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**US-Ireland R&D Partnership Programme**

**Call in Agriculture 2019**

**For Submission of Tri-Partite Proposals to the**

**National Institute of Food and Agriculture**

**Under the**

**Agriculture and Food Research Initiative Foundation Programme**

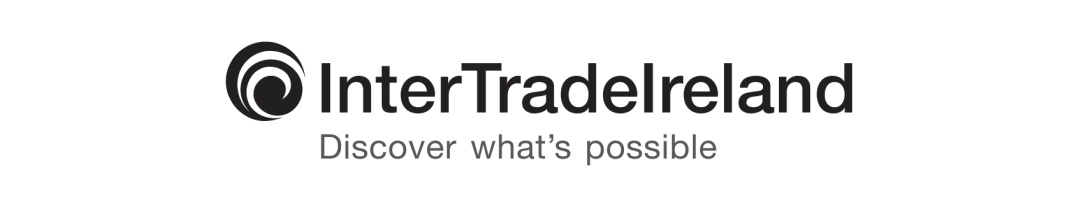
*Version 1. 09/05/19*

Initial Tri-Partite Proposal **Submission DEADLINE** to DAERA/DAFM**– 4 weeks** in advance of NIFA’s AFRI deadline

All responses to this Call for Submission of Proposals will be treated in confidence and no information contained therein will be communicated to any third party without the written permission of the applicant except insofar as is specifically required for the consideration and evaluation of the proposal or for the monitoring and evaluation of project and programme outcomes, or as may be required under law, including the Freedom of Information Act 2014, and in accordance with the conditions of that Act .

DAERA/DAFM will not permit any unwarranted breach of confidentiality or act in contravention of its obligations under GDPR May 2018.

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# 1. BACKGROUND AND OBJECTIVES

The US-Ireland Research and Development Partnership, launched in July 2006, is an innovative and pioneering initiative involving funding agencies across three jurisdictions: United States of America, Republic of Ireland and Northern Ireland.

The overall goal of the Partnership is to increase the level of collaborative Research and Development (R&D) amongst researchers and industry professionals across the three jurisdictions.

The Partnership achieves its goals through tri-partite research projects in which the funding agencies grant-aid the elements of research undertaken in their own jurisdiction. Importantly, the Partnership must add significant value to each research programme above what is achievable by the Principal Investigator (PI) in each jurisdiction working alone, supported only by national funding.

The scope of the Partnership heretofore covered the following six thematic areas:

* + Sensors & Sensor Networks
  + Nanoscale Science & Engineering
  + Telecommunications
  + Energy & Sustainability
  + Health
  + Agriculture

This Call document outlines the objectives, eligibility, funding available, review process and application procedures for submission of a US-Ireland R&D Partnership proposal in the **Agriculture and Food** Theme to the US’s Agriculture and Food Research Initiative (AFRI) Competitive Grant Programme which is run by the National Institute for Food and Agriculture.

# 2. PARTNER AGENCIES

The Partner agencies are the bodies in each jurisdiction that have agreed to provide research funding in the Agriculture thematic research area. The relevant partner agencies are:

* In the United States (US), the [National Institute of Food and Agriculture](http://nifa.usda.gov/) (NIFA), within the US Department of Agriculture
* In the Republic of Ireland (RoI), the [Department of Agriculture, Food and the Marine](http://www.agriculture.gov.ie/) (DAFM)
* In Northern Ireland (NI), the [Department of Agriculture, Environment and Rural Affairs](https://www.daera-ni.gov.uk/) (DAERA)
* [Intertrade Ireland](http://www.intertradeireland.com/) (ITI) provides support to and facilitates arrangements between the Partners

# 3. ABOUT AFRI

The [Agricultural and Food Research Initiative](http://nifa.usda.gov/program/agriculture-and-food-research-initiative-afri) (AFRI) is one of NIFA’s major competitive grant programs through which it addresses critical societal issues. AFRI, in general, provides funding for fundamental and applied research, education and extension projects in food and agricultural sciences.

AFRI’s competitive grant programme issues regular Requests For Applications (RFA’s) and it is under the 2019 AFRI Foundation Programme that US-Ireland tripartite applicants have an opportunity to compete for awards, but limited only to the scope of the six stated programme area priorities set out in this document.

# 4. RESEARCH AREAS SUPPORTED

The following Programme Area Priorities (PAP) will be supported under the US-Ireland R&D Partnership in the [AFRI 2019 Foundation Competitive Grant Programme Requests for Applications](https://nifa.usda.gov/funding-opportunity/agriculture-and-food-research-initiative-foundational-applied-science-program) are:

* A1112 - Pests and Beneficial Species in Agricultural Production Systems [PART I - C.1.c in 2019 AFRI Foundation Programme RFA]
* A1231 - Animal Nutrition, Growth, and Lactation [PART I - C.2.b in 2019 AFRI Foundation Programme RFA]
* A1251 - Welfare and Well-being of Agricultural Animals [PART I - C.2.c in 2019 AFRI Foundation Programme RFA]
* A1221 - Diseases of Agricultural Animals [PART I - C.2.d in 2019 AFRI Foundation Programme RFA]
* A1201 - Animal Breeding and Functional Annotation of Genomes - Animal Breeding, Genetics and Genomics [PART I - C.2.e in 2019 AFRI Foundation Programme RFA]
* A1366 - Mitigating Antimicrobial Resistance Across the Food Chain [PART I - C.3.e in 2019 AFRI Foundation Programme RFA]

The direct AFRI 2019 RFA references to the specific text relating to the six stated pilot areas are highlighted in square brackets

**NOTE: Neither DAFM or DAERA will support applications for conference grants under any of the supported Programme Area Priorities of the 2019 NIFA RFA**

Further details on other eligibility criteria are set out in section 7.

# 5. APPLICATION PROCESS

The applicant PIs from each jurisdiction must co-author a joint “tri-partite” proposal in the format required by NIFA. Applicants are encouraged to demonstrate a unified collaborative approach to a research project that addresses the shared priorities of NIFA, DAERA and DAFM, thus scientists from each country are encouraged to carry out activities in a coordinated and mutually beneficial manner.

