, and in assisting the development, dissemination and deployment of research.

IRELAND/SCOTLAND BILATERAL NETWORK GRANTS

The Royal Irish Academy (RIA) and the Royal Society of Edinburgh (RSE), with the support of the Scottish Government Office in Ireland and the Department of Foreign Affairs, are pleased to invite applications for the Ireland–Scotland Bilateral Network Grants.

The ambition of the Ireland–Scotland Bilateral Network Grants is to strengthen co-operation and learning between excellent researchers, academics and practitioners in Scotland and Ireland within the five thematic areas identified within the [2021 Irish–Scottish Bilateral Review](#).

OBJECTIVES OF THE GRANTS SCHEME

- To strengthen co-operation and learning between Scotland and Ireland through bilateral funding for joint projects;
- To foster partnerships/networks within and beyond academia;
- To encourage the initiation of new partnerships and/or the development of existing partnerships;
- To contribute to policy discussion in Ireland and Scotland in the specified thematic area.

THEMES

In 2021, the Ireland–Scotland Bilateral Network Grants invites applications which address the theme of **‘Revival, Resilience and Recovery: Cultural and Arts Sectors post Covid-19’**.

The arts and wider cultural sectors are vital to Scotland’s and Ireland’s revival, resilience and recovery. They provide spaces for discussion, debate, divergence, convergence and exchange. Theatre, music, and film for example, have the power to bring people together in a collective experience for a moment, an evening, a lifetime even, while visual and oral arts and literature offer audiences an opportunity to reflect on ideas or experiences that differ from their own or challenge existing scenarios and situations.

APPLICANT ELIGIBILITY

- The grant is open to academic researchers working in partnership with the cultural and arts sectors. In each application the lead applicant must be a full or part-time academic in any discipline and a tenured and/or salaried staff of a higher education institution (HEI) or research institute (RI) in Scotland or Ireland. Lead applicants must be on open-ended, continuing or fixed term contracts which extend beyond the end-date of the envisaged grant period. The grant cannot be used to extend an applicant's contract.
- Each application must include a partner in the other country, i.e. those with a lead applicant in Ireland must have a co-investigator in Scotland and vice versa.
- Application partners may come from any area of research and practice within the area of culture and arts.
- Each application may have a number of partners/co-investigators, across both countries if appropriate to the project.

PROJECT ELIGIBILITY

- Applications must address the theme of 'Revival, Resilience and Recovery: Cultural and Arts Sectors post Covid-19'.
- The project can build on existing international collaboration between the two countries or may demonstrate plans for the development of new collaborative networks.
- Project types can include (as examples) research networks, research and practice networks, and cultural exhibitions. Applications that push traditional boundaries by bringing together multiple sectors (for example academia with performing artists, third sector, schools, policy analysts and makers, cultural venues/locations, artisan networks) are particularly welcome, especially where wider inclusion and diversity elements are evident.
- While awards will be open to all career stages and all HEIs in Ireland and Scotland, we particularly encourage applications that are either led by early career researchers (ECRs) or include ECRs as active participants within the proposed project.

PROJECT OUTPUTS AND IMPACT

Outputs: Project applicants will be expected to demonstrate a set of outputs from their project, the precise nature of which will depend on their funded network project. Awardees will produce a written report in plain English together with a 3–5 minute summary video; these will be lodged on the websites of funders, RIA and RSE. Successful awardees will also be expected to participate fully in the end-of-project Summit in April 2022 to showcase their work in an international forum which will be held both online and in person. Any additional outputs will be tailored to the nature of the network, e.g. records of exhibitions, events, new networks created.

Impact: Applicants will also be asked to demonstrate the impact of the network grant, in terms of:

- Bilateral and in-country activities that have taken place as a result of the funding that would not have occurred otherwise;
- Current and future benefits of the networks for project partners, including scoping for new grants (e.g. Horizon Europe);
- Current and future benefits of the networks for those involved, including participants from the general public, service users (where relevant) and particularly those who may not typically have the opportunity to be involved in a project of this type.

APPLICATION PROCESS

- Applications without two references received by the closing date will not be accepted.
- Retrospective applications will be deemed ineligible, funds may only be applied after the award has been formally granted.

