

# Marine Research Programme 2021-2027

## Networking & Marine Research Communication Awards

### Applicant Guidelines 2022

The Networking Initiative is funded by the Marine Institute under the Marine Research Programme with the support of the Irish Government.

#### Contact Details

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## Introduction

The Marine Institute's **Networking and Marine Research Communication Awards** funding instrument provides support to marine researchers based in Ireland to communicate and promote their research internationally. The programme supports the building of networks and relationships and the development of collaborative international research applications (e.g. to EU Horizon Europe and INTERREG), in line with the priorities set out in the [National Marine Research & Innovation Strategy 2017-2021](#)\*.

Appropriate networking activities that support the goals and/or complement the objectives of national and international marine plans are also eligible, e.g. Climate Action Plan 2021, Food Vision 2030, European Green Deal Strategy, EU Farm to Fork Strategy, EU Mission: Restore our Ocean and Waters by 2030, EU Strategy for the Atlantic, Marine Strategy Framework, Water Framework and the Marine Spatial Planning directives.

Specifically, funding will be awarded for:

1. Post-Graduate Students, Early Stage Post-Doctoral Researchers and Research Assistants to present their marine research to an international audience, network with international marine experts and disseminate research carried out in Ireland on the global stage.
2. Networking opportunities including support for hosting virtual marine conferences / workshops held in Ireland.
3. Open Access Publication costs relevant to marine research carried out under the themes outlined in the **National Marine Research & Innovation Strategy 2017-2021** where the applicant can demonstrate costs are not covered through any other funding/budget mechanisms.
4. Short/small scale media productions promoting marine research in Ireland specific to a theme outlined in the National Marine R&I Strategy.

Marine Institute research grant recipients (project leads and researchers) may not be eligible to apply if there is available budget through their current project funding. Please contact [funding@marine.ie](mailto:funding@marine.ie) prior to commencing an application for clarification.

\* The term of the National Marine R&I Strategy completed at the end of 2021. Until a successor strategy is in place, its strategic framework will continue to guide funding allocations under this call. In completing the application form, **applicants are** required to identify which of 15 research themes (and sub-themes) of the strategy most closely aligns with their area of research.

## Covid-19 Pandemic and Travel Restrictions

Applicants applying for overseas travel must confirm that travel undertaken complies with current public health requirements and the policies of their employer/host institution. **An email from an applicant's supervisor/line manager with the same confirmation must be included as part of the application form.**

While society is transitioning to the post-pandemic situation, the Marine Institute encourages applicants in 2022 to consider eligible supports that do not require travel, including Open Access Publications, media-productions and virtual events (conferences, workshops and training courses). The Institute will continue to follow the public health advice of the Irish Government. Any changes or updates will be posted on the Marine Institute website, and applicants are advised to check on the website before commencing their application.

## *What Type/Level of Support is Provided and Who Can Apply?*

The awards are designed as a small-scale, flexible scheme to support networking initiatives in the marine sector. Applications will be accepted in three categories, as follows:

### **A. Hosting Conference / Workshop in Ireland**

#### **Description**

This award provides support for the organisation of **virtual/physical** National/International Marine Conferences or workshops held in Ireland.

#### **Eligibility**

This award is open to all legal entities on the island of Ireland with the appropriate scientific and technical qualifications and expertise to host a marine-themed Conference/Workshop e.g.

- Higher Education Institutes (HEIs).
- Research Institutes.
- Small & Medium Enterprises (SMEs).
- Other Representative Organisations e.g. NGOs (Non-Governmental Organisations).

#### **Maximum Grant-Aid**

€2,000 towards hosting costs of conferences/workshops. The award is not expected to cover the entire conference/workshop costs, and the Marine Institute will not provide 100% funding. Proof of own contribution from the applicant organisation will be required for payment by the Marine Institute.

#### **Type of Costs Covered**

The following is an example of the typical costs covered under this award:

- Promotional and marketing activities/materials including design of conference branding.
- Bus and Venue Hire.
- Design and dissemination of Book of Abstracts, Brochures and Materials for Delegates.
- Travel and Accommodation for International Speakers/Keynote Speakers.
- Cost associated with hosting a virtual or blended format event, including studio and audio-visual equipment hire, social media coordination and webinar hosting.
- Catering costs (one third - up to €650 max of €2,000 award). Alcohol costs are ineligible.

**Note:** The costs claimed are expected to include **at least two** of the above items.

#### **Payment Terms**

- Conference and Workshop Awards are payable to Organisations only.
- The successful Organisation must be based on the island of Ireland (ROI/NI).
- Funding is provided for the specified event to the named applicant and is not transferable.
- Awards are made **payable to the organisation who incurred the costs** as detailed by submitted receipts. Organisations must have a valid tax reference and bank account in their name.

