

# North South Research Programme 2024 Strand II: Emerging Hubs of Excellence and Strand III: Partnerships of Scale

## Online User Guide for Applicants

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### Purpose

The purpose of this document is to guide potential applicants through the online application process of submitting their proposal(s) to the North South Research Programme (NSRP) Call 2 which is centred on **Strand II Emerging Hubs of Excellence** and **Strand III Partnerships of Scale**.

Proposals will be accepted through the WizeHive online portal only. Applications must be submitted by **4pm on Thursday 27<sup>th</sup> of February 2025**. Any applications made after the deadline will not be accepted.

Please ensure to read the [Call 2](#) and Response to Queries documents closely while preparing a full proposal for submission. Supporting documents for the submission of an application to Call 2 of the NSRP can be found on the [Call 2 webpage](#) .


### Before you start:

- Only **one profile** can be linked to an application. The system does not allow for two or more profiles to collaborate on one application. The portal does, however, allow for a profile to create multiple applications.
- Details of the Lead Administrative/Governance Institution in Ireland and the Lead Institution in Northern Ireland are entered in both in Section 1 of the 'Application Form' and in the HEI Partner in Ireland and HEI Partner in Northern Ireland linked forms (supporting forms).
- Partner (HEI, External & Additional) details and Team Composition details are entered using the linked forms (supporting forms) listed and visible on the landing page of the application. These records must be entered in the linked forms in order to show up on the online Application Form.
- Once a completed application is submitted, no edits can be made. A record cannot be returned to draft so an application would have to be retracted and then resubmitted in its entirety before the deadline.
- The HEA will communicate the outcome of submission stages to all applicants.

### Step 1 – Sign In/Sign Up


#### Sign In

Should you have an existing profile from Call 1 of the NSRP, you may use the same log-in details to sign into the submission portal for Call 2.



**CLÁR TAIGHDE  
THUAIDH THEAS  
NORTH SOUTH  
RESEARCH  
PROGRAMME**

HEA AN tSúbairís um Ard-Oideachas  
HIGHER EDUCATION AUTHORITY

 **Riádas na hÉireann**  
Government of Ireland

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**Sign In/Sign Up Instructions**

**For New Users:**


By clicking **Sign Up**, you will be prompted to enter your email address and create a password. Once you have chosen your password, your account will be created and you will gain access to the portal.

**For Returning Users:**

Sign into the portal using the email address and the password you created when you originally signed up for the portal. If you have forgotten your password, click "**Forgot your password?**" and follow the prompts to reset your password.

**Sign In**

Email

Password  

**Log In** [Forgot your password?](#)

**Need an Account?**

**Sign Up**

If you cannot remember the password for your profile, click on 'Forgot your password?'. You will then be asked to provide the e-mail address which was used to create the account and follow the password recovery steps to gain access to your profile.

## Sign In

Email

Password

**Log In**

[Forgot your password?](#)

**Need an Account?**

**Sign Up**

**Sign Up**

To create a new profile, click 'Sign Up', where you will be prompted to provide an e-mail address and create a password.

### Sign In/Sign Up Instructions

**For New Users:**

By clicking **Sign Up**, you will be prompted to enter your email address and create a password. Once you have chosen your password, your account will be created and you will gain access to the portal.

**For Returning Users:**

Sign into the portal using the email address and the password you created when you originally signed up for the portal. If you have forgotten your password, click "**Forgot your password?**" and follow the prompts to reset your password.

The North-South Research Programme aims to support the deepening of links between higher education institutions, researchers, and research communities. The programme is a collaborative scheme arising from the Government's Shared Island Initiative. It is delivered by the Higher Education Authority (HEA) on behalf of the Government of Ireland and the Department of Further and Higher Education, Research, Innovation and Science.