SELECTION PROCESS AND TIMELINE

Application Deadlines: The Call for applications opens on 7 May 2021 at 12 noon. The deadline for applications is 11 June 2021 at 12 noon. Successful applicants should expect to be informed by mid-July 2021. Grants are for a period of 3–6 months. All projects must be complete and final reports submitted by 25 February 2022.

Selection Criteria: Applications with a lead partner in Ireland will be assessed by a review panel within the RIA and applications with a lead partner in Scotland will be

assessed by a review panel within the RSE. Applications will be assessed with reference to: adherence to the objectives of the call; whether the funding request is within the threshold and justified in relation to project delivery; applicant, co-applicant and network proposal; project plan, outputs and impact.

FUNDING AND ELIGIBLE COSTS

Eligible costs: The maximum sum available for any one grant is £12,500 per project (GBP Sterling) for a period of 3–6 months.

Eligible costs:

- **Research time:** appropriate and recognised salary costs at a daily or hourly rate, excluding on-costs.
- **Administrative assistance:** on a daily or hourly basis, at appropriate and recognised salary costs at an hourly rate, excluding on-costs.
- **Research consumables:** examples include licenses for archival material or for software that are required for research to be carried out; printed brochures for dissemination events; tea, coffee, lunch for meetings etc.; postage, stationery and photocopying. **Throughout the duration of the funded project, any relevant Government legislation and guidelines for Covid-19-safe contact must be observed.**
- Library fees, illustration permissions, copyright fees, photographic services.
- Assistance with publication costs (in the form of guarantee against loss or for illustrative material).
- Translation services and transcription of interviews.
- **Research-related travel:** reasonable expenses, using standard class fares (excluding first and business class travel), accommodation, subsistence, visa. **Throughout the duration of the funded project, Irish, Scottish, UK and relevant in-country Government legislation and guidelines, as well as any global guidelines that come into force during the project timeframe, for Covid-19-safe travel and contact, must be observed.**
- Costs associated with disseminating results arising from the project – through publication or presentation at specialist conferences. Dissemination costs are **normally up to a maximum of 10% of the requested budget.**

Ineligible costs:

- Salary on-costs, that is, Health/National Insurance, Pension contributions
- Equipment and equipment-related costs.
- Event costs, that is, the costs of putting on the event; costs for attendance at events are eligible.

REPORTING

Awardees are required to submit a final report by 25 February 2022, using the template provided by the RIA and RSE when the offer of an award is made. The report should:

- Outline the progress relative to the research programme and outputs indicated in the original application;
- Set out the main research objectives of the Grant and delivery against them;
- Provide a list of all outputs, e.g. publications produced (or in progress), conference presentations, collaborations, events etc.;
- Include a non-confidential executive summary;
- Provide a 4–5 minute video giving an accessible project summary.

CHANGES TO THE PROJECT

- The RIA and RSE must be consulted on, and informed of any significant changes to, the proposed project following approval of the application (e.g. change of institution). Failure to consult the RIA and RSE about proposed changes could result in funding being withdrawn.
- If the project has to be cancelled for any reason, the RIA and RSE will seek reimbursement of any funds held by the host institution.
- It will not be possible to carry forward unspent funds beyond the project end-date.

PUBLICATIONS AND OTHER OUTPUTS

Any publications or other outputs arising from the research funded by the award would be expected to acknowledge the RIA and RSE's support.

Royal Irish Academy: You must also ensure that the '[Guidelines for acknowledging funding](#)' are followed including use of the [RIA logo](#) as outlined.

Royal Society of Edinburgh: The RSE must be acknowledged in all reporting and associated presentations.

ADDITIONAL CONDITIONS

- If the awardee is found to be guilty of research misconduct or personal misconduct the RIA and RSE may withdraw the award. Please see the RSE website for the definitions of good conduct and misconduct.
- If a material change in the applicant's circumstances should occur after submitting the application, details should be notified by email to the relevant contact point at the RSE or RIA.
- All substantial changes to the initial budget must be approved by the RSE (or RIA).
- By signing the application form and accepting the grant offer letter both the host institution and the applicant agree to be bound by the guidelines and terms and conditions upon acceptance of the award by the host Institution. Both the funders, the Royal Irish Academy and the Royal Society of Edinburgh shall be entitled to enforce these terms and conditions.

