



**Irish Research Council (IRC)
Main Financial Terms and Conditions for Research Awards**

AWARD GUIDELINES

POSTGRAD/POSTDOC GOVT OF IRELAND

Contact: postgrad@research.ie / postdoc@research.ie

- A 10% reallocation of research funding is allowed without prior approval; over 10% must be approved by the IRC in advance.
- Postgrad Labour Budgets cannot be reallocated, excess fees must be returned to the IRC at the end of the award.

RESEARCH SCHEMES: ENTERPRISE & EMPLOYMENT BASED POSTGRAD/POSTDOC

Contact: schemes@research.ie

- Postgrad Enterprise awardees are seen as internal scholarship students, the Partners are contacted/invoiced directly by the IRC.
- Postgrad Employment awardees are employees of their Partner and are not seen as internal scholarship students.

NEW FOUNDATIONS/ULYSSES/CAROLINE

Contact: lryan@hea.ie / Ulysses@research.ie / caroline@research.ie

RESEARCH PROJECTS: NEW HORIZONS, RPS, WORKSHOPS, ETC.

Contact: projects@research.ie

***Please refer to award specific T&C's and Call Documents for further guidance on allowed/disallowed costs. The main disallowed costs across all awards are: Subsistence, Memberships, and HEI administrative costs (e.g. Student Levy)**

IMPORTANT IRC LINKS:

[IRC POLICIES](#)

[CURRENT GOI POSTGRAD FORMS](#)

[CURRENT ENTERPRISE/EMPLOYMENT FORMS](#)

Note: For all awards eligible costs claimed should be **directly attributable** to the project and incurred within the **approved budget** and **contract period**.

AMENDMENTS & NOTIFICATIONS

BUDGET REALLOCATION:

- IRC approval required for change in approved budget via **budget reallocation form** submitted to the IRC, approvals can be forwarded to RAO for processing.

EXTENSION:

- IRC approval required in order to extend project spending term past approved contract end date
- An extension form should be completed and returned to the IRC at least 3 months before the project completion date
- Generally extensions will not be considered on Postgrad and Postdoc awards

OTHER AWARD AMENDMENTS REQUIRING APPROVAL:

- Change in PI/supervisor
- Change in the scope and nature of the project
- Change in partner/HEI
- Project not commenced on agreed start date
- Additional funding acquired from another source
- Withdrawal from award

IRC CONTACT INFORMATION

FINANCIAL REPORTING

Financial reports are required on all IRC awards, *EXCEPT Postgraduate and Postdoctoral awards*. Postgrad and Postdoc awards do have required progress and end of award reports, which may in the future require financial reporting, but currently **do not**.

Report Templates are generally emailed to awardees by the IRC, and are expected to be completed within 28 days of interim or end of award contract.

Please contact the IRC directly for report template queries. Please contact the RAO [IRC Accounts contact](#) for financial queries.

Note: Failure to submit financial reports on time or within approved IRC terms and conditions may result in non-payment of award or financial sanctions.