# SCIENCE FOUNDATION IRELAND

# President of Ireland Young Researcher Award (PIYRA)

# Call for Submission of Proposals

*Version: July 2014*

---

**Key Dates**

The PIYRA programme is run as a rolling call. Applications are by invitation only, following the submission and evaluation of an expression of interest.

---

**Contents**

1. **Introduction**

Science Foundation Ireland's (SFI) legal remit[1] is to promote, develop and assist the carrying out of oriented basic and applied research in strategic areas of scientific endeavour that concern the future development and competitiveness of industry and enterprise in the State. As outlined in SFI's Strategic Plan, Agenda 2020[2], the Foundation is committed to continuing its focus on funding excellent science that will deliver strongly on impact, thus realising significant benefits for the Irish economy and Irish society.

SFI is committed to supporting and developing early- and mid-career researchers with the greatest potential to become excellent, fully independent research leaders and offers a suite of funding opportunities to help make this transition. These opportunities include: the **SFI Starting Investigator Research Grant (SIRG)** programme which aims to support excellent postdoctoral researchers who wish to take steps towards a fully independent research career; the **SFI Career Development Award (CDA)** which aims to support early- and mid-career researchers who already hold a salaried, independent research post and who are looking to expand their research activities, and the **President of Ireland Young Researcher Award (PIYRA)** which is Science Foundation Ireland's most prestigious award to recruit and retain early-career researchers to carry out their research in Ireland. In addition, and in partnership with The Wellcome Trust and the HRB, SFI provides funding opportunities for early-career researchers based in Ireland through the **Wellcome Trust Research Career Development Award.**

The PIYRA programme recognises outstanding engineers and scientists who, early in their careers, have already demonstrated or shown exceptional potential for leadership at the frontiers of knowledge. Awardees will be selected on the basis of exceptional accomplishments in science and engineering in all areas covered by SFI's legal remit and on the basis of creative research plans that are built on work that has attracted international attention. For the PIYRA programme, scientific excellence is both necessary and paramount but is not sufficient; applications must also demonstrate potential impact.

Current Irish government policy mandates that the majority of public research funding is aligned with areas of strategic opportunity for the State. These areas have been identified on the basis of an assessment of Ireland's economic potential as set out in the recommendations of the National Research Prioritisation (NRP) Steering Group, published in 2012 (NRP report), and adopted as Government policy. The majority of public funds for research must now be directed towards the fourteen priority areas and with the evolution of research priorities, new and emerging Strategic Areas of Opportunity related to science or engineering. As this is an early-career research award, the PIYRA research programme is **not required** to align with a National Research Priority Area. However, *if* the research programme does align with either a priority or underpinning area, then this should be outlined in the relevant sections in the application.

---

[1] *http://www.sfi.ie/about/what-we-do/*

[2] *http://www.sfi.ie/assets/files/downloads/News%20and%20Events/AGENDA%202020.pdf*

**Purpose of the PIYRA Programme**

The purpose of the PIYRA programme is:

- To recruit and retain outstanding early career investigators with leadership potential
- To fund scientific research projects of excellence with impact
- To support collaborations and partnerships between academia and industry
- To develop future research capacity and capability in strategic areas and to attract, retain and develop industry in key sectors in Ireland.

**Objectives of the PIYRA Programme**

The objectives of the PIYRA Programme are:

- To identify the most promising of a new generation of top-tier cutting edge researchers in fields that are critical to Ireland's economic and social prosperity
- To offer funding opportunities that will help Irish research bodies attract top-tier young researchers to Ireland
- With the support of the host research body, including an identified mentor, to assist the awardee to build an internationally respected research activity
- To fund a period of intensive research to enhance the candidates' research programmes / projects and further encourage and promote Ireland's participation in the international research community
- To foster and support collaborations with academic and industry partners

2. **Programme Format, Eligibility and Remit**

   **PIYRA** applicants must have an exceptional record of internationally recognised independent research accomplishments for their career stage. PIYRA applications will undergo a two-stage review, with an Expression of Interest and, if successful at Expression of Interest review, an invitation to submit a full-proposal.

   **Eligibility of Research Body**

   The Research Body[3] is the body responsible for the overall financial and administrative co-ordination of research programmes supported by research grants from SFI. Host Research Bodies must be situated in the Republic of Ireland. Queries regarding eligibility of Research Bodies should be directed to SFI prior to submission. A list of eligible Research Bodies is available on the SFI website.

   **Programme Remit**

   To be eligible for PIYRA funding, the applicant must be working on a research topic in an area covered by SFI's legal remit. The applicant is required to complete a brief statement justifying that the proposed research is in the STEM areas, and justifying that the proposed research is oriented basic or applied research which promotes or assists the

---

[3] *The term 'Research Body' and 'Institution' are equivalent and interchangeable in SFI documentation and in the SFI SESAME system.*

development and competiveness of industry, enterprise and employment in Ireland. This statement will be used to determine the eligibility of the application.

3. **Research Impact**

Each year the Irish Government spends in the region of €800 million on scientific research, training and development. As with all public spending, it is necessary to demonstrate and articulate the potential impact and benefits of scientific research.

For the PIYRA programme, scientific excellence is both necessary and paramount but is not sufficient; applications must also demonstrate potential impact. SFI has always asked applicants to articulate the value of their research to Ireland and will now place increased emphasis on the Impact Statement submitted as part of the PIYRA programme. As part of the review process, reviewers will be asked to consider the potential impact of applications as described in the Impact Statements.

**What is meant by Impact?**
Impact can be described as *the demonstrable contribution that excellent research makes to economy and society.* Impact embraces the diverse ways in which research-related knowledge and skills benefit individuals, organisations and nations. SFI has developed detailed guidelines on research impact which are available on the SFI website: [Research Impact guidelines.](#)

**Impact Statement**

For the PIYRA Programme, at the full proposal stage, a maximum of 2 pages is allowed for the impact statement. SFI recognises that impact can take time and in many cases is unforeseen. It is not possible to predict all impacts at the research proposal stage.

The statement should be as specific as possible and provide information that external reviewers will find helpful in assessing the potential impact of the proposed research activity. Appropriate plans, milestones and deliverables associated with the potential impact may also be indicated.

The Impact Statement should be written primarily in lay, non-technical language, it should be as specific and comprehensive as possible, and it should cover potential economic and societal impacts by answering the following overarching questions:

- **Who will benefit from this research?**
- **How will they benefit from this research?**
- **Over what timeframe might the benefits from your research be realised?**

| |
|---|
| **Applicants are encouraged to consider SFI's [Agenda 2020](#) before writing their impact statement.** |

In critically appraising various possible impacts, the following points should also be considered:

- What is the activity's potential impact on the development of industry and the Irish economy, competitiveness and development?