1. **Consult with National Contact Person**

It is highly recommended that prospective PIs in RoI and NI contact the relevant contact person in DAFM and DAERA respectively at the earliest opportunity to raise awareness of their intention to develop a proposal and ensure that they understand fully the procedures to be followed.

* RoI contact person contact is Eoin Riordan/Aidan Holohan, DAFM. Email: [eoin.riordan@agriculture.gov.ie](mailto:eoin.riordan@agriculture.gov.ie) Phone +353(0)160712847/Phone +353(0)1 6072426 DAFM. Email: [aidan.holohan@agriculture.gov.ie](mailto:aidan.holohan@agriculture.gov.ie)
* NI applicants, please contactGabrielle Sharkey, DAERA. Email: [Gabrielle.sharkey@daera-ni.gov.uk](mailto:Gabrielle.sharkey@daera-ni.gov.uk) Phone 028 77 442211.

1. **Initial Application**

An application must be submitted to DAFM and DAERA at least 4 weeks in advance of the stated AFRI submission deadline for the respective research programme area priorities. The purpose of this step is to enable the funding agencies to ensure that stated administrative requirements are met, including funding levels, as well as checking for strategic alignment within each jurisdiction. Further details on these criteria are set out in section 7. The applicable DAFM/DAERA deadline dates that must be adhered to by applicants are shown in column 2 of the table below alongside the corresponding AFRI deadline.

**Latest Dates for Submitting Applications under the US-Ireland R&D Partnership Call in Agriculture 2019**

|  |  |  |
| --- | --- | --- |
| **Programme Area Priority in AFRI 2019 RFA** | **DAFM/DAERA Deadline by 17.00 h (IST)** | **AFRI Deadline** |
| Pests and Beneficial Species in Agricultural Production Systems | 11/06/19 | 09/07/19 |
| Animal Nutrition,Growth, and Lactation | 13/06/19 | 11/07/19 |
| Welfare and Well-being of Agricultural Animals | 13/06/19 | 11/07/19 |
| Diseases of Agricultural Animals | 13/06/19 | 11/07/19 |
| Animal Breeding and Functional Annotation of Genomes | 13/06/19 | 11/07/19 |
| Mitigating Antimicrobial Resistance Across the Food Chain | 27/06/19 | 25/07/19 |

1. **NIFA Submission**

It is the responsibility of the US PI to submit the tri-partite proposal to NIFA using the required [Grants.gov](http://www.grants.gov/web/grants/home.html) online portal and according to the required format by the stated submission deadline for the respective research priority area. See section 11 for more details.

1. **NIFA Evaluation**

The tripartite proposals shall be evaluated alongside all other applications to the selected AFRI programme area, and in accordance with the standard NIFA application review criteria, encompassing scientific merit and broader impacts of the proposed effort.

# 6. ELIGIBILITY OF RESEARCH BODY*[[1]](#footnote-1)*

The Research Body is the body in charge of the financial and administrative co-ordination of the research project receiving a research grant from DAFM or DAERA. Host Research Bodies must be situated in the Republic of Ireland or Northern Ireland.

Eligible Research Bodies in Northern Ireland are the Agri-food and Biosciences Institute, (AFBI), Queen’s University Belfast (QUB) and the Ulster University (UU).

Eligible Research Bodies in Republic of Ireland are those institutions which fall within the meaning of Section One of the HEA Act, 1971 (e.g. Universities & Institutes of Technology), plus Teagasc, the Marine Institute, Irish Cattle Breeding Federation and Birdwatch Ireland.

# 7. ELIGIBILITY CRITERIA

The US-Ireland R&D Partnership proposal must add significant value for each jurisdiction, so that the overall programme of research goes beyond what might be achieved by any one PI working alone supported by national funding only.

In order to be eligible for DAFM and DAERA funding the draft proposal must meet the following criteria:

* The correct pre-approval Application Form and Budget Template (refer to relevant Appendix’s in this document) are fully completely and signed
* The Application Form and Budget Template are successfully submitted by email in advance of the stated deadline in Section 5 (ii) of this document for the relevant programme area priority
* Address one of the stated six programme area priorities;
* Pests and Beneficial Species in Agricultural Production Systems
* Animal Nutrition, Growth, and Lactation
* Welfare and Well-being of Agricultural Animals
* Diseases of Agricultural Animals
* Animal Breeding and Functional Annotation of Genomes
* Mitigating Antimicrobial Resistance Across the Food Chain
* A minimum of one PI based in a Research Body situated in each jurisdiction – US, RoI and NI – must be named on the proposal. The PI in both NI and RoI **must be a permanent member** of the lead institutions staff.
* Grant applications will only be accepted from eligible Research bodies (see section 6 of this document)
* The grant request by Irish RPOs must not exceed the maximum funding per project as set out in in section 8 of this document
* The total grant request for the Research Body/s in each jurisdiction must account for at least 15% of the overall combined grant request from NIFA/DAFM/DAERA
* Avoids duplication of recent research work already undertaken or ongoing within the scope of the six stated programme area priorities.
* RoI applicants must demonstrate:
* Alignment with relevant national policy documents including [Food Wise 2025](https://www.agriculture.gov.ie/media/migration/foodindustrydevelopmenttrademarkets/agri-foodandtheeconomy/foodwise2025/report/FoodWise2025.pdf) and [Innovation 2020](https://www.djei.ie/en/Publications/Innovation-2020.html)
* Close alignment with either the [Sustainable Healthy Agri-Food Research Plan](http://www.agriculture.gov.ie/media/migration/research/whatsnew/SustainableHealthyAgriFoodResearchPlan300315.pdf) (SHARP) or [Forest Research Ireland](http://www.agriculture.gov.ie/media/migration/research/2016/ForestResearchIreland2014180116.pdf) (FORI) – the relevant Strategic Research and Innovation Agendas for the agri-food and forestry sectors.
* NI applicants must demonstrate:
  + Close alignment with DAERA’s Evidence and Innovation Research Needs as set out in the Department’s Evidence and Innovation Strategy (updated for 2015-2017):[www.daera-ni.gov.uk/publications/evidence-and-innovation-strategy-updated-2015-17](http://www.daera-ni.gov.uk/publications/evidence-and-innovation-strategy-updated-2015-17)

**Applications that do not adhere to all of these eligibility criteria will be eliminated by either DAFM and/or DAERA (as appropriate) and in such cases a letter of funding commitment will not be issued by the relevant funder to the applicant. Consortia should be aware that failure of one partner within the consortium to meet the national eligibility criteria will result in the rejection of the entire proposal. Each applicant is therefore strongly recommended to contact his/her national contact person to ensure eligibility.**

DAFM and DAERA each have a separate set of national funding requirements and these are set out in Appendix’s 5 and 6.