Is iad aidhmeanna an Chláir Taighde Thuaidh-Theas ná tacú le naisc idir institiúidí ard-oideachais, taighdeoirí agus pobail taighde a dhoimhniú. Is scéim chomhoibritheach é an clár a éiríonn as tionscnamh Oileán Comhroinnte an Rialtais. Is é an tÚdarás um Ard-Oideachais (UAO) a sholáthraíonn é thar ceann Rialtas na hÉireann agus na Roinne Breisoideachais agus Ardoideachais, Taighde, Nuálaíochta agus Eolaíochta.

### Sign Up

Enter an email address and choose a password to create a new account.

**Email**

**Password**

- Must contain at least one lowercase letter
- Must contain at least one uppercase letter
- Must contain one number
- Must be between 8 and 32 characters
- Must not be an email address

**Confirm password**

Passwords must match

Data Protection:

North-South Research Programme 2023 Data Collection information:

The HEA as data controller at all times processes personal data in line with the requirements of GDPR and the Data Protection Act 2018. For more information, please see our Data Privacy Notice and the HEA North-South Research Programme 2023 Data Collection Notice which are available on the HEA website. Applicants should only provide the data requested and when providing proposal details (title, abstract, etc.) avoid including data of any identifiable third-party subjects unless necessary to the project.

[Sign Up](#)

## Step 2 – Complete Your Profile

Following the creation of your profile, you will be asked to complete the 'Create a Profile to Get Started' section where you will be required to enter your full name and e-mail address.

Homepage Welcome [REDACTED] ⚙️

Please click "+Create a Profile to Get Started" to begin. You can always edit your Profile by clicking "Edit".  
You cannot move forward until you have completed your Profile.

[Create a Profile to Get Started](#)

Homepage > Profile Draft

Profile ▾ Save Draft Create Profile

First Name \*

Last Name \*

Email Address \*

Save Draft Create Profile

By clicking 'Create Profile', this completes the sign-up process which will then allow you to return to the Homepage to proceed with your application(s).

A profile may be edited (if necessary) at a later date by clicking on the Profile 'Edit' button located in the Homepage.

Profile ▾ Save Draft Create Profile

First Name \*

Last Name \*

E-mail Address \*

### Step 3 – Get Started

To begin an application, click on 'Get Started'.


Homepage

Please click **"Create a Profile to Get Started"** to begin. You can always edit your Profile by clicking "Edit".  
You cannot move forward until you have completed your Profile.

Profile Complete Edit

To begin, click **"Get Started"** below. When you return to this Homepage, you can see the status of your submission by the colored status bar below the submission card.

- If the status bar is **gray**, your submission is under review, and no action needs to be taken.
- If the status bar is **blue**, there is an action required. Click on the Submission Card to complete.
- If the status bar is **red**, there is an error. Please reach out to the Administrator of this program.



Get Started

More than one draft application may be created by selecting 'Add Another'.


Homepage

Please click **"Create a Profile to Get Started"** to begin. You can always edit your Profile by clicking "Edit".  
You cannot move forward until you have completed your Profile.

Profile Complete Edit

To begin, click **"Get Started"** below. When you return to this Homepage, you can see the status of your submission by the colored status bar below the submission card.

- If the status bar is **gray**, your submission is under review, and no action needs to be taken.
- If the status bar is **blue**, there is an action required. Click on the Submission Card to complete.
- If the status bar is **red**, there is an error. Please reach out to the Administrator of this program.



Add Another

Test

Created on 09/25/2023

Application

## Step 4 – Your Application

Applicants must complete each required section of the application shown in the summary page below.

**Please save your forms regularly to avoid losing your progress.**

### Application

*When every step in this submission is complete, the "Submit" button to the right will become green and clickable.*

*The submission is not fully submitted until you click the green "Submit" button. Once you click "Submit" the submission will no longer be editable.*

There are 45 days remaining to submit this.