- Are there potential international beneficiaries, collaborations with international industry or partner organisations?
- The PIYRA Programme encourages industrial collaborations *where appropriate* considering the stage and topic of the research. How will industry collaborators enable increased impact? What supports are they offering? Have routes to commercialisation been considered?
- Letters of support may be included from industry partners, or other bodies and individuals who will be <u>directly</u> involved in supporting the work described in the application but not listed as official 'industry' collaborators. Letters should provide full details of the intended intellectual input and, where relevant, level of financial (cash, in-kind or both) contribution to the research programme. Letters which do not demonstrate direct involvement will be removed from the proposal.
- What is the activity's potential impact on the education, training and career of Ireland's students and research team members? Will there be infrastructural benefits for further research and education, e.g. facilities and instrumentation? It is important to highlight the added value that will be provided from the training provided under your award.
- How will the potential impacts of your research best be realised?
- How do you propose the impact of your research could be measured?
- What is the activity's potential impact on society and the quality of life of Ireland's citizens?
- Are there potential beneficiaries within the private sector, public sector, third level sector or any others (e.g. professional or practitioner groups, charities or patient groups)?

## 4.  Programme Details

### 4.1 Definition of Lead Applicant, Collaborator and Mentor

The **Lead Applicant** will be responsible for the scientific and technical direction of the research programme and the submission of reports to SFI. The lead applicant has primary fiduciary responsibility and accountability for carrying out the research within the funding limits awarded and in accordance with the terms and conditions of SFI. The lead applicant will serve as the primary point of contact for SFI on the award, during the review process, and if successful, during the course of the award.  The applicant will be recognised as an SFI Principal Investigator. The research activities proposed may include collaborations with partners from other academic research centres and the commercial sector. Partners *cannot* participate as co-investigators*.* **Proposals submitted with co-investigators will not be reviewed or considered for funding.**

An **Official Collaborator** is an individual who is committed to providing a focused contribution for a specific task(s). The collaborator will serve under the direction of the lead applicant, and may or may not receive funding through the grant (see budget justification). Industry partners are not required, but are permitted and, where appropriate for the topic of the research, are encouraged. An industry partner should be listed within the documentation as an **Industry Collaborator**.

**Required documentation** for all Official Collaborators: **At full proposal stage only,** CVs <u>must</u> be provided for ALL official collaborators including **Industry Collaborators**. In addition, **at full proposal stage only,** each official collaborator <u>must</u> provide a letter of support with the grant application and this must clearly outline the role of that collaborator in the programme of research proposed. The role of the collaborator must also be *referenced* in the main body of the research proposal, at both pre-proposal stage and at full proposal stage. (For example: *Will the collaborators be supplying*

*samples, data, etc? Will the collaborators be providing training in techniques or the use of equipment? Will the collaborators directly participate in specific work projects? Will collaborators be acting in a purely advisory capacity?).*

If a collaborator is to receive funding from this award, this should be clearly stated in the budget justification section. Please note that collaborators outside the Republic of Ireland are not eligible to receive funding through the SFI PIYRA programme.

An individual contributing to, but not substantially involved in the research proposal to warrant listing as an Official Collaborator, may be referred to within the text of the research programme.

The **Mentor** should be an established researcher within the host institution who will be able to guide and advise the awardee during the early stages of their career. All successful SFI PIYRA candidates have been stringently reviewed and assessed on their scientific independence, but continuous guidance from a more experienced researcher will be beneficial as they embark on the establishment of an independent research group and integration within their respective school. The SFI PIYRA mentor does not play a supervisory or presiding role but should actively **assist** the awardee with:

#### (i) General facilitation and orientation e.g.
- Introduce the SFI PIYRA to the rest of the faculty.
- Provide appropriate contact information to the SFI PIYRA e.g. research office, staff office.
- Ensure the SFI PIYRA is placed on appropriate distribution lists e.g. seminar schedules.
- Facilitate access to non-academic resources e.g. GP, childcare, housing
- Ensure the SFI PIYRA is aware of possibilities for career enhancement within the Research Body e.g. promotions, awards.
- Discuss career goals and direction with the SFI PIYRA.

#### (ii) Research facilitation e.g.
- Assist with negotiating an appropriate start-up package and arranging access to shared equipment.
- Advise on hiring decisions and team structure, assist with interviews and recruitment.
- Be available to discuss supervision of staff and graduate students.
- Encourage SFI PIYRA to seek scientific mentoring. This may be provided by the general mentor, if appropriate.
- Ensure that the SFI PIYRA is not exploited in joint grants or is not becoming involved in excessive collaboration.

#### (iii) Teaching facilitation e.g.
- Ensure the SFI PIYRA is briefed on departmental teaching and examination policies and procedures.
- Protect the SFI PIYRA from being over burdened by teaching during the establishment and early years of their research group.
- Inform the SFI PIYRA if there are opportunities to enhance their teaching skills

#### (iv) Service facilitation e.g.
- Advise the appropriate level of involvement in departmental/school/Research Body service activities and ensure that the SFI PIYRA is not overloaded with such assignments.

- Suggest the optimum service activities and committees in which the SFI PIYRA should take part e.g. those that will assist in making contacts/hiring staff.

Please note that Science Foundation Ireland will expect the mentor to be available at site reviews during the course of the award. The mentor should be identified in the Expression of Interest in the collaborator section as a mentor.


## 4.2 Eligibility Criteria of Applicant

The lead applicant must be:

4.2.1 An individual who will be recognised by the research body upon receipt of the SFI grant as an independent investigator who will have an independent office and research space at the host research body for which he/she will be fully responsible for at least the duration of the SFI grant.

Research Body submission confirms that the lead applicant meets these criteria and is either a member of the academic staff, or awaiting appointment as defined above.

4.2.2 The lead applicant must have completed a minimum of 36 months of active post-doctoral research.

4.2.3 The lead applicant must have been awarded a PhD or MD within the last eight (8) years, in the normal case, or up to a maximum of twelve and a half (12 ½) years for applicants who have taken documented eligible leave, as described below.
- *The official date of a PhD/MD is defined as the year that the degree was conferred, i.e. the year printed on the official PhD/MD certificate. The number of years is determined by calendar year.*

4.2.4 As this programme is aimed at attracting a new generation of researchers, applicants may not have previously received an SFI Investigator-type award, such as Principal Investigator, Investigator Award (IA), Stokes Professorship or Lectureship, Research Professorship, or SFI PIYRA, nor should they have received an SFI Research Centre award as a lead or co-PI. Applicants holding or having held smaller awards such as Starting Investigator Research Grant (SIRG), Research Frontiers Programme (RFP), Investigators Projects (IP), Walton, TIDA, Industry Fellowship, Advance Award and UREKA supplement **MAY** apply to SFI PIYRA. Please note that SIRG award holders may only apply to SFI PIYRA in the last 12 months of their active award. Recipients of an SFI Career Development Award (CDA) are *not eligible* to apply to SFI PIYRA.

4.2.5 Has an *exceptional* record of internationally recognised independent research accomplishments for their career stage (as measured by publications in top quality international journals and conferences, invited talks at international conferences, or other academic metrics appropriate to the applicant's field).