# 8. FUNDING

The scope of DAERA and DAFM funding is limited to the eligible Research Bodies situated within their respective jurisdictions. i.e. DAERA will not fund RoI applicants and similarly for DAFM and NI applicants.

DAERA and DAFM have their own specific funding requirements and conditions for researchers in NI and RoI applying to the US-Ireland R&D Partnership programme.

**DAFM**

RoI applicants can apply to DAFM for total costs of up to €350,000 for a project of up to five years in duration – the maximum duration must align with AFRI RFA requirement for the respective programme area. Included in the total costs are an indirect, or overhead, contribution to the host research body, which is reflected as a percentage of the direct costs (excluding equipment). Overheads at a rate of up to 30% of the direct costs of scientific-type research not including equipment and subcontracting costs (25% for desk-based socio-economic/policy type analysis) will be funded.

Other DAFM eligible costs include: Staff (non-permanent only), consumables, equipment and travel and subsistence. DAFM will not meet costs related to new premises, refurbishment or major items of equipment.

Further details on the DAFM funding rules for RoI applicants are set out in Appendix 5.

**DAERA**

NI applicants can apply to DAERA for total costs of up to £250,000 for a project of up to five years in duration

Other DAERA eligible costs include: Staff (non-permanent only), consumables, equipment and travel and subsistence. DAERA will not meet costs related to new premises, refurbishment or major items of equipment

DAERA’s eligible costs are outlined at Appendix 6 along with the ineligible costs which will not be funded.

**INDUSTRY PARTICIPATION**

The involvement of industry is also encouraged on a self-financing basis subject to the need to respect the ‘public good’ nature of the respective national research funding programmes and compliance with respective National Intellectual Property (IP) protocols.

# 9. Submission of APPLICATION TO IrISH FUNDING AGENCIES

In advance of submission of the final tri-partite proposal to NIFA, an initial application should be submitted to DAFM and DAERA who will evaluate and either approve or decline support. Therefore, the application form at Appendix 1 (for RoI applicants) and Appendix 2 (for NI applicants) **must be submitted to the RoI and NI funding agencies *at least* 4 weeks in advance of the stated AFRI submission deadline for the specified Programme Area Priorities. Failure to meet this deadline for either of the funding agencies will lead to disqualification of whole consortia.** Applicant are advised to pay particular attention to the Information Notes included at the end of both Appendix 1 and 2 to help them complete the forms to the required standard.

**Please note that the AFRI grant submission deadline timing is variable between programme priority areas and that it is the applicant’s responsibility to ensure that they are aware of the correct timings and respective deadlines.**

To be deemed eligible for funding, a minimum of one PI based in a Research Body from each jurisdiction – NI, US, and RoI – must be named on the proposal.

**For DAFM -All documents must be converted into a single Adobe pdf document and emailed to** [**research@agriculture.gov.ie**](mailto:research@agriculture.gov.ie) **for RoI applicants** (Note**:** 15 MB is the maximum acceptable incoming combined email and attachments size to DAFM.)

**and**

**For DAERA- All documents must be converted into a word document and emailed to** [**Collaborative.research@daera-ni.gov.uk**](mailto:Collaborative.research@daera-ni.gov.uk) **for NI applicants.**

# 10. APPLICATION Review Process and commUNICATION OF OUTCOME

Assessment of the scientific merit of the tri-partite proposal will be undertaken mainly within the NIFA peer review process.

DAERA and DAFM will communicate the outcome of their national eligibility application process to **applicants at least 2 weeks in advance** of the stated AFRI grant submission deadline for the respective programme area priority. DAERA and DAFM will include a Letter of Support outlining their level of budget commitment subject to NIFA approval of the tri-jurisdictional proposal as part of this communication to the applicant. DAERA and DAFM will share copies of any Letters of Support issued.

**Once eligibility of the proposal has been confirmed by DAERA and DAFM and the draft proposal approved, the NI and RoI PIs are permitted to finalise and submit the tri-partite proposal to NIFA via their US PI.**

# 11. Submission to nifa AND EVALUATION of Final Tri-partite proposal BY NIFA

The US coordinating PI is responsible for submitting the final proposal to NIFA via the Grants.gov online system. The Letters of Support referred to in the previous section **must** be included in the final submission to NIFA. It is the responsibility of the RoI and NI PI to ensure that the US coordinating PI includes the Letters of Support in the final NIFA submission.

**A copy of the final NIFA-submitted proposal along with the NIFA unique application number must be sent to DAERA and DAFM by the research offices in the submitting institutions. Please refer to Section 9 for the relevant e-mail address.**

The tripartite proposals shall be evaluated equally with all other applications to the selected AFRI programme area, and in accordance with the standard NIFA application review criteria, encompassing scientific merit and broader impacts of the proposed effort.

DAFM and DAERA have agreed to accept the decisions of NIFA with regard to the suitability for funding of individual proposals**.** The funding recommendation of NIFA is irrevocable and therefore no redress procedure by applicants is possible.

# 12. aFTER THE FUNDING RECOMMENDATION

The US PI is responsible for informing RoI/NI project partners about the selection result and for synchronising the project date with his/her partners. In the case of a positive funding recommendation, the RoI/NI PI’s must directly contact their national contact person in order to start the grant negotiation and accomplish the remaining steps needed to allow the research project to start.