#### Application Form

*In order for the Application form to be marked as completed, all required linked forms must be filled in:*

- Team Composition
- HEI Partners in Ireland
- HEI Partners in Northern Ireland

*If the application notes the inclusion of External Partners and/or Additional Partners, the following optional forms must also be filled in:*

- External Partners
- Additional Partners

Action Required

#### Team Composition

*Applicants are required to provide details of the proposed team composition, which should reflect the personnel requirements (research staff and project staff to be employed at a host HEI & students to be registered at a host HEI) necessary to meet the aims and objectives of the proposal and complete the project. All eligible and relevant costs necessary to support the 'Team Composition' over the duration of the project must be included in the budget and correlated with other budget costs at the time of application.*

*As far as possible, the gender balance of a research team should be achieved, and reporting requirements will include reflections on that balance. Personal data that would facilitate the identification of a team member should not be included.*

Action Required

<p><b>HEI Partners in Ireland</b></p> <p><i>Applicants are required to list the institutions in Ireland which will be involved in the proposal as Lead or Partner.</i></p>	Action Required	<a href="#">Open</a>
<p><b>HEI Partners in Northern Ireland</b></p> <p><i>Applicants are required to list the institutions in Northern Ireland which will be involved in the proposal as Lead or Partner.</i></p>	Action Required	<a href="#">Open</a>
<p><b>External Partners</b></p> <p><i>External Partners from Further Education, civic society, cross community, Research Performing Organisations, other government agencies, enterprise and innovation from Ireland and Northern Ireland are welcome. NGOs, charities, and companies should be officially registered.</i></p> <p><i>These partners may be allocated a maximum of 10% of the proposed overall budget.</i></p>	Optional	<a href="#">Open</a>
<p><b>Additional Partners</b></p> <p><i>Additional Partners are from outside of Ireland and Northern Ireland and may be included in a project proposal subject to clear justification.</i></p> <p><i>Costs incurred by Additional Partners may not be included in the proposal or charged to the programme.</i></p>	Optional	<a href="#">Open</a>

## Step 4.1 – Application Form

The first step in the application process is to complete the main ‘Application Form’ which can be accessed by clicking on the blue ‘Open’ button in the ‘Application’ section.

The ‘Application Form’ consists of 12 sections and you will be required to upload supporting documentation in sections 4, 8 and 12 of the form (please see screenshots below). The required format to upload a required supporting document to the Application Form is noted in the ‘Help Text’ in grey and/or in the text box which appears when hovering over the question mark button (?).

If applying through Irish, you also have the option to upload an English language version of your application in section 11 of the application form.

Notes on particular sections:

### **Section 3.1: Proposal Overview**

In Section 3.1 you will be asked if your research relates to Basic or Strategic Research.

**Does the submitted research proposal relate to basic or strategic research? \***

- Basic Research
- Strategic Research

For an overview of the difference between basic and strategic research please refer to response Q3bb in the Response to Queries document on the HEI website:



**Q3bb. Does the HEA have a working definition of Basic vs. Strategic research?**

For the purposes of the North-South Research Programme **Basic Research** can be taken to mean ‘bottom up’ research that seeks to advance the frontiers of scientific knowledge and understanding. In the context of the Programme, **Strategic Research** is taken to mean research that has a delineated pathway to application and is building on pre-existent knowledge.

**Section 4.2: Design, Methodology, and Implementation**

In Section 4.2, you will be requested to upload (in PDF format) details of the project design and the proposal’s implementation plan using the ‘Project Design, Methodology and Implementation’ template available on the HEA website.’ A Gantt Chart (in Excel format) outlining the timelines for the completion of the project, the work packages, outputs, deliverables and key milestones of the project will also need to be uploaded in this section.

**SECTION 4.2: DESIGN, METHODOLOGY AND IMPLEMENTATION**

Does your proposed research involve any of the following: \*

- Humans as the research focus
- Animals as the research focus
- Human samples and/or data
- Humans involved as consumers, users, patients, or in trials
- Research on animals, animal samples and/or data
- Research outputs with implications for end users or consumers

Has full consideration been given to the potential sex/gender dimension of your proposed research? If your research involves any of the above, please indicate in the Design, Methodology and Implementation Template how potential sex/gender issues will be handled. Likewise, should your answer be “No” justification must also be provided. \*

If the answer provided here is yes please provide details in the Design, Methodology and Implementation template.

