



An Roinn Talmhaíochta,
Bia agus Mara
Department of Agriculture,
Food and the Marine



icrad

International coordination of research
on infectious animal diseases

ERA-NET Co-fund on International Co-ordination of Research on Infectious Animal Diseases (ICRAD)

‘One Health Approach to Zoonoses Research & Innovation’

Guidelines for Irish Applicants

All applications will be treated in confidence by the Department of Agriculture, Food and the Marine (DAFM), no information contained therein will be communicated to any third party without the written permission of the applicant except insofar as where the proposal is co-funded, 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.

Contents

1. INTRODUCTION	1
2. NATIONAL CONTACT	1
3. MAXIMUM FUNDING AVAILABLE	1
4. NATIONAL ELIGIBILITY CRITERIA	2
5. CALL PRIORITIES	2
6. ELIGIBLE RESEARCH PERFORMING ORGANISATIONS	3
7. FUNDING RULES	3
8. INTELLECTUAL PROPERTY	8
9. INDUSTRY PARTICIPATION	8
10. STAKEHOLDER PARTICIPATION	9
11. GENDER EQUALITY	9
12. RESEARCH INTEGRITY & OPEN ACCESS	9
13. ETHICAL AND HEALTH AND SAFETY ISSUES	9
14. AFTER THE JOINT CALL APPROVAL FOR FUNDING	10

1. INTRODUCTION

The Department of Agriculture, Food and the Marine (DAFM) invite applicants from eligible Irish Research Performing Organisations (RPOs) to submit joint transnational research proposals to the ERA-NET on International Co-ordination of Research on Infectious Animal Diseases (ICRAD) '*One Health Approach to Zoonoses Research & Innovation*', either as partners or coordinators.

These Guidelines for Irish Applicants contain detailed guidance for submitting applications to the 2021 ICRAD '*One Health Approach to Zoonoses Research & Innovation*' Call and should be read in conjunction with the central Call Announcement document, which includes a National Annex setting out requirements for Irish applicants seeking grant-aid.

2. NATIONAL CONTACTS

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3. MAXIMUM FUNDING AVAILABLE

The total DAFM funding provided for Irish applicants in respect of this Call shall not exceed **€600,000** and the maximum grant funding per project is **€300,000**.

4. NATIONAL ELIGIBILITY CRITERIA

In addition to the ERA-NET ICRAD '*One Health Approach to Zoonoses Research & Innovation*' Call criteria set out in the Call documentation, proposals must also meet the following criteria:

1. Grant applications will only be accepted from DAFM approved Irish RPOs (see section 6 of the Guidelines for Irish Applicants).
2. The grant request by Irish RPOs must not exceed the maximum funding per project as set out in the 'Max Funding Available' in section 3 of these Guidelines for Irish Applicants.
3. A full consortia under this Call must include a minimum of 3 partners from a minimum of 3 different countries, and a maximum of 8 partners. Applications cannot include more than two partners from one country.
4. Address one or more topics from either of the two Research Areas of the Call (section 5). Applications are limited to addressing one Research Area only. Topics from both research areas cannot be addressed in the same application.
5. Avoid duplication of recent research work already undertaken or ongoing that incorporates the scope of the scientific topic areas in this ERA-NET Call.
6. Closely aligns with [Sustainable Healthy Agri-Food Research Plan](#) (SHARP) – the Strategic Research and Innovation Agenda covering the 'Sustainable Food Production and Processing' and 'Food for Health' priority areas of the [National Research Prioritisation Exercise](#)
7. Aligns with relevant national policy and foresight documents including but not restricted to [Food Vision 2030](#), [National Farmed Animal Biosecurity Strategy](#), the Government's [Action Plan for Jobs, Innovation 2020](#), [Our Sustainable Future](#), [National Policy Statement on the Bioeconomy](#), [Climate Action and Low Carbon Development Bill](#), [Climate Action Plan](#), [Ag Climatise - A Roadmap towards Climate Neutrality](#) and [Teagasc Technology Foresight 2035](#), or any successor strategy that may emerge prior to the application deadline date.

Applications that do not adhere to these criteria **will be deemed ineligible** and in such cases the application will not proceed for expert review.

5. CALL PRIORITIES

Applicants seeking grant-aid from DAFM can apply for funding under either one of the two Research Areas. Applicants can not cover both Research Areas in their applications. The research areas are:

Research Area 1: Improved understanding of animal-human-environment interface

- Pathogen (Re)-Emergence and Host Adaptation
- Host/Pathogen Interactions

Research Area 2: Detection and Prevention

- Vaccine Technology Platforms
- Diagnostic Technology Platforms

As detailed in the central ICRAD ‘*One Health Approach to Zoonoses Research and Innovation*’ Call announcement, applications must be in line with the specified scope and Research Areas of the Call.

6. ELIGIBLE RESEARCH PERFORMING ORGANISATIONS

Only RPOs eligible for grant-aid under DAFM’s Competitive Research Funding Programme can make applications and submit funding requests, either as partners or coordinators, under this ERA-NET Call.

RPOs eligible for grant-aid from DAFM are those institutions which fall within the meaning of Section One of the HEA Act, 1971 (Universities and Institutes of Technologies, etc.), plus Teagasc, the Marine Institute, Irish Cattle Breeding Federation, the National Botanic Gardens and Birdwatch Ireland. Public RPOs based in Northern Ireland are not eligible for national funding.