Applicants must adhere to and comply with the stated DAFM and DAERA terms and conditions that will be applied to the grant award.

# 13. Post-award monitoring and reporting

Republic of Ireland-based applicants receiving funding from DAFM will be required to submit an initial progress report at the six-month stage of the project and then annual written progress reports (detailing both technical and financial progress for the reporting period) for the duration of the award period. An end of project final report will also be required when the project is complete.

Northern Ireland-based applicants receiving funding from DAERA will submit quarterly written reports detailing both technical and financial progress for the reporting period for the duration of the award. A post-completion report will also be required to be submitted to DAERA one month after the end of the project.

# 14. Confidentiality

Applications to the funding agencies will be treated in confidence and no information contained therein will be communicated to any third party without the written permission of the applicant except insofar as is specifically required for the evaluation of the proposal or for the monitoring and evaluation of project and programme outcomes, or as may be required under law, including the Freedom of Information Act 2014, and in accordance with the conditions of that Act. However the application details submitted to any one funding agency may be shared with the other two named funding agencies in section 2 from the applicant. DAFM/DAERA will not permit any unwarranted breach of confidentiality or act in contravention of its obligations under GDPR May 2018.

Applicants should be aware that a list of the funded projects may be published by the funding agencies at the end of the call process (once the successful projects have been selected). Thus applicants should be aware that certain project related information may be published by the funding agencies including title, duration, total costs, grant award, abstract, final report, partner details and PI contact details.

## Appendix 1 – Application Form for US-Ireland r&d pARTNERSHIP CALL in agriculture 2019, RoI applicants

|  |  |  |  |
| --- | --- | --- | --- |
| **State AFRI Programme Priority Area:** | | | |
| **Title of Proposal:** | | | |
| **Acronym:** | | | |
| **Duration** (in months – state start and end date): | | | |
| **Lead PI Details For Each Jurisdiction** (refer to Note 1) | | | |
| **RoI:**  Name:  Title:  Institution Name:  Telephone:  Email: | **NI:**  Name:  Title:  Institution Name:  Telephone:  Email: | | **US:**  Name:  Title:  Institution Name:  Telephone:  Email: |
| **Other RoI Research Body Partner Details (if applicable).** Please Provide Collaborator Name and Institution Name for each additional National Partner in RoI; | | | |
| **Indicative Grant Request** (refer to Note 2) | | | |
| RoI Total Grant Request:  NI Total Grant Request:  US Total Grant Request:  **Dollar Equiv. Total Grant Request[[2]](#footnote-2):** | | €  £  $  $ | |
| **Project Summary/Abstract** (refer to Note 3) | | | |
| **Project Narrative –** including national relevance(refer to Note 4) | | | |
| **Added Value** (refer to Note 5) | | | |
| **Signatures** (refer to Note 6) | | | |
| **RoI Authorised Officer (e.g. VP, Head of Research) within lead Institution:**  Print Name and Title:  Signed:  Date: | | **Lead RoI PI Contact**  Print Name and Title:  Signed:  Date: | |

**Important Notes to DAFM Application Form:**

1. **PI Details.** CVs of each of the PIs involved in the US-Ireland collaboration must be included as separate Annexes to this application form.
2. **Indicative Grant Request.** The RoI Budget Template Document must also be completed to supplement this information. Summary information on the **US and NI** budget details should be provided as separate Annex’s to this application form
3. **Project Summary/Abstract.** This information should align with information required in Field 7 in section ‘Research and Related Other Project Information’ in the application form to be submitted by the US PI to NIFA. For the DAFM application the Project Summary must contain a summary of the proposed activity suitable for dissemination to the public. It should be a self-contained description of the project and should contain a statement of objectives and methods to be employed. It should be informative to other persons working in the same or related fields and, insofar as possible, understandable to a scientifically or technically literate lay reader. The summary should include the relevance of the project to the goals of the Program Area Priorities.
4. **Project Narrative.** This information should align with the more detailed information required in Field 8 in section ‘Research and Related Other Project Information’ in the application form to be submitted by the US PI to NIFA. For the DAFM application the Project Narrative must be structured under the following three heading areas (which align with NIFA requirements) and be no longer than 8 pages.
   * 1. **Introduction**

Include a clear statement of the long-term goal(s) and supporting objectives of the proposed project. Summarize the body of knowledge or past activities that substantiate the need for the proposed project. Describe ongoing or recently completed activities significant to the proposed project including the work of key project personnel. Include preliminary data/information pertinent to the proposed project.

* + 1. **Rationale and Significance**
* Concisely present the rationale behind the proposed project;
* The proposal’s relevance to Irish agriculture should be demonstrated, including alignment with national strategic priorities with specific reference as appropriate (e.g. Priority Area 2.2.1 Plant Production as described in SHARP’s Key Research and Innovation Priority Areas)
* Briefly describe the specific relationship of the project’s objectives to the stated AFRI Program Area Priority.
  + 1. **Approach** – Including
* A brief description of the activities proposed.
* Specific reference to the tasks to be undertaken by partners in each jurisdiction.
* Methods to be used in carrying out the proposed project
* Management & Communication Plan - how the multi-PI team will manage the programme, methods of communication that you expect to use to enable the efficient management and a successful outcome of this partnership project
* Expected outcomes
* How results or products will be used

1. **Added Value.** Added value information is sought (max. 1 page) which should include an outline of how the work proposed for each jurisdiction in the US-Ireland R&D Partnership adds significant value so that the overall programme of research goes beyond what might be achieved by any one PI working alone supported only by national funding. If a Gantt chart or equivalent has not been included in the project narrative section, it should be referred to here and included as an Annex to the application.
2. **Signatures**. Signatures of this Form confirm acceptance and agreement with DAFM grants and awards Terms and Conditions, and that the institution ensures the applicant meets eligibility requirements, and that the project is in full agreement with all legal and regulatory matters governing research in Ireland, and no aspect of this project is already being funded from another source and all details provided are correct
3. **Application Email.** Please notethat themaximum acceptable incoming combined email and attachments size (including Gantt charts, annexes, etc.) receivable by DAFM servers is 15 MB.