- Yes
- No

Applicants must provide a statement in the “Design, Methodology and Implementation” template, detailing whether there is a potential sex/gender dimension to be considered in carrying out your research. Should your answer to the question above be “No”, clear justification must also be provided in the “Design, Methodology and Implementation” template.

Define and provide details of the project design and the proposal’s implementation plan demonstrating that it will address the key principles of the NSRP and the specific programme criteria as set out in the Call Document. Upload the completed project design, methodology and implementation template here: \*

Use the specific ‘Project design, methodology and implementation’ template available on the HEA website for section 4.2. Upload the completed template in PDF format using the upload button here.

Please upload a Gantt Chart here (Applicants own template may be used): \*

The Gantt Chart should be a visualisation of the timelines for the completion of the project, outlining the work-packages, outputs, deliverables and key milestones of the project. This will inform the implementation phase of the proposal.

**Section 8: Budget**

## SECTION 8: BUDGET

### TOTAL FUNDING REQUESTED

*In this section, applicants are asked to provide a clear breakdown of the total funding being requested (maximum total value of €4,000,000) for the proposed projects using the budget template provided by the HEA. Clear justification for the budget must be provided.*

**Total funding amount (in Euro) being requested for the project proposal:**

€ 0.00

**Upload the completed Budget Template here: \***

+ Select a file  ⓘ

Please note that the 'Total funding amount (in Euro) being requested for the project proposal' field cannot be edited. It is automatically populated with the figures provided in Section 1 of the application.

### **Section 11: Irish Language Translation**

*The upload of an English translation of the proposal is not required but the upload box will appear if 'Yes' is selected in answer to the question 'Do you wish to upload a translated English version of your application?'*

## SECTION 11: IRISH LANGUAGE TRANSLATION

**Has your application been completed in Irish? \***

- Yes  
 No

**Do you wish to upload a translated English version of your application?**

- Yes  
 No

**Please upload the English translation of your application here:**

Please note only the english language translation of an application submitted through Irish may be included here. Inclusion of any other unsolicited documents is not permissible.

+ Select a file  ⓘ

### **Section 12: Endorsement by the Lead Partners**

In Section 12, you must upload the 'HEA Endorsement Template' (in PDF format) signed by the President/VP/Director of Research or the appropriate office holder in the lead institutions.

## SECTION 12: ENDORSEMENT BY THE LEAD PARTNERS

*All proposals must be signed by the President/VP/Director of Research or the appropriate office holder in this regard within the Lead Institutions. Please complete the Endorsement Template available on the HEA website and upload here. Please note that failure to upload a completed endorsement template signed by the President/VP/Director of Research or the appropriate office holder in this regard within the Lead Institutions will render the application ineligible.*

**Please upload your completed and stamped Application Endorsement Form here. \***

+ Select a file  ⓘ

In order for the ‘Application Form’ to be marked as complete, all of the following linked forms must also be completed:

- Team Composition
- HEI Partners in Ireland
- HEI Partners in Northern Ireland

If the application includes external partners and/or additional partners, the following forms must also be completed:

- External Partners
- Additional Partners

<p><b>External Partners</b></p> <p><i>External Partners from Further Education, civic society, cross community, Research Performing Organisations, other government agencies, enterprise and innovation from Ireland and Northern Ireland are welcome. NGOs, charities, and companies should be officially registered.</i></p> <p><i>These partners may be allocated a maximum of 10% of the proposed overall budget.</i></p>	<p>Optional</p> <p><a href="#">Open</a></p>
<p><b>Additional Partners</b></p> <p><i>Additional Partners are from outside of Ireland and Northern Ireland and may be included in a project proposal subject to clear justification.</i></p> <p><i>Costs incurred by Additional Partners may not be included in the proposal or charged to the programme.</i></p>	<p>Optional</p> <p><a href="#">Open</a></p>