4.2.6 Has demonstrated research independence (or be in the process of establishing independence) and shown exceptional potential to become a research leader of the future.

4.2.7 The applicant is expected to have the capability and authority to mentor and supervise postgraduate students and team members.

### 4.2a Eligible Leave

An SFI PIYRA applicant may extend their period of eligibility by 18 months for each separate period in which they have taken a minimum of 18 weeks of consecutive documented eligible leave since the conferring of their PhD/MD. This can include, but is not limited to the examples below:

- Statutory adoptive leave
- Statutory parental leave
- Statutory maternity leave
- Statutory paternity leave
- Carer's leave
- Long-term medical illness leave
- Conscription

Certified maternity leave of less than 18 weeks will be considered upon receipt of a valid birth certificate.

Any queries in relation to eligible leave can be forwarded to PIYRA@sfi.ie.


Part-time employment will be treated the same as full-time employment (2 years of half-time working counts as 2 full-time years).

Research Body submission confirms that the applicant meets these criteria.

The maximum extension to the period of eligibility under this scheme is 4½ years (54 months).

> **Where, in the opinion of SFI, an applicant fails to meet the eligibility criteria outlined above, the application will be deemed ineligible and will not be accepted for review**

> **Investigators funded by SFI under the SFI PIYRA Programme are not entitled to hold other large SFI awards (e.g. SFI Investigator Award (IA), SFI Research Professor Award, SFI CSET, SFI SRC, SFI Research Centres) concurrently, as either lead applicant or co-applicant. However, to secure continuity of funding, a grant holder may apply for a subsequent grant during the last 24 months of their existing grant. If successful, the new grant will normally start at the end of the existing grant.**

### 4.3 Funding

SFI PIYRA grants may be up to a maximum of €1,000,000 and up to five years duration.  General overheads, currently 30% of 'modified' total direct costs, should not be included in the requested budget.

SFI funding supports the research programme costs of the PIYRA recipient and their research group. Eligible costs include:

- A contribution of *up to 50%* of the salary of the applicant, in cases where they will not be in receipt of a full salary from the Research Body. Where the applicant is already in receipt of a full salary (e.g. they are a permanent member of staff), no salary contribution may be requested.
- Where a contribution to the applicant's salary is being requested, the Research Body *must*, in their letter of support, guarantee to provide the balance of the salary

for the *full duration* of the award. Furthermore, in this situation, the total value of the research award will be up to a maximum of €1,000,000, *inclusive* of the Research Body's salary contribution.

- Host institutions may, at their discretion, request that their contribution to the applicant's salary be introduced on a phased or graduated basis over the course of the award. That is, the host institution does not necessarily have to contribute 50% of the applicant's salary every year, provided that their salary contribution over the full course of the award is at least 50% of the applicant's salary costs. It is the expectation of SFI that the PIYRA awardee would have moved to a full-time position funded by the host institution by the end of the award.
- Contributions to salaries/stipends for staff hired specifically to carry out the research programme**.** Please consult the SFI website for more information on the SFI grant application budget policy.
- Relevant research expenses, including personnel, equipment, consumables and travel.
- Access to necessary special facilities which are not available in the host institution. Access charges for use of large items of infrastructure or test bed facilities may be requested in certain situations; see Section 3, Page 18, and also Section C of the SFI grant application budget policy

In addition to the direct costs, Science Foundation Ireland also makes an indirect or overhead **contribution** to the host research body, which is reflected as a percentage of the direct costs (excluding equipment). Overheads are payable as a contribution *to the research body* for the indirect costs of hosting SFI-funded research programmes and are intended to enable the research body to develop internationally competitive research infrastructure and support services.

### 4.4 Submission

**Applications to the PIYRA programme will only be accepted through SESAME, SFI's grants and awards management system.**

Access to SESAME is controlled by staff at the research office of your host research body. Please follow your internal organisational process to request this access.

Once you have been registered by your research office, **you will receive an email** containing your:

1. Username
2. Password
3. SFI PIN number
4. SESAME website address

Your **username** and **password** are needed to log in to SESAME.

**SFI's grants and awards management system, SESAME,** is accessed using the Internet; no additional software needs to be installed. You can access SESAME online from any location. The configuration of some browsers and internet infrastructure (popup blockers, firewalls, etc.) can restrict an individual's access to the internet and as a result to the SESAME system. If you are having any such difficulties, please contact your organisation's internal IT support team.

---

**The SESAME system is accessed using the following Internet address:**

**https://grants.sfi.ie**

---

Please see the **SESAME Researcher User Guide** for more detailed information.
SESAME researcher user guide

**SESAME enables:**

- Individual researchers to apply online for SFI grants.
- Host research bodies to review and authorise all applications.

**Individuals may submit only one single proposal to the SFI PIYRA Programme during a 12-month period.**

- *For the avoidance of doubt, this is defined as 12 months from the date of submission of full proposal to SFI*

An applicant who submits an application to the SFI PIYRA Programme, but is subsequently declined or does not accept the award for other reasons, may only submit one further application to the programme.

**Individuals may not, while their SFI PIYRA proposal is under active review, submit an application as an applicant or co-applicant to any of the following programmes:** SFI Investigators Programme, SFI Research Professorship, SFI SIRG, SFI CDA, or to SFI Research Centres.

Once submitted by the host research body to SFI through SESAME, an application cannot be withdrawn and subsequently modified for resubmission.

## 4.5 Application Procedure

Applicants are invited to submit the following documentation:

- Expression of Interest
  *and **if** invited to do so after the Expression of Interest evaluation stage,*
- Full proposal

**Expressions of Interest and full proposals must be submitted online through SESAME to SFI by the Research Office of the applicant's research body.**

Applicants should follow carefully the instructions below and in the SESAME researcher user guide to complete the various sections of the application. In addition, a checklist of requirements is provided in Appendices B and C of this call document.

**Expression of Interest and full proposal submission requirements:**

- **All text in uploaded PDFs** should be provided in Times New Roman font or similar, with minimum font size of 12, and at least single-line spacing as well as a minimum margin size of 2.5cm. Text in diagrams may be in any clearly legible font.
- Uploads in SESAME must be submitted in **Adobe or Microsoft PDF format only**
- The number of pages in uploads must not exceed the specifications for any given section. **Applications that do not comply with these requirements will be deemed ineligible and will be returned without review**.
- Appendices or other unsolicited documentation are not permitted. **Applications that include such unsolicited documentation will be returned without review**
- The currency to be used is the **euro** (€).
- File sizes of attachments should be **less than 5MB**

---

Expressions of Interest and full proposals must be submitted online through SESAME to SFI by the Research Office of the applicant's research body.

Applications not adhering to these requirements, or with incomplete content, will be deemed ineligible and will not be accepted for review.

In order to safeguard against ineligibility, applicants are reminded to adhere rigorously to the guidelines in the call documentation and to review the proposal document prior to submission in SESAME.

Once submitted by the host research body to SFI through SESAME, an application cannot be withdrawn and subsequently modified for re-submission.