**Note:** Marine Institute research grant recipients (project leads and researchers) may not be eligible to apply if there is available budget through their current project funding. Please contact [funding@marine.ie](mailto:funding@marine.ie) prior to commencing an application for clarification.

## B. Researcher Awards – Event Attendance & Training Opportunities

### Description

This award provides for attendance to:

- Present papers/posters at international Conferences/Workshops.
- Attend national/international marine-related Training Courses.
- Overseas Research Organisation (Working Visits).

Applicants applying for overseas travel must confirm that travel undertaken complies with current public health requirements and the policies of their employer/host institution. **An email from an applicant's supervisor/line manager with the same confirmation must be included as part of the application form.**

Where feasible, applicants are encouraged to present at virtual conferences and workshops, and attend training courses online.

### Eligibility

This Award is open to:

- Students currently carrying out a research Masters or PhD and registered at an academic institution on the island of Ireland (ROI/NI). Students may only apply for funding for events taking place up to the final date of their college registration. Proof of support by the Research Supervisor is required.
- Research Assistants carrying out marine-related research and employed at academic or research institutions on the island of Ireland.
- Early stage Post-Doctoral contract researchers carrying out marine-related research and employed at an organisation on the island of Ireland. Early stage Post-Doc being 1<sup>st</sup> or 2<sup>nd</sup> funded position, which is typically within 3-6 years of PhD award, (2016 onwards).
- Small & Medium Enterprises (SMEs) and Other Representative Organisations based on the island of Ireland. SME/NGO representatives are not required to present at international conferences/workshops.

### Maximum Grant-Aid

- Maximum €1,200 for travel outside of Europe.
- Maximum €750 for travel within Europe
- Maximum €750 for attendance at virtual events/training courses.

### Type of Costs Covered

The following is an example of the typical costs covered under this award:

- Conference/Workshop Registration costs.
- Training Course fees.
- Travel and Accommodation costs (B&B or meals can be included in accommodation). Please refer to FAQ for further details.

**Note:** Applicants under this category must be requesting funding of **€300 minimum** (for registration costs or training course fees).

### **Payment Terms**

- Researcher Awards are payable to Organisations only. **Note:** The Marine Institute will no longer be making payment to Individuals under this call.
- Awards are made **payable to the organisation who incurred the costs** as detailed by submitted receipts. Organisations must have a valid tax reference and bank account in their name.
- Awards to Higher Education Institutions will include an additional administration cost of 5% for five to ten awards and 10% for over 10 awards in the year, which will be paid to each Institution at year-end. The administration cost will be calculated on the total grant-aid reimbursed in the year. There is no administration cost paid to HEIs for less than five awards.
- Funding is provided for the specified event to the named applicant and is not transferable.
- Training Courses must have relevance to the research currently undertaken by the Applicant (e.g. training on data analysis software tools or statistics courses).

**Note:** Marine Institute research grant recipients (project leads and researchers) may not be eligible to apply if there is available budget through their current project funding. Please contact [funding@marine.ie](mailto:funding@marine.ie) prior to commencing an application for clarification.

## C. Marine Research Communication

### Description

This award provides grants to:

- Provide funding towards **Open Access Publication** costs to disseminate marine research findings.
- Preparation and dissemination of research outputs, focusing on communicating research impact, through the generation of policy briefs, infographics, visualisation tools, etc.
- Provide funding towards the cost of **Media Productions** depicting and promoting marine research in Ireland suitable for broadcast on social/multi-media.

### Eligibility

This award is open to all legal entities on the island of Ireland (ROI/NI) with the appropriate scientific and technical qualifications and expertise e.g.

- Higher Education Institutes (HEIs).
- Research Institutes.
- Small & Medium Enterprises (SMEs).
- Other Representative Organisations e.g. NGOs (Non-Governmental Organisations).

### Maximum Grant-Aid

- Maximum €2,000 for Open Access Publications.
- Maximum €2,000 for Media Production costs.

### Type of Costs Covered

Typical costs covered under this award:

- Open Access Publication costs e.g. Journal publication fees.
- Visualisation/infographics design costs.
- Design and print costs (e.g. for policy briefs).
- Media production costs for short video clips or other short/small-scale media productions e.g. audio-visual equipment/prop hire and editing suite costs.

### Payment Terms

- Marine Research Communication awards are payable to Organisations Awards are made **payable to the organisation who incurred the costs** as detailed by submitted receipts. Organisations must have a valid tax reference and bank account in their name.
- A draft of the Open Access Publication will be required prior to payment by the Marine Institute.
- Media Production awards are not expected to cover the entire production costs, and the Marine Institute will not provide 100% funding. Proof of own contribution from the applicant organisation will be required for payment by the Marine Institute.