7. FUNDING RULES

Irish financial support for this second ICRAD Call is being provided through the International Outreach Strand of the [DAFM Competitive Research Funding Programme](#). As the ICRAD ‘*One Health Approach to Zoonoses Research & Innovation*’ Call invites proposals for three-year projects, the scientific work must be completed within the first three years in collaboration with the international partners to comply with the Call requirements as the overall collaborative transnational project will have to present a final report to ICRAD after three years.

DAFM Funding

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.

Eligible costs will be allowed in the following categories

- a) Staff Costs
- b) Equipment
- c) Travel & Subsistence
- d) Consumables
- e) Overheads
- f) Other agreed costs

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 three 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 three years. The grant for both the fees and stipend is payable directly to the HEI at which a postgraduate student is registered. 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. In exceptional circumstances and only 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. In this scenario the fees and stipend must be classified as an '*Other*' cost item on the relevant Budget spread sheet of the Irish-based RPO which is involved.

b) Equipment

Major items of equipment are not eligible for funding; however, a computer/laptop may be included in the budget if it can be shown to be necessary to the desk studies and otherwise unavailable. 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 all equipment must be acquired, in compliance with all National and EU procurement guidelines should the proposal be successful. The need for the proposed equipment and the associated cost will be assessed as part of the evaluation and contract negotiation processes and must be commensurate to the nature, size and scale of the project. 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.

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

- A. Period in months during which the durable equipment is used for the project after invoicing
- B. Depreciation period for the durable equipment: 36 months for computer equipment and 60 months for all other items of equipment
- C. Actual cost of the durable equipment
- D. 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

Travel and related subsistence costs for all approved personnel engaged in undertaking the project may be claimed. These costs must be specifically related to

a specific identifiable project task and must be included on the RPO's budget sheet. Rates paid cannot exceed those for the Public Sector and airfares should be economy class. Travel and subsistence costs may also be claimed for Advisory Group members (including Stakeholder and Steering Groups) should such a group be deemed necessary/appropriate for a project. Conference fees, where relevant, should be included under this heading. Eligibility of expenses for any international guest speaker (not already identified in the approved project/budget) participating in a formal project dissemination event will be strictly subject to prior approval from DAFM. The majority of the T&S should be targeted at the contract researchers and post graduate students working on the project. In this context, the cost of travel to international conference, seminars etc. should be undertaken primarily by contract researchers and post graduate students specifically working on this proposal for which DAFM funding is being requested. Where more than one project member attends an international conference/seminar appropriate justification for any additional T&S claims shall be required by DAFM in the relevant Progress Report. 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 funded projects at an international conference.

d) 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, Personal Protective Equipment, general safety equipment, detergents, etc. – these should be met through the project's overheads. 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
- Permanent staff networking activities, training and informal meetings
- Sick pay, redundancy payments, termination costs
- Legal fees
- Hospitality or other entertainment expenses, except such reasonable expenses accepted as wholly and exclusively required for the delivery of the tasks and milestones on the approved project
- Training of Temporary/Contract staff, that is not wholly and exclusively required for the delivery of the tasks and milestones on the approved project
- Office equipment and supplies (to include stationery, toner, printing and binding etc.)
- Technology Transfer or Patent costs
- Open access, Journal subscriptions and payments to journals for articles on research
- Membership to societies, institutes
- Repairs and maintenance to equipment
- Advertising and recruitment costs
- Contingency or miscellaneous expenses
- Car Tax / Insurance
- Safety Clothing (including gloves, laboratory coats, PPE, general safety equipment, detergents etc.)

Prospective applicants should note that:

- a) The research team will be 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 funding was provided by DAFM.

- c) DAFM will 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.

8. INTELLECTUAL PROPERTY

Proposal partners 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](#).

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.

9. 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, 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.

10. STAKEHOLDER PARTICIPATION

DAFM encourages appropriate stakeholder engagement and knowledge transfer throughout its research programmes which are designed to promote an open knowledge economy that fosters beneficial research outputs and impacts for industry, policy, the environment and society. In order to maximise the impact and relevance of publicly funded research it is fundamental to consider and include the views of relevant stakeholders and their expectations in order to ensure that DAFM strategies/policies are developed with a full understanding of stakeholder needs, and, in turn, encourage increased public understanding of their scope to influence those policies.

11. 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.

12. RESEARCH INTEGRITY & OPEN ACCESS

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).

Irish participants should adhere to [DAFM's Policy on Open Access](#) which aims to enhance the free circulation of knowledge, ultimately expediting innovation, whilst noting that protection of Intellectual Property must, in the first instance, take precedence over any form of publication and indeed open access deposition.

13. 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.

14. AFTER THE JOINT CALL APPROVAL FOR FUNDING

Where Irish partnered projects receive a positive funding recommendation at the end of the Joint Call evaluation process, the project partners must contact, directly, the Irish National Contact Point. DAFM will require a national application form to be completed via the DAFM online research portal system for any successful Irish based partners. This is a precursor to start the grant negotiation process leading to the issuing of contracts and the awarding of funding. Annual scientific and financial reporting of the Irish lead work programme will be required via the online research portal system.