



Ollscoil na hÉireann
National University of Ireland

Regulations for NUI Grant Scheme for Early Career Academics 2022

The National University of Ireland is pleased to invite applications for the NUI Grant Scheme for Early Career Academics 2022.

General Regulations of the Grant Scheme

1. Objectives of the Grant Scheme

- 1.1. The Grants are intended to support scholars at the early stage of their career, who are based in a NUI constituent university, linked college, or recognised college¹.
- 1.2. Grants are intended to facilitate scholars to create, lead and manage the organisation of an international conference or symposium, developing academic connections and networks, both national and international.
- 1.3. The conference/symposium can be an in-person or virtual event, or a combination of both. The event can be held in an NUI member institution (constituent university, linked college, or recognised college), or in the NUI building on Merrion Square in Dublin (with use of NUI facilities included).
- 1.4. A report of max. 1,000 words must be submitted to NUI no later than two months following completion of the event.
- 1.5. Grant recipients will be required to complete their conference/symposium no later than **31 December 2022**.

2. Value of the Grants

- 2.1. The total value of the NUI Grant Scheme for Early Career Academics 2022 is capped at €40,000.
- 2.2. The value of the individual Grants ranges from a minimum of €2,000 to a maximum of €5,000. The application process requires the presentation of a detailed budget.
- 2.3. The Grant is paid directly to the candidate's chosen NUI institution on receipt of an invoice from the School/Department/Centre/Institute that is supporting the conference/symposium, providing the relevant (research/departmental) cost-centre details.

¹ A full list of NUI institutions is available at: www.nui.ie/elections/docs/institutions.pdf

3. Eligibility

- 3.1. To be eligible to apply, candidates must be holders of a doctoral degree, awarded no earlier than 1 January 2017².
- 3.2. Applications will be accepted from candidates who have yet to be conferred with their doctoral degree but who can confirm that they have fulfilled all the formal requirements for the awarding of the doctoral degree by the closing date for the competition, i.e. **Friday, 7 January 2022**.
- 3.3. Candidates must have a current affiliation³ with a School/Department or Academic/Research Centre or Institute in a member institution of the NUI federation, so that funds can be transferred to a named, designated School/Department/Centre/Institute cost-centre.
- 3.4. Scholars in all disciplines, including multidisciplinary and interdisciplinary research areas, are welcome to apply.
- 3.5. Candidates may submit joint applications. For joint applications, both candidates must meet the eligibility criteria. The candidates must jointly submit one copy of the Grant Proposal and Abstract of Proposal, and individual copies of the other documents listed in Section 4 below.
- 3.6. Full-time, permanent members of staff of the NUI constituent universities, other NUI member institutions, or other higher education institutions are not eligible to apply.
- 3.7. Candidates who applied previously for the NUI Grant Scheme for Early Career Academics but were unsuccessful may reapply. Previous recipients of a Grant awarded under Stream 1 are eligible to reapply. Previous recipients of a Grant awarded under Stream 2 are not eligible to reapply.

4. Application Procedure

Application forms are available to download at www.nui.ie/awards and must be submitted with the following documentation:

- 4.1. **Grant Proposal:** Candidates are required to submit a proposal (between 1,000 – 2,000 words) to include:
 - 4.1.1. Proposed conference/symposium content (aims and objectives, projected outcomes and where possible, provisional programme and format);
 - 4.1.2. List of potential or confirmed speakers;
 - 4.1.3. Timeline and proposed location (virtual event/NUI building/NUI member institution) of conference/symposium;
 - 4.1.4. Proposed budget;
 - 4.1.5. The rationale for the organisation of this conference/symposium at this stage in the candidate's academic career, to include details of:
 - 4.1.5.1. The research background as it relates to the application.

² An extension to the five year period following the awarding of the doctoral degree will be considered on the basis of eligible post-PhD career breaks. Career breaks include maternity leave, paternity leave, adoption leave, parental leave, prolonged sick leave and carer's leave. Documentary evidence must be submitted to support the claim and only career breaks of up to 5 years will be considered.

³ This includes scholars employed on post-doctoral fellowships and scholars employed on temporary lecturing contracts of up to and including, but not exceeding, three years duration at the time of application.

4.1.5.2. Why and how the event will positively contribute to the scholar's academic or academic-related career plans.

4.2. Abstract of Proposal: Candidates are required to submit a short abstract of the Grant Proposal (max. 200 words) which must be understandable to a non-specialist academic assessor.