**Before submitting** the ‘Application Form’, ensure that records for all institutional and external partners in Ireland and in Northern Ireland, as well as additional partners involved in an application have been added. Contact details for partners **must** be added through the linked forms. Since external and additional partners are optional, these are not required sections. External and additional partner forms will continue to appear as ‘Optional’ after they have been completed. Please ensure all the required details have been entered correctly.

The ‘Application Form’ should be saved and once completed to the applicant’s satisfaction, the applicant should click the **‘Mark Complete’** button. **Edits can still be made to the draft application until the record is submitted.** Please note that marking an application **complete** does not equate to a submission.

Application Form ▾

Save Draft [Mark Complete](#) Close

The North South Research Programme is a collaborative scheme arising from the Government’s Shared Island initiative at the Department of the Taoiseach, supporting the strengthening of links between researchers, research communities and higher education institutions (HEIs) across the island of Ireland. It is being delivered by the Higher Education Authority (HEA) on behalf of the Department of Further and Higher Education, Research, Innovation and Science (DFHERIS).

**Call 2 focuses on Strand II - Emerging Hubs of Excellence and Strand III - Partnerships of Scale**

Deadline: 27 February 2025

To submit the application, click on the 'Submit' button at the top of the 'Application Form' section.

**Application**

*When every step in this submission is complete, the "Submit" button to the right will become green and clickable.*

*The submission is not fully submitted until you click the green "Submit" button. Once you click "Submit" the submission will no longer be editable.*

There are 45 days remaining to submit this.

Submit

## Step 4.2 – Linked Forms

### Team Composition

#### Required

**This form is connected to Section 6: Consortium Statement and Team Composition on the Application Form.**

Applicants are required to provide details of the proposed team composition, which should reflect the personnel requirements (research staff and project staff to be employed at a host HEI and students to be registered at a host HEI) necessary to meet the aims and objectives of the proposal and to complete the project. All eligible and relevant costs necessary to support the team composition over the duration of the project must be included in the budget and must correlate with other budget costs at the time of application.

As far as possible, the gender balance of a research team should be achieved, and reporting requirements will seek reflections on that balance.

**N.B.** Please do not provide any personal data in the team composition table (and budget template) that would identify the name of a team member.

A new item must be created per individual team member, whether this relates to staff or research students. To add a new item, click on the '+New Item' button in the Team Composition section.

### Team Composition ▾

Close

Please click "+Add New Item".

Minimum required: 1    Maximum allowed: 500    Total Completed: 0

+ New Item

Please note that depending on the role identified, additional information may be requested. For all Identified personnel, gender identification will be requested for high-level statistical analysis and to ensure there is no gender-bias in the review process. For 'Lead Investigator' or 'Consortium Co-Lead', a PhD graduation date will have to be provided to confirm eligibility per the terms and conditions of the call.

## Team Composition

Please complete an entry for all relevant roles including staff members and research students. You can add rows as necessary. Note: As far as possible research teams should be gender balanced. You will be required to report on the gender balance of the team on an ongoing basis. Do not include any personal data that could help identify a team member. \*\*

**Identify the role: \***

The Lead Investigators in Ireland and Northern Ireland and Consortium Co-Leads applying to the North South Research Programme must be, at a minimum, two years post PhD. They must have been awarded their doctoral degrees no later than 31st December 2022. For this condition, the date of graduation (conferral) should be taken into account. If a lead has not yet graduated, all the requirements for the award of a doctoral degree, including the submission of the hardbound corrected thesis, must be complete within the required timeline.

**For the Lead Investigators and Consortium Co-Lead(s), please provide the graduation date: \***

Please note that the system defaults to the American date format (mm/dd/yyyy).