---

**Step 1: Eligibility Questionnaire**

Applicants must complete the eligibility questions (see Section 4.2 of this call document for eligibility details).

**Step 2: Expression of Interest Preparation**

**(i) Proposal Summary**

The Research Proposal **title** should clearly convey the nature of the research to be undertaken, in up to 30 words.

The report of the Research Prioritisation Steering Group http://www.djei.ie/publications/science/2012/research_prioritisation.pdf, which has been adopted by Government, identifies 14 priority areas, and 6 underpinning platform, science and technology areas, that are currently the focus of State investment in research and innovation. Please note that the PIYRA research programme is not **required** to be aligned with a National Research Priority Area. However, *where relevant*, please select the appropriate priority or underpinning area to which the research programme aligns, or select "not applicable".

If the proposed research is relevant to other NRP areas, the applicant may then select as many of the other NRP areas as appropriate.

SFI tracks a number of research categorisation areas (separate from the NRP areas) for reporting purposes. The applicant is required to choose a primary and a secondary category from the dropdown lists which best align with the subject area of the proposed research.

The applicant is then required to complete a brief (250 word maximum) statement justifying that the proposed research is in the STEM areas, and justifying that the proposed research is oriented basic or applied research which promotes or assists the development and competiveness of industry, enterprise and employment in Ireland. This statement will be used to determine the eligibility of the application.

**(ii) Lead Applicant details**

**(a) Lead Applicant CV**

A CV of the lead applicant (up to 5 pages maximum) should be completed and uploaded using the template provided at the end of this document (see Appendix A). Where space allows, please provide a full list of publications, indicating with an asterisk(*) those publications where the applicant was the senior author. In addition, please provide details of invited presentations, awards, patents, and as well as further information on supervisory experience to date clarifying whether this has been as a supervisor in an official role or as a lab-based supervisor.

**(b) Summary information on publication output and supervisory experience to date**

Please provide summary information on the total numbers of publications to date and also provide supervisory experience to date for the lead applicant.

**(iii) Mentor and Collaborator(s) details**

Include name, contact information and other requested details of the proposed mentor, and official collaborator(s), if any. Please indicate the mentor by choosing 'mentor' in the drop-down menu. Please indicate whether collaborators are based in academia, or industry i.e. 'industry collaborator'. Mentor or collaborator CVs are not permitted in the Expression of Interest. See Section 4.1 for further information.

**(iv) Main Body of Expression of Interest**

**(a) Keywords** (max. 15)
These should be descriptors that best characterise the subject of your proposal.

**(b) Research Description** (max. 2 pages)
**Please ensure that adequate detail is provided in relation to what is being proposed clearly describing the specific aims and objectives of the programme and linking with real deliverables. Describe how what is proposed will advance the state-of-the-art. Ensure that information is provided regarding how collaborators (if any) will input on aspects of the proposed research as well as how the research proposed fits with/complements current activity within the host institution/other institutions in the State. It is important to clarify how the proposed research is independent of work ongoing with previous supervisors. Please note that references are to be included within the 2-page limit.**

**(v) View Proposal Prior To Submission**

**A PDF of the Expression of Interest is available in SESAME and should be reviewed prior to submission to enable you to validate your application.** The responsibility lies with the applicant in this regard. Submission is made initially to your local research office for approval, prior to submission by the research office to SFI.

Applicants will receive a notification from SESAME periodically when the status of their proposal changes. Alternatively, if you wish to track the status of your proposal e.g. '*proposal pending Research Office (RO) approval*' or '*under review at SFI*', this information will be displayed in SESAME.

**Step 3: Full Proposal Preparation**

If invited to submit a **full proposal**, applicants should follow the instructions below and in SESAME (see [SESAME researcher user guide](#)) to complete their full proposal application correctly.

Please refer carefully to these instructions. In addition, a checklist is provided at the end of this call document - see Appendix C.

---
**Full proposals that deviate significantly in content from the Expression of Interest will be administratively withdrawn without review.**

---

**Please note that key information in the full proposal will be automatically populated from the Expression of Interest, but <u>can</u> subsequently be edited and should be updated if necessary.**

**(i) Full proposal summary**

The proposal details will be automatically populated from the Expression of Interest. Applicants should check the details, and update them if necessary.

**(ii) Applicant details**

The applicant details will be automatically populated from the Expression of Interest. Applicants should check the details, and update them if necessary.

A CV of the lead applicant (up to 5 pages maximum) as for the EoI application using the template found at the end of this document should be completed and uploaded - see Appendix A.

**(iii) Mentor and Collaborator(s) details**

CVs (max. 2 pages) for mentor and all official collaborators must be uploaded. Please indicate under the 'collaborator type' category whether the collaborator is a mentor, an academic or an industry collaborator. A template is not provided for collaborator CVs. Please note **collaborator(s) details are allowed to change** between the Expression of Interest and full proposal stage of submission. Please update the collaborator details as necessary, adding new collaborators as described in the Expression of Interest preparation section, and uploading their CVs.

**(iv) Main Body of Proposal**

**Scientific abstract** (max. 200 words)
This should be a succinct and accurate summary of the proposed work when separated from the application.

**Lay abstract** (max. 100 words)
This should be a succinct and accurate summary in lay, non-technical language of the proposed work when separated from the application

**Keywords** (max. 15)
Please list the keywords/phrases from the research discipline or sub-discipline that best describe the research proposed in the application.

**Impact Statement** (max. 2 pages)
The statement should be as specific as possible and provide information that external reviewers will find helpful in assessing the potential impact of the proposed research activity. Appropriate milestones and deliverables associated with the potential impact should be indicated. See Section 3 for further details. Where appropriate for the topic of the research, industry collaborations including co-funding in cash or in-kind should be discussed. Letters of support from industry <u>may</u> be included where appropriate (**see Section (ix) below**).

**Development/Management Plan (max. 2 pages)**
Provide a specific proposal for activities that will, over the course of the award, build a firm foundation for career development of the applicant. Outline how the plan relates to the applicant's own career goals and job responsibilities, and to the goals of her/his department/host institution. The plan should be developed in consultation with the mentor, department head and/or equivalent organisational official and should include a description of the mentoring plan for the awardee.

**Research description (max. 15 pages) and References (max. 5 pages)**

Applicants are requested to **provide sufficient detail** for peer reviewers to comment on the quality of the proposed ideas. It should be noted that a lack of appropriate and sufficient detail within the research programme is a recurring issue raised by reviewers.

The following points should be considered when writing the research programme section:

- Describe clearly and concisely the **specific aims and objectives** of the programme. They should be coherent, well-planned and should **be linked with real deliverables**.

- Explain the **background** and **significance** of the problem – does the study address an important research problem? Is it strategically important? What is the current state-of-the-art in the area? Describe and explain how the proposed work, if successful, will advance the state-of-the-art. The background section should reference the state-of-the-art in this research field.

- Are the concepts described **novel**? Ensure that the novelty of the approach is clearly explained, again with reference to the state-of-the-art.