PAYMENT OF GRANT AND REPORTING REQUIREMENTS: ROYAL IRISH ACADEMY

Applicable to RIA Awardees only

Those successful for this grant scheme will be notified of the outcome via written letter. Following this, the drawdown process for the grant will commence.

Acceptance and payment one: the following documents should be returned to grants@ria.ie:

- Confirmation of acceptance of the grant and all its conditions;
- PPS number;
- A copy of your online tax clearance verification number (if applicable).

In addition, the following document should be returned to accounts@ria.ie:

- [SEPA form](#), outlining clearly whom the payment should be made out to.

50% of the Grant (payment one) will be processed upon receipt of the documents listed above

Important: this required documentation should be submitted by **10 August 2021**, at the latest.

Payment two: the remaining 50% of the grant (payment two) will be released upon safe receipt of the following:

- A detailed report, which will include a fully vouched and detailed statement of income and expenditure using the template available from grants@ria.ie.
- Submitted receipts for each expense incurred (Important: Only vouched expenses will be reimbursed).

Additional notes:

- This award is subject to the travel and subsistence rates as set out by the Department of Public Expenditure and Reform. Please note that expenses listed as ineligible in the notes to applicants during the application process cannot be claimed.
- It should be noted that the sum allocated is the maximum to be awarded and final amount will be based on vouched expenditure. You must submit ALL receipts as you will be required to return any unspent funds to the Academy. Please note that this specifically includes items for which there is no receipt attached.

The report form will be sent with your offer letter from the Royal Irish Academy

Deadline for submission of your report is **25 February 2022**.

The report will include a lay summary of your project (maximum 200 words) and require relevant high-quality image (300dpi), for inclusion on the Academy website and annual review. This summary should be written in plain English, free from jargon and at a reading level as found in a standard broadsheet newspaper. It should provide a concise overview of the project, main findings and impacts of the research.

PAYMENT OF GRANT AND REPORTING REQUIREMENTS: ROYAL SOCIETY OF EDINBURGH

Applicable to RSE Awardees only

- It is your responsibility to fully discuss finance arrangements with your host institution to ensure they are aware of their responsibilities;
- The award is paid by the RIA or RSE to the host institution which will pay the awardees;
- Payment to the institution will be made in arrears on receipt of an invoice. The invoice should be submitted for payment at the end date of the award;
- Payment will be subject to satisfactory performance and adherence to the Terms & Conditions governing the award. A percentage of payment may be withheld from the institution if the award holder fails to meet the requirements of the award described in the Terms & Conditions, including the meeting and reporting requirements below. In accepting this award, the Host Institution is expected to have in place policies covering misconduct together with procedures that would be applied should the award holder fail to abide by them. This award may be withdrawn should the awardee be found guilty of misconduct or unacceptable behaviour (both personal and work-related);
- The RSE can withdraw funding at any time if the terms and conditions or guidelines are not being completely adhered to and followed;

- Upon completion of the award, the host institution must submit a final statement of expenditure to the RSE, detailing the total amount received, actual spend and any outstanding balance to be returned to the RSE. The statement must be on headed paper and signed off by a senior member of the award finance team at the host institution.

GENERAL CONDITIONS

- If the awardee is found to be guilty of research misconduct or personal misconduct the RIA and RSE may withdraw the award. Please see the [RSE website](#) for the definitions of good conduct and misconduct.
- If a material change in the applicant's circumstances should occur after submitting the application, details should be notified by email to the relevant contact point at the RSE or RIA.
- By signing the application form and accepting the grant offer letter both the host institution and the applicant agree to be bound by the guidelines and terms and conditions upon acceptance of the award by the host Institution. Both the funders, the Royal Irish Academy and the Royal Society of Edinburgh shall be entitled to enforce these terms and conditions.

WITH THE SUPPORT OF



Scottish Government
Riaghaltas na h-Alba
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An Roinn Gnóthaí Eachtracha
Department of Foreign Affairs



Acadamh Ríoga na hÉireann
Royal Irish Academy

THE ROYAL IRISH ACADEMY/ACADAMH RÍOGA NA HÉIREANN



*The Royal Society
of Edinburgh*

KNOWLEDGE MADE USEFUL

THE ROYAL SOCIETY OF EDINBURGH, SCOTLAND'S NATIONAL ACADEMY