**Will this role be filled by an identified team member within the host institution, recruited or a student? \***

- Identified  
 To be recruited  
 Student

**Identify the Host Institution/Organisation \***

- Institution in Ireland eligible as Lead and/or Partner  
 Institution in Northern Ireland eligible as Lead and/or Partner

**Describe the contribution to the to the project this team member will make \***

Word Count: 0 / 25

25 words max.

N.B.: Do not include names or any other details that would render team members identifiable.

Delete

Save Draft

Mark Complete

Close

Once the required fields of the form are complete, clicking 'Save Draft' will return you to the 'Team Composition' overview should you want to return to the item later. By clicking 'Mark Complete' you will be returned to the 'Team Composition' overview where you will be shown a table of all items created. You may still edit individual items after they are marked complete.

**Team Composition** Close

Please click "+Add New Item".

You have met the required minimum for this step. You can continue adding items if necessary up to the stated maximum.

Minimum required: 1    Maximum allowed: 500    Total Completed: 3 + New Item

Role	Host Institution	Identified or to be Recruited?	
Lead Investigator	Institution in Ireland eligible as Lead and/or Partner	Identified	<span>Edit</span>
PhD Student	Institution in Northern Ireland eligible as Lead and/or Partner	Student	<span>Edit</span>
Post-Doctoral Researcher	Institution in Ireland eligible as Lead and/or Partner	Recruited	<span>Edit</span>

### HEI Partners in Ireland

#### Required

This form is connected to [Section 1: Consortium Overview \(Ireland\)](#) on the Application Form.

To add a HEI partner from Ireland to the application click on the '+New Item' button on the 'HEI Partners in Ireland' section. A separate new item must be created per partner institution from Ireland, including the Lead Administrative/Governance Institution. When completing this form, ensure that the funding amount that is being sought for each partner is entered correctly and corresponds to the budget outlined in the 'Application Form'.

### HEI Partners in Ireland

Delete    Save Draft    Mark Complete    Close

### List of Partners Institutions in Ireland

All projects must have a Lead Investigator in the Lead Administrative/Governance Institution in Ireland. Where there are other Co-Consortium Partners in Ireland, records should be created for each institution.

**Name of the Partner Institution in Ireland: \***

Check this box if it is the Lead Administrative/Governance Institution in Ireland.

Lead Administrative/Governance Institution

**Please provide the address of the Partner Institution in Ireland: \***

**Specify the title and full name of the Point of Contact in the Institution in Ireland. \***

Professor Jane Doe

**Point of Contact Email: \***

**Of the total funding amount requested, specify how much is allocated to this Partner: \***

€

Once the required fields of the form are complete, clicking ‘Save Draft’ will return you to the ‘HEI Partners in Ireland’ overview should you want to return to the item later. By clicking ‘Mark Complete’ you will be returned to the ‘Mark Complete’ overview where you will be shown a table of all items created. You may still edit individual items after they are marked complete.



Homepage > [redacted] > HEI Partners in Ireland Welcome, [redacted]@hea.ie

## HEI Partners in Ireland Close

Please click "+Add New Item". + New Item

Name	Funding Amount Allocated to this Partner	Point of Contact	
[redacted]	€1,500,000.00	[redacted]	View
[redacted]	€500,000.00	[redacted]	View

### HEI Partners in Northern Ireland

#### **Required**

**This form is connected to the Application Form, Section 1 – Northern Ireland.**

To add a HEI partner from Northern Ireland to the application click on the ‘+New Item’ button on the ‘HEI Partners in Northern Ireland’ section. A separate new item must be created per partner institution from Northern Ireland. When completing this form, ensure that the funding amount that is being sought for each partner is entered correctly and corresponds to the budget outlined in the ‘Application Form’.

## HEI Partners in Northern Ireland ▾

Delete

Save Draft

Mark Complete

Close

### Lead Contact Details in Northern Ireland

All projects must have a Lead Investigator in the Lead Institution in Northern Ireland. Where there are other Co-Consortium Partners in Northern Ireland, records should be created for each institution.