- The **methodology** of the proposed programme should be well developed, and how this proposed methodology advances the current state-of-the-art should be described in detail. Is the proposed scientific approach (including the competencies and activities of the team members) feasible and realistic?

**The application should also include:**

**Appropriate timelines**, **milestones** and **expected outputs** for the proposed research (e.g., Gantt chart), and the **roles of the applicant** and **collaborators** in the work programme need to be clearly described.

Relevant **preliminary data** <u>must</u> be provided. This may take the form of (a) supporting reference(s) from the applicant's previous research or (b) where data has yet to be published, this can be included within the 15-page research description, as evidence that the applicant has a track record in the field of his/her proposed research.

**Appropriate references and citations for the research programme must be provided in a separate uploaded PDF. A 5-page limit is allowed for uploaded references.**

A general presentation on grant-writing tips and common pitfalls can be found through the following link: <u>Grant Writing Tips</u>

### (v) Expired, Current and Pending Support of Applicants

**The lead applicant must report on <u>expired,</u> <u>current</u> and <u>pending</u> funding**.

- The applicant should include details of any financial support pending, or received This should include <u>competitive</u> research funding received from funding agencies (international & national), charities, industry, etc.

- The applicant must include details of any financial support from another body *currently provided*, or *currently being sought*. SFI will <u>not</u> support research programmes currently being funded by another source.

- For each current and pending grant listed, the applicant should provide a brief description of the research. Applicants must also indicate their <u>percentage time commitment to these other projects, as a function of 100% of their total working time</u>.

- For pending grants, please include the expected decision date in the description box.

- For grants for which the applicant is/was contractually responsible (expired or current), the applicant must indicate the funding source, the value of the grant (€), the grant number, and the duration. The grant specific website, where possible, should also be provided in the description box.

- For collaborative expired and current grants where the applicant is not the sole grant-holder, indicate the funding source, whether the applicant is the PI, or co-PI, name the other partners on the grant, state the total value of the grant (€) and the amount of the grant (€) allocated in the applicant's name, state the grant number, and the duration. The grant specific website, where possible, should also be provided.

- If the applicant is solely a collaborator on a collaborative research project, the grant should not be included here.

- The portion of research funding that you claim in your name must be an accurate and a fair reflection of your responsibility in the projects listed and will be verifiable as

such. SFI may conduct audits to verify such claims and reserves the right to reject proposals where the above principle of proportionality is not observed.

---

**Research funding may be added directly to the application or added from the applicant's profile. (See SESAME researcher user guide). If this section is left blank it will indicate that the applicant has NO expired, current or pending funding.**

---

The applicant must complete the textbox detailing potential overlap between current and pending funding and the proposed research in this application. For each current and pending grant listed above, the applicant must <u>clearly indicate any scientific overlap with this application, where relevant.</u>

### (vi) Infrastructure, facilities, services and space to be provided by Research Body (max. 1 page)

Describe the infrastructure, facilities and space to be provided by the Research Body. This should include details of the office, laboratory, computing, animal or other facilities as necessary, where the research will be done, including all of the equipment that will be available, but excluding equipment requested in this application. Indicate what IP/technology transfer services are provided by the Research Body. A letter of support must be included from the applicant's Research Body. (see Section (ix) on letters of support below).

### (vii) Proposed Budget

Please note that the **Budget Table** for completion by the applicant(s) is located at the end of the full proposal application in SESAME.

The costs eligible for grant support by SFI under the PIYRA Programme are those costs which can, uniquely and unambiguously, be identified with the proposed research programme. Applicants must give details of all relevant costs, including staff, equipment, materials and travel. Ensure that the final total provided includes all costs requested from SFI. All awards are made directly to the applicant's research body. Please also refer to the "Science Foundation Ireland: Grants and Awards: Grant Terms & Conditions" and also the SFI grant application budget policy

**See notes for completion in the Sesame Researcher User Guide and within SESAME.**

#### (i) Staff: Salaries and benefits

It is important to note that SFI-funded researchers and their teams are employees of the Research Body. SFI makes a contribution to the overall salary budget for the programme. Please refer to the SFI Grants Team Member Budgeting Scale and note that the 'Cost to Grant' figures in these scales include the 20% employer's pension contribution. Please note that the submission of an application by the host Research Body must only take place once salaries requested have been approved and justified. Contributions to Principal Investigator and team-member salaries, as well as fees and stipends for

postgraduate students (PhDs and MScs by research) may be requested. Salaries for collaborators are *not* permitted.

Do not include the Research Body contribution to salary in the budget table as this represents the request to SFI only. Please include details on the co-funded salary contribution in the budget justification. It is expected that salary requests for the applicant will be aligned with the SFI Research Fellow scale.

SFI will fund a contribution to the salary of a postdoctoral researcher according to the SFI Team Member Budgeting Scale, Level 2. The point on the scale should be determined by qualifications and experience, and the rationale for appointing a named individual at that point should be explained in the budget justification. SFI would expect to see individuals directly post-PhD to be appointed at point 1 of the scale. In the case of requests (justified in the budget justification) for experienced post-doctoral researchers (>8 years post-PhD), SFI will pay a contribution to their salary at the level of Level 2B, Point 4 for the requested duration within the grant.

### (ii) Equipment
Details of all requested equipment necessary for the research programme should be itemised. Small equipment of a value of **less than €2,000** should be included in the materials and consumables section. The exception to this is costs associated with computers/laptops, which must be listed in the equipment section regardless of cost. If funding for computer cluster resources is requested in this application, justification must be given as to why national high performance computing facilities cannot be used for the purposes of the project. For an equipment item in excess of €50,000, the quote number and cost must be included in the budget justification. The documentation supporting this quotation must be fully auditable and available to SFI on request.

For large items of infrastructure requested as part of the current application, applicants may also submit an associated access charge plan which will be reviewed by SFI, should funding be awarded for the infrastructure requested. Please contact SFI prior to submission of an access charge plan to obtain the relevant template and guidelines. Plans may be submitted **by email** to PIYRA@sfi.ie (and not via SESAME), and should be referred to accordingly in the budget justification.

### (iii) Materials and Consumables
Details of all materials and consumables that will be used in the course of the research programme should be provided.

Access charges may be sought for use of infrastructure where SFI pre-approved access charge plans are in place. Note that these may include, with SFI approval, access to facilities and services not available to the applicant, such as the costs associated with accessing international databases or commissioning specific experiments in national facilities (e.g. Tyndall NAP, CRANN etc.). These may also include, for example, access charges for use of infrastructure approved under the SFI Research Infrastructure Call 2012 or the SFI Research Centres 2012 Call, where pre-approved access charge plans are now in place.

Access charge requests must be included as a separate line item in the budget and, where relevant, must include the grant code and name of the relevant

infrastructure to be used. A rationale for the amount of use proposed must be provided in the budget justification.

In addition, where access charge plans are submitted for infrastructure requested as part of the *current* application, indicative associated access charges may be included.