## Appendix 2- APPLICATION for US-Ireland r&d PARTNERSHIP CALL IN AGRICULTURE 2019, NI applicants

|  |  |  |  |
| --- | --- | --- | --- |
| **State AFRI Programme Area Priority:** | | | |
| **Title of Proposal:** | | | |
| **Acronym:** | | | |
| **Duration** (in months – state start and end date): | | | |
| **Lead PI Details For Each Jurisdiction** (refer to Note 1) | | | |
| **NI:**  Name:  Title:  Institution Name:  Telephone:  Email: | **ROI:**  Name:  Title:  Institution Name:  Telephone:  Email: | | **US:**  Name:  Title:  Institution Name:  Telephone:  Email: |
| **Indicative Grant Request** (refer to Note 2) | | | |
| NI Total Grant Request:  ROI Total Grant Request:  US Total Grant Request:  **Dollar Equiv. Total Grant Request[[3]](#footnote-3):** | | £  €  $  $ | |
| **Project Summary/Abstract** (refer to Note 3) | | | |
| **Project Narrative –** including national relevance(refer to Note 4) | | | |
| **Added Value** (refer to Note 5) | | | |
| **Signatures** (refer to Note 6) | | | |
| **NI Authorised Officer (e.g. VP, Head of Research) within lead Institution:**  Print Name and Title:  Signed:  Date: | | **Lead NI PI Contact**  Print Name and Title:  Signed:  Date: | |

**Important Notes to DAERA Application Form:**

1. **PI Details.** CVs of each of the PIs involved in the US-Ireland collaboration must be included as separate Annexes to this application form.
2. **Indicative Grant Request.** The NI Budget Template Document must also be completed to supplement this information. Summary information on the **US and RoI** budget details should be provided as separate Annexes to this application form
3. **Project Summary/Abstract.** This information should align with information required in Field 7 in section ‘Research and Related Other Project Information’ in the application form to be submitted by the US PI to NIFA. For the DAERA application the Project Summary must contain a summary of the proposed activity suitable for dissemination to the public. It should be a self-contained description of the project and should contain a statement of objectives and methods to be employed. It should be informative to other persons working in the same or related fields and, insofar as possible, understandable to a scientifically or technically literate lay reader. The summary should include the relevance of the project to the goals of the Program Area Priorities.
4. **Project Narrative.** This information should align with the more detailed information required in Field 8 in section ‘Research and Related Other Project Information’ in the application form to be submitted by the US PI to NIFA. For the DAERA application the Project Narrative must be structured under the following three heading areas (which align with NIFA requirements) and be no longer than 8 pages.
   * 1. **Introduction**

Include a clear statement of the long-term goal(s) and supporting objectives of the proposed project. Summarize the body of knowledge or past activities that substantiate the need for the proposed project. Describe ongoing or recently completed activities significant to the proposed project including the work of key project personnel. Include preliminary data/information pertinent to the proposed project.

* + 1. **Rationale and Significance**
* Concisely present the rationale behind the proposed project;
* Outline the proposal’s alignment with DAERA’s Evidence and Innovation research needs;
* Briefly describe the specific relationship of the project’s objectives to the stated AFRI Programme Area Priority.
  + 1. **Approach** – Including
* A brief description of the activities proposed.
* Specific reference to the tasks to be undertaken by partners in each jurisdiction.
* Methods to be used in carrying out the proposed project
* Management & Communication Plan - how the multi-PI team will manage the programme, methods of communication that you expect to use to enable the efficient management and a successful outcome of this partnership project
* Expected outcomes
* How results or products will be used

1. **Added Value.** Added value information is sought (max. 1 page) which should include an outline of how the work proposed for each jurisdiction in the US-Ireland R&D Partnership adds significant value so that the overall programme of research goes beyond what might be achieved by any one PI working alone supported only by national funding. If a Gantt chart or equivalent has not been included in the project narrative section, it should be referred to here and included as an Annex to the application.
2. **Signatures**. Signatures of this Form confirm acceptance and agreement with DAERA funding rules, and that the institution ensures the applicant meets eligibility requirements and no aspect of this project is already being funded from another source and all details provided are correct

## Appendix 3- Budget Template for US-Ireland r&d pARTNERSHIP CALL IN AGRICULTURE 2019, RoI Applicants

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Total RoI Project Costs by Year** | | | | | | | | Grant Request\* |
| Year | Staff | Consumables | Travel and Subsistence | Equipment | Other Costs | Overheads | Total Cost |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| Sum  Total |  |  |  |  |  |  |  |  |

\* Same as total costs if no contribution from partner institutions or industry

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Total Project Costs by RoI Institution** | | | | | | | | Grant Request\* |
| Year | Staff | Consumables | Travel and Subsistence | Equipment | Other Costs | Overheads | Total Cost |
| Partner 1 (Institute name) |  |  |  |  |  |  |  |  |
| Partner 2 (Institute name) |  |  |  |  |  |  |  |  |
| Partner N (Institute name) |  |  |  |  |  |  |  |  |
| Sum  Total |  |  |  |  |  |  |  |  |

\* Same as total costs if no contribution from partner institutions or industry

**Budget Summary, Justification and Clarifications**

|  |  |
| --- | --- |
| **Total RoI Project Cost** |  |
| **Less:**  **RoI Partner Institutes Contribution** (if applicable)  **RoI Industry Contribution** (if applicable) |  |
| **DAFM Grant Request** |  |
| **Budget Justification and Clarifications** (Max two pages – Please ensure that the budget requested is commensurate with the work proposed and that it is clearly and distinctly justified) | |

**Please Note:** Summary details of the **US and NI budgets** should be provided as separate Annexes to the DAFM application.