**Note:** Marine Institute research grant recipients (project leads and researchers) may not be eligible to apply if there is available budget through their current project funding. Please contact [funding@marine.ie](mailto:funding@marine.ie) prior to commencing an application for clarification.

## General Rules

Individual applicants cannot receive more than **two awards** in any calendar year. There is no limit on applications from the same Organisation, except that applications are capped at **max three applications per Research Group/Department per event**. Networking activities **do not include exhibiting**; persons in receipt of Marine Institute supports for exhibiting are not eligible to apply for a networking award for travel to that exhibition.

Grant-aid is subject to available funding, which is allocated on an annual basis. In the event that the annual budget is allocated in full prior to the final submission date of 27<sup>th</sup> October 2022 (**for applications to attend events up to 28<sup>th</sup> February 2023**), a notification to this effect will be posted on the Marine Institute website funding pages <https://www.marine.ie/Home/site-area/research-funding/research-funding/current-funding-opportunities>.

**Applicants must also read the FAQ document available on the call notification webpage.**

## How is your Application Assessed?

Applications will be externally assessed on the basis of three criteria:

- 1) The benefit to the recipient/host institution,
- 2) The likely contribution to the national and international strategic objectives, and
- 3) The justification provided in the application (e.g. demonstration of research collaboration and dissemination of findings).

Each of the three criteria have the same weighting. The Marine Institute may offer support at a lower rate than requested. Applicants will receive notification of the outcome by the 15<sup>th</sup> of the month following the relevant close date. Successful applicants will be issued with a letter of award that outlines the grant funding, and requirements and due date for submission of the report and receipts. The letter of award must be signed and returned to the Marine Institute.

## What Costs can be Claimed?

- Eligible costs include those additional costs necessary to support the proposed activity; e.g. conference registration, training course fees, journal publication fees, editing suite costs, etc.
- Grant support must not represent budget substitution or profit.

## How to Claim Grant-aid?

Payments are on a reimbursement basis and will be conditional on:

- (a) The successful achievement of identified targets/goals, including submission of a report detailing the outcome/benefits gained by the Grantee.
- (b) The submission and acceptance of **all relevant receipts**. For example:
  - i) Host Virtual Conference: promotions/marketing costs, design and dissemination of book of abstracts and audio-visual equipment hire.
  - ii) Attend Conference/Workshop: Registration fee, associated travel and accommodation costs.
  - iii) Attend Training Course: Course fee, associated travel and accommodation costs.

- iv) Open Access Publications: Journal publication invoice/receipt.
  - v) Media production: Hire of audio/visual equipment costs, prop hire costs, video editing suite costs.
- (c) The claim being submitted to the Marine Institute Research Funding Office within one month of completion of the event for which support has been provided.

Only costs incurred after the award is granted can be funded. Reimbursement is conditional on submission of relevant reports and receipts. It is the applicant's responsibility to ensure that all receipts are retained for submission and reimbursement by the Marine Institute.

## ***Application Procedure & Deadline***

Applications should be made via the Marine Institute's online **Research Information Management System (RIMS)**.

- If you are already registered on RIMS please visit <http://marine.smartsimple.ie>.
- To register as a new user please email [rim.support@marine.ie](mailto:rim.support@marine.ie) with a password request, please include details of your organisation.
- Where a Masters or PhD student is applying for a Researcher Travel Award, they must have the support of their Research Supervisor. Your Research Supervisor must register on RIMS and provide you with their RIMS Registration number. The RIMS Registration number is located under 'My Profile' on your RIMS Portal.

**Note:** There are no security/confidentiality issues with providing students with this Registration number.

The Networking Initiative will remain open on a two-monthly rolling basis, subject to continued funding availability, with a planned budget of 50,000 Euro in 2022 and submission deadlines as follows:

1. Thursday 24<sup>th</sup> February 2022
2. Thursday 28<sup>th</sup> April 2022
3. Thursday 30<sup>th</sup> June 2022
4. Thursday 25<sup>th</sup> August 2022
5. Thursday 27<sup>th</sup> October 2022 (for events up to 28<sup>th</sup> February 2023)

**Applications must be submitted at least one month in advance of the conference, workshop, working visit, etc.** For assistance with registration on the Marine Institute Research Information Management System (RIMS) and the application process please email [rim.support@marine.ie](mailto:rim.support@marine.ie).

## ***Publicity and Impact***

Recipients should tag **@MIFundingOffice** for any posts on Twitter relating to their attendance at events funded under by the Networking Initiative, which the Marine Institute can retweet.

Media Projection Award recipients will provide the Marine Institute with a copy of the completed media production, and grants the Marine Institute a royalty free license in perpetuity to use this copy on the Marine Institute's website and social media channels.