### (iv) Travel

Only travel costs for journeys directly related to the progress of the research programme may be requested as a direct cost on the research grant. The applicant should detail travel expenses directly related to conferences, scientific collaboration on the research programme, or learning special research techniques, and should indicate the number of team members participating in each event. Where possible, please supply the conference name and location. In the case of working visits, the rates sought for subsistence and other allowances may be no more than those which the Research Body's permanent staff may claim.

### (v) Ineligible Costs

The following costs are *examples* of ineligible costs:
Clinical buyout; contingency or miscellaneous costs, hospitality and entertainment costs; technology transfer or patent costs; workshop organisation; journal subscriptions; relocation expenses.

## (viii) Budget Justification (max. 2 pages)

The applicant should outline the required expertise for each requested team member and justify the team member's role in the research programme. Please include the salary scale (as per SFI Grants Team Member Budgeting Scale) for each team member. <u>Clear and explicit justification is required for any request for an experienced post-doctoral researcher, i.e. one who will be appointed higher than Level 2A, Point 1 of the SFI team member budgeting scales.</u>  In the case of requests (justified in the budget justification) for experienced post-doctoral researchers (>8 years post-PhD), SFI will pay a contribution to their salary at the level of L2B, Point 4 for the requested duration within the grant. To demonstrate to reviewers that appropriate candidates may be available to fill such a role, the applicant may, in the body of the proposal, wish to indicate the identity of potential candidates for this role, where appropriate.

Justification should also be provided for requested equipment, consumables and travel, and the requested duration of funding. Clear indication should be given where funding is apportioned to collaborators (within the Republic of Ireland and within an eligible Research Body *only*). Please note that collaborators outside the Republic of Ireland are not eligible to receive funding through the SFI PIYRA Programme. Only eligible Research Bodies will be entitled to receive direct funding through the award and all funding will be administered through the lead applicant's research body.

If funding is sought for overseas services, this should be clearly justified and the rationale for not carrying out this activity in Ireland must be explained.

**(ix)  Letters of Support**

The following letters of support **<u>must</u>** be included:

- A letter of support from **each official collaborator**, including each industry collaborator.

- A letter of support from the **host Research Body**.

  In recognition of the early career researcher's role as a new member of the academic staff, and to demonstrate the commitment of the Research Body to this partnership, the proposal must include one endorsement letter from the Vice President of Research (or equivalent organisational official) of the nominating Research Body. For information, it is the expectation of SFI that the PIYRA awardee would have moved to a full-time position funded by the host institution by the end of the award.

  The letter should be on headed paper and should:

  a) Confirm the Research Body's support for the SFI PIYRA candidate's career & professional development. In particular, it should outline the measures that will be taken to ensure that the SFI PIYRA candidate is not overburdened with teaching commitments in the early part of their research career and should describe the SFI PIYRA candidate's maximum teaching commitment.
  b) Provide a brief description of the Department's/School's/Institution's research strategy and describe how the SFI PIYRA candidate will be integrated into this strategy
  c) Confirm that a suitable mentor has been identified (with the agreement of the SFI PIYRA candidate) for the duration of the award
  d) Describe the support and capital facilities (both building and equipment) which the department/host institution will provide. This could include, but is not limited to, commitments for instrumentation, laboratory facilities and research support
  e) Confirm that for the duration of the award, a successful SFI PIYRA candidate will be eligible to apply and compete for any and all permanent faculty positions which arise within this institution appropriate to their field of research
  f) Confirm that the Research Body will create a post in the SFI PIYRA candidate's research area not less than two years before the expiration date of the SFI PIYRA.
  g) Confirm that the Research Body will provide a minimum of 50% of the applicant's salary for the full duration of the award.

- A letter of support from the **mentor** confirming that s/he understands the role of mentor as described in the call documentation and is prepared to undertake such a role should the applicant be successful in the SFI PIYRA competition.
- Written confirmation from the appropriate Research Body of the date the PhD degree was awarded to the applicant. This may be a letter on headed paper or a verifiable copy of the degree certificate.
- Letters of support may be included from industrial partners. Industrial partners are not required, but are permitted and, where appropriate for the topic of the research, are encouraged. Additional letters of support may also be included from other

bodies and individuals who will be <u>directly</u> involved in achieving economic or societal impact and are not listed as official 'industry' collaborators. Letters should provide full details of the nature of the collaboration or intended support.

---

**Submission of an application through SESAME serves as the research body's endorsement of the eligibility of the lead applicant as well as approval of the budget requested, the infrastructure to be provided by the Research Body, and furthermore, confirms the validity and accuracy of the details provided in relation to the current, pending and expired grants as detailed in the application.**

---

### (x) Excluded Reviewers

The exclusion of reviewers by PIYRA applicants is not encouraged unless there is a *specific* historical reason for excluding a potential reviewer. In such exceptional cases up to three (3) individuals may be excluded from acting as reviewers for reasons of specific conflict of interest or competition.

### (xi) View Proposal Prior To Submission

**A PDF of the expression of interest is available in SESAME and should be reviewed prior to submission to enable you to validate your application.** The responsibility lies with the applicant in this regard. Submission is made initially to your local research office for approval, prior to submission by the research office to SFI.

Applicants will receive a notification from SESAME periodically when the status of their proposal changes. Alternatively, if you wish to track the status of your proposal e.g. '*proposal pending Research Office (RO) approval*' or '*under review at SFI*', this information will be displayed in SESAME.

### (xii) Research Body Approval

It should be noted that Research Body submission of an application represents their approval of an application and agreement to SFI Terms and Conditions of Research Grants. Submission must only be made by an authorised Research Body representative. In particular, the Research Body is approving:

- Eligibility of the applicants
- That the applicants are, or will be upon receipt of the grant, <u>recognised as</u> employees of the Research Body for the duration of the grant
- That the requested budget including salaries/stipends, equipment, travel and consumables are in line with accepted institutional guidelines
- The availability of infrastructure within the institution as outlined by the applicant in the research proposal
- That the proposed research programme has not been funded by other sources
- That relevant ethical approval has been sought and should be granted prior to the award commencing

- That the relevant licences will be in place at the time of award
- That the details provided in relation to research funding history i.e., current, pending or expired grants, as detailed in the application, are valid and accurate

### (xiii) Applicant Agreement To Terms And Conditions

It should be noted that submission of an application represents your agreement as the applicant to SFI Terms and Conditions of Research Grants.

## 4.6 Proposal Review Procedure and Criteria

The submission of an application to SFI shall be construed as consent by the applicant to participate in the peer review process. SFI reserves the right to refuse to grant permission to a candidate to submit a proposal to the SFI PIYRA Programme if it deems the applicant to be ineligible or uncompetitive. Full proposals received without prior written approval will be returned without review.

### (a) Expressions of Interest

The final decision rests with the SFI Executive Committee. Requests will be assessed based on the track record of the applicant, the quality and significance of the proposed research and the quality of other requests received by SFI.