## Appendix 4 – Budget Template FOR US-Ireland r&d pARTNERSHIP CALL IN AGRICULTURE 2019, NI Applicants

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Total NI Project Costs by Year** | | | | | | | | |
| Year | Staff | Consumables | Travel and Subsistence | Equipment | Other Costs | Overheads | Total Cost | Grant Request\* |
| 1 |  |  |  |  |  |  |  |  |
| 2 |  |  |  |  |  |  |  |  |
| 3 |  |  |  |  |  |  |  |  |
| 4 |  |  |  |  |  |  |  |  |
| 5 |  |  |  |  |  |  |  |  |
| Sum  Total |  |  |  |  |  |  |  |  |

\* Same as total costs if no contribution from partner institutions or industry

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Total Project Costs by NI Institution** | | | | | | | | |
| Year | Staff | Consumables | Travel and Subsistence | Equipment | Other Costs | Overheads | Total Cost | Grant Request\* |
| Partner 1 (Institute name) |  |  |  |  |  |  |  |  |
| Partner 2 (Institute name) |  |  |  |  |  |  |  |  |
| Partner 3 (Institute name) |  |  |  |  |  |  |  |  |
| Sum  Total |  |  |  |  |  |  |  |  |

\* Same as total costs if no contribution from partner institutions or industry

**Budget Summary, Justification and Clarifications**

|  |  |
| --- | --- |
| **Total NI Project Cost** |  |
| **Less:**  **NI Partner Institutes Contribution** (if applicable)  **NI Industry Contribution** (if applicable) |  |
| **DAERA Grant Request** |  |
| **Budget Justification and Clarifications** (Max two pages) | |

**Please Note:** Summary details of the **US and RoI budgets** should be provided as separate Annexes to the DAERA application.

## Appendix 5 –FUNDING RULES FOR US-Ireland r&d pARTNERSHIP CALL in agriculture 2019, ROI applicants

1. **GRANT DETAILS AND ELIGIBLE COSTS**

Grant-aid is only payable to the Research Performing Organisations (RPOs) that DAFM have deemed eligible as outlined in section 6 of this document. The grant rate may be up to 100% funding for eligible costs. Eligible costs are the costs necessarily incurred in carrying out the research project as described in the project proposal. Costs must fulfil the following conditions:

* Must be specific to the project work undertaken for the delivery of the tasks and milestones of the approved project
* Be incurred during the approved timeframe of the project
* Be recorded in separate financial accounts that will be maintained throughout the duration of the project and reported on as required
* Evidence of all incurred costs must be maintained and available on request for verification and audit trail purposes.

DAFM public funding to Irish RPOs shall not be greater than €350,000 per project.

**Eligible costs will be allowed in the following categories**

1) Staff Costs

2) Consumables

3) Travel & Subsistence

4) Equipment

5) Other agreed costs

6) Overheads

In the case of projects funded under this Call DAFM will consider applications for additional funding for the duration of the statutory period of leave in the case of maternity, adoptive and paternity leave.

(a) Staff Costs

Costs will be allowed for additional staff specifically hired to carry out work on the project including postgraduate students, postdoctoral researchers/contract researchers, research assistants and research technicians. It excludes permanent staff employed by the institutions concerned.

DAFM’s research funding programmes are focused on early stage researchers. DAFM will fund contributions to salaries of staff contracted to work on the project, commencing at the minimum point of the appropriate IUA/relevant pay scale. If there is no scale available then the minimum point of the appropriate IUA scale should be used. Staffing must be commensurate with the scope and nature of the research involved and therefore in exceptional circumstances where it is well justified in the proposal, a more senior researcher can be considered at the minimum point of the appropriate scale and will be taken into account as part of the evaluation process.

DAFM will contribute a maximum of €6,000 towards the annual cost of postgraduate fees for up to four years (this is reduced accordingly where institutions charge reduced fees in final years). In addition DAFM will fund postgraduate student stipends at a flat rate of €18,000 per annum for up to four years~~.~~ Please note that fees and stipends are two separate contributions from DAFM. The stipend *must not* be used to contribute to student fees under any circumstances.

Ordinarily DAFM funded students are registered in Higher Education Institutions (HEIs) that are within the scope of the 1971 Higher Education Authority (HEA) Act. Where there is no appropriate supervisory expertise in a specific discipline available in a HEI that is within the scope of the HEA Act, a student may be registered in a HEI in another jurisdiction provided it is well justified in the proposal.

(b) Equipment

Major items of equipment are not eligible for funding; however, a computer may be included in the budget if it can be shown to be necessary to the desk studies and otherwise unavailable. It should be clear exactly what the equipment is, thus the use of brand names is discouraged. The location of the equipment should be clearly indicated. VAT should be applicable in accordance with the institution’s accounting procedures. A possible supplier should not be named as the relevant procurement rules will have to be adhered to, should the application be successful.

The costs of durable equipment to be charged to the project shall be calculated according to the following formula: *[(A/B) x C x D]*

**A** = the period in months during which the durable equipment is used for the project after invoicing

**B** = the depreciation period for the durable equipment: 36 months for computer equipment and 60 months for all other items of equipment

**C** = the actual cost of the durable equipment

**D** = the percentage of usage of the durable equipment for the project

Leased equipment from external sources is not subject to depreciated calculations and thus full costs should be included directly

(c) Travel and Subsistence

The Travel and Subsistence (T&S) required for the project should be divided into home and foreign travel. The costs must be specifically related to a specific identifiable project task. The major conferences to be attended, the reasons for attending them and their location should be identified in the proposal. Other travel – to meetings, to collect samples etc, should be described. The information should be sufficiently detailed. The majority of the T&S should be targeted at the contract researchers and postgraduate students working on the project. The foreign travel costs of non DAFM-funded staff named in the project will only be considered if they are giving a presentation on the outputs of the funded project at an international conference.

(d) Consumables

Consumables may be identified specifically (i.e. Petri dishes) or by category (i.e. microbiological culture consumables). Either way, an indication of the amount needed – which should relate to the information provided in the Task List – their use and justification for their cost is required.

(e) Overheads

DAFM will fund up to a maximum of 30% of the direct costs of scientific-type research not including equipment, sub-contracting and other agreed costs (maximum 25% for desk-based socio-economic/policy type analysis).