4.3. Letter of Support

4.3.1. A letter from the Head/Director of the School/Department/Centre/Institute concerned that will host/support the conference/symposium must be submitted. This should indicate support for the application and confirm that local support will be provided to the scholar, should the application be successful.

4.3.2. If the candidate proposes to hold their conference/symposium in NUI, a letter from the Head/Director of the School/Department/Centre/Institute concerned will also be required to confirm support for the proposed event.

4.4. Certified Academic Transcripts: to be submitted for the doctoral degree awarded.

4.5. Curriculum Vitae (CV): to include (i) relevant work experience, (ii) academic and research achievements to date, (iii) previous research grants awarded, (iv) scholarly publications, and (v) other relevant experience.

5. Selection Process

5.1. The NUI Registrar and designated NUI staff will administer the competition.

5.2. A Selection Panel will be appointed by NUI to review and assess the Grant applications.

5.3. Depending on the number of applications received, a shortlisting process may apply.

5.4. Each candidate's application will be assessed independently by two panel members, based on a set of criteria, and scored accordingly.

5.5. The Selection Panel will meet to review all applications and the assigned scores, and deliberate to recommend a set of applications for funding. The overall cap on funding will be €40,000.

5.6. The Selection Panel will finalise its recommendations to the NUI Registrar. All candidates will be informed of the decision of the Registrar, in writing.

5.7. NUI has an Appeals Process in place to guarantee that the University has acted fairly and reasonably and followed the appropriate steps in its selection process. Further details can be requested by emailing awards@nui.ie.

6. Lodgement of Documents

6.1. All applications and associated documentation must be submitted by email to awards@nui.ie. The email should state the NUI award being applied for, i.e. NUI Grant Scheme for Early Career Academics.

6.2. The closing date for receipt of applications is **Friday, 7 January 2022**.

6.3. Candidates should ensure the electronic documents included in their application (listed in Section 4 above) are:

6.3.1. saved as separate files

6.3.2. compressed into a zip file (max. size 20 MB)

7. Acknowledgement of NUI Support

Grant recipients must acknowledge receipt of NUI support in all publicity relating to the research undertaken. The publicity may include but is not restricted to the following: letterheads, office signs, media appearances, press releases, public lectures, interviews, conferences, publications, monographs, print materials, social media and online materials including e-mail signatures, television and radio advertisements, websites, film, and video/audio recordings associated with or arising from the research undertaken. Where possible, NUI's logo should be included in any such acknowledgement.

8. Terms and Conditions of Grants

- 8.1. Grant monies will be transferred directly to a named cost-centre in the NUI institution where planned activities will take place.
- 8.2. Grant recipients will be required to complete their conference/symposium no later than **31 December 2022** and submit a report to NUI within two months following the completion of the event.
- 8.3. Grant recipients unable to complete their planned activities by the deadline must notify the NUI Registrar, in writing to awards@nui.ie by **30 September 2022**. NUI reserves the right to retract a reasonable portion of allocated grant monies in such cases.

9. Equality, Diversity and Inclusion

NUI is committed to upholding and implementing the principles of equality, diversity and inclusion in all its activities.

NUI's annual programme of scholarships, fellowships, prizes and grants seeks to recognise, reward and support academic and wider scholarly achievements. We welcome applications from all students and scholars who meet the academic eligibility criteria for each competition. We particularly welcome applications from eligible students and scholars in groups that are under-represented in Irish Higher Education, noting the following protected characteristics: gender, civil status, family status, sexual orientation, disability, religion, age, race and membership of the Traveller Community and socio-economic status.

We commit to implementing fair and equitable processes and procedures for all applicants and to providing reasonable accommodations, for example during Interview processes, where necessary for individuals.

NUI will always seek to secure the most relevant academic (disciplinary) expertise for our Selection Panels for NUI Awards. NUI will carefully consider the composition of panels, mindful of the diversity of our member institutions, across the wider Irish Higher Education sector and further afield.

10. Data Protection

The National University of Ireland is committed to a policy of protecting the rights and privacy of individuals in accordance with the Data Protection Act 1988, the Data Protection (Amendment) Act 2003 and the European General Data Protection Regulation (as per the Data Protection Act, 2018). Personal data supplied by candidates as part of the application process will be shared with a specified number of Selection Panel members. Personal data is retained by NUI for a maximum period of five years for successful candidates and three years for unsuccessful candidates. Further information is available in NUI's Data Protection policy, accessible at: http://www.nui.ie/about/pdf/data_protection/NUI_Data_Protection_Policy.pdf