### (b) Postal Review

In accordance with the international peer review process used to evaluate proposals submitted to SFI, all *eligible* proposals will be forwarded to international experts for evaluation. SFI reserves the right to return applications without review where the applicant does not meet the eligibility criteria (or where the research programme does not fit with the remit of the Foundation). SFI Scientific Programme Managers will solicit reviews of proposals from at least three (3) peers with expertise in the substantive area of the proposed research. The applicant may specify **up to** three referees who should **not** act as reviewers for his or her application due to the competitive and confidential nature of the research programme. SFI shall not refer the application to any of these three reviewers. Otherwise, selection of reviewers shall be at the sole and exclusive discretion of SFI.

Reviews received from peers will be collated and forwarded to applicants. Applicants will then be afforded the opportunity to submit a response (equivalent to 2 pages including references) to reviewers' comments. Applicants will be given a defined period of time in which to respond (*advance notice of dates and guidelines relating to the response will be indicated to applicants*). This response document will be considered by SFI alongside the proposal and postal reviews in making a funding decision. *The final funding decision is at the sole and exclusive discretion of SFI.*

---

*The following review criteria will be applied:*

- Quality, significance, and relevance of the recent research record of the proposed investigator
- Quality, significance, and relevance of the proposed research, including the potential to advance knowledge and understanding within its own field or across different fields.
- Quality, significance, and relevance of the proposed research and its potential to demonstrate economic and societal impact in Ireland

---

The identity of experts who conduct the postal review shall remain confidential and shall not be disclosed to the applicant. SFI shall not be liable for the release of information concerning proposals to third parties by those international scientists involved in the merit review process.

SFI reserves the right to modify the review process. Applicants will be notified of any relevant modification to the review procedure.

## 5    Research Integrity

SFI places high importance on ensuring research integrity and endorses the European Code of Conduct for Research Integrity.

SFI, along with members of a working group comprising representatives from both Irish funding agencies and RPOs, has recently endorsed and ratified a *Policy Statement on Ensuring Research Integrity in Ireland*, which follows detailed consultation with numerous interested parties across the Irish system. SFI's approval will be seen as a joint step towards ensuring the enhancement of research integrity in Ireland. This policy statement will be launched shortly and will likely be adopted by the Agency during the tenure of these grants.

All applicants and institutions are expected to abide by the European Code of Conduct for Research Integrity (and the Irish policy statement, once finalised). SFI plans to audit compliance by applicants and institutions with the principles laid down in these guidelines that are relevant to the agency's activities and their awards.

## 6    Ethical Issues

Research supported by SFI must respect fundamental ethical principles.

Furthermore, in line with a current directive from its parent government department, research funded by SFI must not comprise any component of the following:

- Research intended 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
- Research using human embryonic stem cells or tissues

Applicants must ensure that the proposed research respects all national rules and procedures. It is the responsibility of the applicant to identify if their proposed research requires ethical approval. Where ethical approval is required, applicants must inform SFI (PIYRA@sfi.ie) and may be requested to provide further detail. Ethical approval must be obtained from the relevant national or local ethics committee prior to the start of the project.

## 7    Non-Compliance

Full Proposals will only be accepted through the SESAME Award Management System. Proposals not in compliance with any details specified in this document or in the SFI Terms and Conditions of Research Grants will not be eligible for a grant and will be **returned without review**.

**8. Confidentiality**

Science Foundation Ireland takes all reasonable steps to ensure that information provided in the application is treated as confidential subject to submission to the members of its committees and merit review, and to any obligations under law.

**9. Progress Reporting Requirements**

SFI has stringent requirements for the reporting on awards that it makes. Individuals who hold the primary responsibility for reporting and who fail to comply with reporting requirements, run the risk of having their grant payments suspended and their eligibility to apply for funding in forthcoming SFI calls affected.

The SFI Grants and Awards Management System, SESAME, is the primary conduit for annual reporting. PIYRA 2014 awardees will be requested to submit their annual report by 31st January every year to report on activity during the previous calendar year (January – December). The Standard report template which is available on SESAME must be used. An additional "final" report must be submitted (also using the Standard Report template) within 3 months of the expiration date of the award. In addition to the annual report, awardees are also obliged to keep their SESAME Researcher Profile updated as the SFI annual census data is drawn directly from the data entered into the Profile. Webinars describing the features of the Researcher Profile and the Standard Report template are available on the [SFI website](). The Standard Report template is available [here]().

Progress against the objectives set out in the PIYRA Programme 2013 call for proposals will be evaluated using information captured in annual reports, from the RP and progress site reviews. Each of these objectives, with expected outputs, is discussed in turn below:

- *To identify the most promising of a new generation of top-tier cutting edge researchers in fields that are critical to Ireland's economic and social prosperity*

In their annual report, awardees will be asked to describe the impact their research is making to the Irish economy and society (a number of impact fields will be presented) and to report on impact-related metrics such as invention disclosures, patents and spin-out companies that are linked to their research activities. It is expected that given their calibre, PIYRA awardees will make significant contributions in these areas, either directly as a product of their SFI-funded research or through successful collaborations. It is also anticipated that their successes will lead to additional funding being obtained during the period of their award (also captured against the next objective), which will be captured directly in their annual reports.

- *To offer funding opportunities that will help Irish research bodies attract top-tier young researchers to Ireland*

Success against this objective will be reflected by the productivity and success of the young researchers funded by SFI. In their annual report, awardees will be asked to report on scientific progress, outlining key research highlights and with specific reference to all refereed journal and conference publications which are directly supported by their PIYRA award. It is expected that the calibre of PIYRA awardees will bode well for successes in these areas. It should be noted that support through the award must be acknowledged in all publications as "This work was supported by a

research grant from Science Foundation Ireland (SFI) under its PIYRA Programme grant number "14 YI ####". If the research is also funded by other bodies, for example as a result of future successful grant applications to Horizon 2020, the relevant publication  should state in its acknowledgements section "This work was supported in part by a research grant from Science Foundation Ireland (SFI) under its PIYRA Programme , grant number "14 YI ####".

- *With the support of the host research body, including an identified mentor, to assist the awardee to build an internationally respected research activity*

In addition to encouraging excellence as demonstrated by a range of outputs as described above, PIYRA awards are intended to support the development of researchers who will earn recognition and respect for their work at an international level. In their annual report, awardees are asked to report on international collaborations linked to the award, both academic and industrial. Additionally, PIYRA awardees will be expected to have the support from their host research body in facilitating their (successful) bidding for funding in international funding programmes such as ERC and Horizon 2020.

- *To fund a period of intensive research to enhance the candidates' research programmes / projects and further encourage and promote Ireland's participation in the international research community*

The PIYRA Programme is designed to enable an early-stage researcher of significant potential to establish a productive research group and to facilitate cutting edge quality research of international repute. PIYRA awardees will demonstrate success against this objective by reporting the level of publications, attendance at international conferences, participation in both Irish and international collaborative research and any commercial outputs they might have.