(f) Other agreed costs

DAFM Research Funding Programmes may agree to fund costs, which are relevant to approved projects and are not covered by the categories cited above. A description of what the ‘Other’ budget costs cover (e.g. software licences, warranties, specialised training course fees, external assistance etc.); the justification for those costs and their necessity to the project should be supplied.

Examples of **ineligible costs** include, but are not necessarily limited to:

* Permanent staff costs
* Sick pay, redundancy payments or termination costs
* Hospitality or entertainment expenses, except such reasonable expenses accepted as wholly and exclusively required for the delivery of the tasks and milestones on the approved project
* Permanent staff networking activities and informal meetings
* Office equipment and supplies
* Patent costs
* Open access, Journal subscriptions and payments to journals for articles on research
* Membership to societies, institutes
* Repairs and maintenance
* Unnecessary or unsubstantiated expenditure
* Advertising and recruitment costs
* Contingency or miscellaneous expenses
* Car Tax / Insurance

1. **Information and Publicity**

Prospective applicants should note that:

(a) The research team is required to disseminate results / outputs of the project. However, dissemination activities should take account of the need to generate and/or protect any Intellectual Property (IP) arising from the research.

(b) In disseminating research achievements, public RPOs should acknowledge that co-funding was provided by DAFM.

(c) DAFM may publicise details of applications and awards made under this Call.

(d) Information supplied to DAFM may be disclosed in response to a request under the Freedom of Information Act 2014 and in accordance with the conditions of that Act.

1. **Intellectual property**

Applicants are requested to carefully consider the information published on the management of Intellectual Property (IP) by Knowledge Transfer Ireland and note that they must adhere to the current National IP Protocol: Inspiring Partnership – National IP Protocol 2016 (pdf 411 kb)

Successful applicants are required to take necessary steps to:

(a) Preserve and protect such intellectual property rights including, where appropriate, applying for patent registration; and

(b) Actively exploit any discoveries, inventions or processes resulting from the research, by means of commercial licensing arrangements and otherwise

Whenever possible, IP shall be managed for the benefit of enterprise development. Where relevant, researchers are required to discuss research outputs and potential IP with their Technology Transfer Office.

1. **InDUSTRY Participation**

The involvement of industry is encouraged on a self-financing basis subject to the need to respect the ‘public good’ nature of DAFM Research Funding Programmes and compliance with the National IP Protocol. Evidence of such industry engagement in a real and meaningful manner can help demonstrate the relevance and likely impact of the research work.

In cases where Industry are providing a funding contribution to research which involves IP issues Section C of the National IP Protocol is particularly relevant. Further to these requirements where a project is approved for funding in these circumstances DAFM will permit the commencement of a Collaborative Research Programme on the basis that:

* A signed non-binding term sheet is submitted in advance of the grant of an award
* The participating parties convert all terms agreed between them into a fully executed binding Collaborative Research Agreement within 90 working days following the date on which the first part of the funding is awarded by DAFM.

1. **Gender EQUALITY**

The principles of the EU gender mainstreaming policy apply to DAFM’s Research Programmes and therefore participants will be required to report the ratio of males to females working on funded projects. Applicants are asked to be cognisant of the relevant recommendations of the HEA National Review of Gender Equality in Irish Higher Education Institutions (pdf 2,888 kb) in framing proposals and in undertaking any funded research. Applicants may be asked to give evidence of action taken to promote and increase the numbers of females working in DAFM funded projects.

1. **research integrity**

DAFM places high importance on ensuring research integrity and endorses the National Policy Statement on Ensuring Research Integrity in Ireland (pdf 1,546 kb) which provides a robust framework to help achieve the highest standards of research integrity. Research funded in this Call should be compatible with the norms and best practices regarding research integrity set out in both this document and the European Code of Conduct for Research Integrity (pdf 3,001 kb).

1. **ethical and health and safety issues**

**Ethics**

All investigators and research bodies must ensure that, before the research commences and during the full award period, all the necessary ethical, legal, data protection and regulatory requirements in order to conduct the research are met, and all the necessary licences and approvals have been obtained and remain valid for the duration when the research is undertaken. Any research to be undertaken should be compliant with Health Products Regulatory Authority’s (HPRA) requirements for researchers that are in place to protect and enhance public and animal health.

**Health and Safety**

Research bodies are responsible for ensuring that a healthy and safe working environment is provided for all individuals undertaking work associated with DAFM funded research.

1. **AFTER FUNDING RECOMMENDATION**

Where RoI partnered projects received a positive funding recommendation at the end of the NIFA evaluation process, the RoI PI must contact directly the DAFM National Contact Person in order to start the grant negotiation process leading to the issuing of contracts to undertake the project.

DAFM will require a national application form to be completed by any RoI applicants that emerge successfully from the NIFA evaluation process.

## Appendix 6 –FUNDING RULES FOR US-Ireland r&d pARTNERSHIP CALL IN AGRICULTURE 2019, ni applicants

1. **GRANT DETAILS AND ELIGIBLE COSTS**

Grant-aid is only payable to Northern Ireland Research Performing Organisations (NIRPOs) that DAERA have deemed eligible as outlined in section 6 of this document. The grant rate may be up to 100% funding for eligible costs. Eligible costs are the costs necessarily incurred in carrying out the research project as described in the project proposal. Costs must fulfil the following conditions:

* Must be specific to the project work undertaken for the delivery of the tasks and milestones of the approved project
* Be incurred during the approved timeframe of the project
* Be recorded in separate financial accounts that will be maintained throughout the duration of the project and reported on as required
* Evidence of all incurred costs must be maintained and available on request for verification and audit trail purposes.

DAERA public funding to NIRPOs shall not be greater than £250,000 per project.

**Eligible costs will be allowed in the following categories**

1) Staff Costs

2) Consumables

3) Travel & Subsistence

4) Equipment

5) Other agreed costs

6) Overheads

**(1) Staff Costs**

In the case of projects funded under this Call DAERA will consider applications for additional funding for the duration of the statutory period of leave in the case of maternity, adoptive and paternity leave.