Name of the Partner Institution in Northern Ireland \*

Check this box if it is the Lead Institution in Northern Ireland.

Lead Partner Institution

Please provide the address of the Partner Institution in Northern Ireland: \*

Specify the title and full name of the Point of Contact in the Institution in Northern Ireland. \*

Professor Jane Doe

Point of Contact Email: \*

Of the total funding amount requested, specify how much is allocated to this Partner: \*

 €

Once the required fields of the form are complete, clicking 'Save Draft' will return you to the 'HEI Partners in Northern Ireland' overview should you want to return to the item later. By clicking 'Mark Complete' you will be returned to the 'Mark Complete' overview where you will be shown a table of all items created. You may still edit individual items after they are marked complete.

Homepage > ██████████ > HEI Partners in Northern Ireland Welcome, ██████████@hea.ie ⚙

## HEI Partners in Northern Ireland ▾ Close

Please click "+Add New Item". + New Item

HEI ↕	Funding Amount Allocated to this Partner: ↕	Point of Contact ↕	
██████████	€1,000,000.00	██████████	View
██████████	€500,000.00	██████████	View

## External Partners

### Optional

This form is connected to the Application Form, Section 1 – External Partners.

External partners may be allocated a maximum of 10% of the proposed overall budget.



To add an external partner to an application, click on the '+New Item' button on the 'External Partners' section. A separate new item must be created per external partner. When filling out this form, ensure that the funding amount that is being sought for each partner is entered correctly and corresponds to the budget outlined in the 'Application Form'.

## External Partners ▾

Delete

Save Draft

Mark Complete

Close

### List of External Partners

Please specify where the External Partner is based: \*

Ireland  
 Northern Ireland

Name of External Partner \*

'If 'other', please provide details of the External Partner to the HEA for approval by emailing [research@hea.ie](mailto:research@hea.ie)

'Please confirm that the HEA has been informed and granted approval for any external partners not listed above.

Yes  
 No

If No please note the application may not be deemed eligible to progress to assessment.

Address of the External Partner: \*

Identify the name of the main Point of Contact in the External Partner organisation: \*

i.e., Dr John Doe

Point of Contact E-mail \*

Of the total funding amount requested, specify how much is allocated to this Partner: \*

€

In total, External Partners may be allocated a maximum of 10% of the proposed overall budget.  
If this particular partner will not be allocated funding you can input €0.

Once the required fields of the form are complete, clicking 'Save Draft' will return you to the 'External Partners' overview should you want to return to the item later. By clicking 'Mark Complete' you will be returned to the 'Mark Complete' overview where you will be shown a table of all items created. You may still edit individual items after they are marked complete.

Homepage > ██████████ > External Partners Welcome, ██████████@hea.ie ⚙️

## External Partners ▾ Close

Please click "+Add New Item". [+ New Item](#)

Name ↕	Funding Amount ↕	Location ↕	
██████████	€20,000.00	Ireland	<a href="#">View</a>
██████████	€20,000.00	Northern Ireland	<a href="#">View</a>

### Additional Partners

#### Optional

This form is connected to [Application Form, Section 1 – Additional Partners](#).

**Additional Partners** from outside of Ireland and Northern Ireland may be included in a project proposal provided their inclusion can be demonstrated by the proposers as bringing added value to the project and further support to the project in meeting the aims and objectives of the NSRP. Such additional partners should not be included in place of partners in Ireland or Northern Ireland. Costs incurred by additional partners **may not** be included in the proposal or charged to the NSRP.

To add an additional partner to the application, click on the '+New Item' button on the 'Additional Partners' section. A separate new item must be created per additional partner.

Homepage > ██████████ > Additional Partners Welcome, ██████████@hea.ie ⚙️

## Additional Partners ▾ Close

Please click "+Add New Item". [+ New Item](#)

There are no items in this list yet...