- *To foster and support collaborations with academic and industry partners*

One of the key measures of a successful research group is the level of productive collaboration.  In their annual report, PIYRA awardees will be asked to report on all active academic and industrial collaborations during the reporting period.

SFI will evaluate the contribution of the PIYRA awards to a number of relevant Key Performance Indicators (KPIs) set out in SFI's Agenda 2020. Many of these KPIs overlap with the overarching objectives of the PIYRA Programme (as outlined above).

For example, SFI funding has produced high quality, high impact publications which have resulted in Ireland rising to the top 20 in international bibliometric rankings of repute. SFI's Agenda 2020 sets a target for Ireland to remain in these top rankings. It is expected that the excellence of the PIYRA researcher will be reflected in the delivery of publications in top tier journals, thereby contributing to this target:

- *Ireland's place in international bibliometric rankings of repute should remain inside the top 20 over the period to 2020*

A key purpose of the PIYRA Programme is to support and enable excellent early career stage researcher to establish themselves as independent investigators. Hence, it is expected that recipients of these awards will contribute towards the following KPI:

- *A 50% increase in the level of early career stage researcher support 2015, sustained thereafter to 2020*

Other Agenda 2020 KPIs which are relevant to the PIYRA programme are listed below:

- *The number of European Research Council grants secured by SFI researchers will exceed Ireland's juste retour level of 1.06% by 2016*

- *The research income secured by SFI researchers from international funding entities such as the EU will double the average figure secured between 2008-2011, to €120m by 2020*

## 10. Progress Site Reviews

Each recipient of an SFI President of Ireland Young Research Award will be subject to progress review assessment in the form of a site review performed by international peer reviewers during the period of the award. The outcome of such a review will be taken into consideration in the assessment of future applications to the Foundation. As stated in the Terms and Conditions of Research Grants, the Foundation reserves the right to terminate an award if, in the opinion of the Foundation, progress is not deemed to be satisfactory.

## 11. Intellectual Property Management

Practices adopted should be in accordance with national guidelines, particularly the recently released Putting public research to work for Ireland document. Refer to the SFI IP management guidelines webpage for further details.

## 12. FAQs:

Click here to view FAQs (Link)

For all additional queries please contact PIYRA@sfi.ie

**Appendix A: Applicant CV Template**

To be used for full proposal applications to the SFI PIYRA Call

<u>*5 PAGES MAX:*</u>
*Section 1 (max. 2 pages) + Section 2 (max. 3 pages)*

**SECTION 1 – Required Details (up to 2 pages maximum)**

**NAME AND CONTACT DETAILS**

**CAREER PROFILE (Education and Employment)**

**HISTORY OF MENTORING AND SUPERVISION**

*Please include numbers of current and completed MSc and PhD students, <u>directly under your supervision</u>, as well as details of previous and current post-doctoral staff.*

**INNOVATION/COMMERCIALISATION ACTIVITY (e.g., relevant industry collaborations, invention disclosures, patents, spin-outs)**

*Please distinguish between patents applied and under review versus patents granted*

**OTHER INFORMATION AS APPROPRIATE**

*Please include details of key achievements including measures of esteem, invited presentations, principal scientific activities and responsibilities, as well as a statement demonstrating the applicant's accomplishments to date.*

**SECTION 2 – Publication Listing (up to 3 pages maximum)**

**FULL LIST OF PUBLICATIONS (or up to maximum space allowed)**

**Please fill in the table including the total number of publications and categorize that number according to the additional categories below.**

| Total Publications | Senior author publications | | | | |
|---|---|---|---|---|---|
| # | # | | | | |
| Journal Articles | Reviews | Book Chapters | Books | ¥Conference associated publications | Other |
| # | # | # | # | # | # |

¥ classified into peer reviewed conference papers and edited conference proceedings where appropriate as per discipline

Please **highlight below with an asterisk** each of your <u>senior author publications.</u>
Please underline the name of the PI on each publication listed.

**Appendix B: PIYRA Programme Expression of Interest Checklist**

| SECTION | DESCRIPTION | REQUIREMENTS |
|---|---|---|
| *Eligibility Questionnaire* | Confirm eligibility | Complete questions |
| *Proposal Summary* | Title | Up to 30 words. |
| | NRP Area | Chose at least 1 if applicable, or select '*not applicable*' otherwise |
| | Research categorisation areas | Choose 2 |
| | Justification for SFI legal remit | Max. 250 words |
| *Lead Applicant details* | CV | Max. 5 pages |
| | Summary info – publication/ supervisory | |
| *Mentor and Collaborator(s) details* | Name/Contact details etc. | |
| *Main Body of Pre-Proposal* | Keywords | Max. 15 words |
| | Description of the Proposed Research | Max. 2 pages |

**Viewing the PDF of your application prior to submission allows you to verify content**

**There is no system validation on multiple upload file fields as the number of documents required may vary for each application.**

**It is the responsibility of the lead applicant to ensure that all documentation is included and that page lengths are not exceeded.**

## Appendix C: PIYRA Programme Full Proposal Checklist

| SECTION | DESCRIPTION | REQUIREMENTS |
|---------|-------------|--------------|
| *Proposal Summary* | Title | Up to 30 words. |
| | Total funding requested | Budget is indicative |
| | Duration | 36, 48 or 60 months |
| | NRP Area | Chose at least 1 if applicable, or select '*not applicable*' otherwise |
| | Research categorisation areas | Choose 2 |
| | Justification of alignment of proposed research with SFI's legal remit | Max. 250 words |
| *Lead Applicant details* | Percentage time commitment | |
| | CV – use template provided | Max. 5 pages |
| | Summary info – publication/ supervisory | |
| *Collaborator(s) details* | Name/Contact details etc. | |
| | CV for **each** official collaborator | Max. 2 pages |
| | Letter of support for **each** official collaborator | |
| *Main Body of Full Proposal* | Keywords | Max. 15 |
| | Scientific abstract | Max. 200 words |
| | Lay abstract | Max. 100 words |
| | Impact statement | Max. 2 pages |
| | Development/Management Plan | Max. 2 pages |
| | Research description | Max. 15 pages |
| | References | Max. 5 pages |
| *Expired, Current or Pending Support of Applicants* | Expired, Current & Pending Funding | |
| | Indicate overlap of proposed research with current and pending proposals | Max. 600 words |
| *Infrastructure* | Infrastructure, facilities, services and space provided by HEI | Max. 1 page |
| *Proposed Budget* | Details of all relevant costs | Budget Table |
| *Budget Justification* | Outline the justification for the requested costs | Max. 2 pages |
| *Letters of Support* | Official collaborators, including industry | |
| | Host Research Body of the lead applicant | |
| | Mentor | |
| *Excluded Reviewers* | Up to 3 individuals may be excluded | |

---

**Viewing the PDF of your application prior to submission allows you to verify content**

**There is no system validation on multiple upload file fields as the number of documents required may vary for each application.**

**It is the responsibility of the lead applicant to ensure that all documentation is included and that page lengths are not exceeded.**