Costs will be allowed for additional staff specifically hired to carry out work on the project including postgraduate students, postdoctoral researchers/contract researchers, research assistants and research technicians. **Costs for permanent staff employed by the NI institutions concerned will not be funded.** The non-student staff costs should be commensurate with the scope, nature and level of sophistication of the research involved.

Tuition Fees:

DAERA will pay fees directly to the relevant University. Only fees incurred during and related to the period of the studentship will be paid. Any additional fees payable after termination of the Studentship are the student’s responsibility. The fees payable for 2019 will be £4327 (for NI and EU residents) and will increase in line with the gross domestic product (GDP) deflator during the term of the project.

DAERA will fund a postgraduate stipend of £15,009 for 2019. This amount will increase in line with the GDP deflator during the term of the project and will be paid directly to the NIRPO.

DAERA will also fund a Research Training Support Grant of £1000. This is payable directly to the relevant Study Centre as a contribution towards incidental costs incurred in the training of research students.

**(2) Consumables**

Items of consumables acquired for and used on the project may be allowed. All consumables should be necessary and directly related to the carrying out the work of the project and must be separately identifiable. A consumable is defined as an item which is used up / expires / is exhausted over the duration of the project. It does not include items such as laboratory coats, general safety equipment, detergents, etc. – these should be met through the overheads. Subscriptions to scientific journals or membership of institutes, societies, are not eligible for funding.

**(3) Travel and Subsistence (T & S)**

Travel and related subsistence costs for all personnel engaged directly on the project may be claimed. The Travel and Subsistence (T&S) required for the project should be divided into home and foreign travel. The costs must be specifically related to a specific identifiable project task. The major conferences to be attended, the reasons for attending them and their location should be identified in the proposal. Other travel – to meetings, to collect samples etc, should be described. The information should be sufficiently detailed. The majority of the T&S should be targeted at the contract researchers and postgraduate students working on the project. The foreign travel costs of non DAERA-funded staff named in the project will only be considered if they are giving a presentation on the outputs of the funded project at an international conference.

**(4) Equipment**

Major items of equipment are not eligible for funding; however, a computer may be included in the budget if it can be shown to be necessary to the desk studies and otherwise unavailable. It should be clear exactly what the equipment is, thus the use of brand names is discouraged. The location of the equipment should be clearly indicated. VAT should be applicable in accordance with the institutions accounting procedures. A possible supplier should not be named as the relevant procurement rules will have to be adhered to, should the application be successful.

The costs of durable equipment to be charged to the project shall be calculated according to the following formula: *[(A/B) x C x D]*

**A** = the period in months during which the durable equipment is used for the project after invoicing

**B** = the depreciation period for the durable equipment: 36 months for computer equipment and 60 months for all other items of equipment

**C** = the actual cost of the durable equipment

**D** = the percentage of usage of the durable equipment for the project

Leased equipment from external sources is not subject to depreciated calculations and thus full costs should be included directly

Travel and subsistence costs may also be claimed by PIs who are not engaged directly on the project, but are involved in an advisory capacity. Please note that rates paid cannot exceed those for the NICS Public Sector rates and airfares should be economy class.

[www.gov.uk/government/publications/rates-and-allowances-travel-mileage-and-fuel-allowances/travel-mileage-and-fuel-rates-and-allowances](http://www.gov.uk/government/publications/rates-and-allowances-travel-mileage-and-fuel-allowances/travel-mileage-and-fuel-rates-and-allowances)

**(5) Other agreed costs**

DAERA may agree to fund costs which are relevant to approved projects and are not covered by the categories cited above.

A description of what the ‘Other’ costs cover (e.g. sub-contracting, software licences, warranties, specialised training course fees, external assistance etc.); the justification for those costs and their necessity to the project should be supplied.

With regard to external assistance, subject to obtaining good value for money, every possible effort must be made, in the first instance, to build a project consortium capable of completing all tasks attributable to NI partners proposed in the project. However, where this is not feasible, a consultant / industry partner may be brought on board by way of providing external assistance to an institutional project partner. Where such external assistance is proposed, full justification should be provided. The external assistance is eligible for 100% of costs for services rendered. However, as an external provider, it has no claim to any of the results, authorship of scientific papers or Intellectual Property generated by the project. The estimated cost, including a breakdown of costs for individual items is required, however a possible supplier should not be named at this stage as the relevant procurement rules will have to be adhered to should the application be successful.

**(6) Overheads**

Up to 30% of the direct costs of scientific-type research not including equipment, subcontracting and other agreed costs (25% for desk-based socio-economic/policy type analysis) will be funded. To calculate the correct overhead rate- (add Staff Costs + Consumables + Travel and Subsistence=Total figure, then divide by either 25% or 30 %)

**(7) Ineligible Costs**

Examples of Ineligible Costs include, but are not necessarily limited to:

* Permanent staff costs
* Sick pay, maternity pay, redundancy payments or termination costs
* Hospitality or entertainment expenses, except such reasonable expenses accepted as wholly and exclusively necessary for carrying out the work on the project
* Permanent staff networking activities and informal meetings
* Office equipment and supplies
* Patent costs;
* Open access, Journal subscriptions and payments to journals for articles on research
* Membership to societies, institutes
* Repairs to/maintenance of equipment
* Advertising costs
* Payments that support activity intended to influence or attempting to influence Parliament, Government or political parties, or attempting to influence the awarding or renewal of contracts and grants, or attempting to influence legislative or regulatory action
* Unnecessary or unsubstantiated expenditure
* Car Tax/Insurance

**(8) After Funding Recommendation**

Where NI partnered projects received a positive funding recommendation at the end of the NIFA evaluation process, the NI PI must contact directly the DAERA National Contact Person in order to start the grant negotiation process leading to the issuing of contracts to undertake the project.

1. The term ‘Research Body’ and ‘Institution’ are equivalent and interchangeable in this documentation. [↑](#footnote-ref-1)
2. Use exchange rate on date of application and please include actual exchange rates used [↑](#footnote-ref-2)
3. Use exchange rate on date of application and please include actual exchange rates used [↑](#footnote-ref-3)