Additional Partners form:

Additional Partners ▾

Delete

Save Draft

Mark Complete

Close

### Additional Partner

Name of the Additional Partner organisation: \*

Identify the Type of Organisation \*

Small and Medium-sized Enterprise

Non-Governmental Organisation

State Agency

Charity/Foundation

Hospital

Other

In which country is the Additional Partner based? \*

Please provide clear justification for the inclusion of this Additional Partner in the proposal. \*

Word Count: 0 / 300

Identify the name of the main Point of Contact in the Additional Partner organisation: \*

John Doe

Point of Contact E-mail: \*

## Step 6 – Submission & Completion

Once all the forms related to the application have been completed, the applicant may submit their proposal. If any section of the application is incomplete the 'Submit' button will remain grey. Once it turns **green** the applicant may submit their proposal.

Before clicking 'Submit', please ensure that forms for any external and/or additional partners mentioned in the 'Application Form' have been completed. The Application summary page will still display these forms as 'Optional' even if these forms are completed.

Submission Deadline DATE: 16:00pm on 27 February 2025

Application

There are ● days remaining to submit this.

Submit

When every step in this submission is complete, the "Submit" button to the right will become green and clickable.

The submission is not fully submitted until you click the green "Submit" button. Once you click "Submit" the submission will no longer be editable.

Once an application is submitted, no further changes can be made. Applicants will receive confirmation of submission to the e-mail address provided on the profile created.

Submission Deadline DATE: 16:00pm on 27 February 2025

☰

## Application

This has been submitted

Thank you for submitting your completed application.

Your submission is now under review and you will be contacted if any additional information is needed.

**- The North South Research Programme Team**

Following submission, you may review your completed forms by selecting 'view' and then printing them as a pdf (as shown below) and saved to your own files.

### Application Form

*In order for the Application form to be marked as completed, all required linked forms must be filled in:*

- [Team Composition](#)
- [HEI Partners in Ireland](#)
- [HEI Partners in Northern Ireland](#)

*If the application notes the inclusion of External Partners and/or Additional Partners, the following optional forms must also be filled in:*

- [External Partners](#)
- [Additional Partners](#)

View

Homepage > [redacted] > Application Form
Welcome [redacted]@hea.ie

## Application Form

Print Form

Close

The North-South Research Programme is a collaborative scheme arising from the Government's Shared Island initiative at the Department of the Taoiseach, supporting the strengthening of links between researchers, research communities and higher education institutions (HEIs) across the island of Ireland. It is being delivered by the Higher Education Authority (HEA) on behalf of the Department of Further and Higher Education, Research, Innovation and Science (DFHERIS).

Deadline: 4:00pm DATE 2023

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*Please complete all required fields.*

*You can save your progress as a draft and return later to complete by clicking "Save Draft" at the bottom or top of the page.*

*When you have completed the form, please click the blue "Mark as Completed" button at the bottom or top of the page.*

## Post-Submission

Once your application has been submitted it will be reviewed and assessed in line with the indicative dates set out below:

Activity	Date
Online Application Submission Deadline	27 February
Research Office Endorsement Process Opens	4 March 2025
Research Office Endorsement Deadline	14 March 2025
Assessment Process Ends	30 April 2025
Panel Assessment Meetings	May 2025
Call Outcome	June 2025
Award Start Date	Academic Year 2025/26

### HEA Eligibility Check

Following the closing of the call, the HEA executive will carry out eligibility checks and move only applications deemed eligible forward to the external assessment phase. The awarding of funding is subject to meeting all eligibility requirements and conditions of contract.

### External Assessment: International Panel of Assessors

Applications will be assigned to a panel of international assessors, comprising international experts in relevant fields and/or with experience in engagement with institutional, research and policy development at a high strategic level. Process auditors are in place to provide oversight for the panel meeting. The assessment process concludes with a ranked list of applications recommended for funding. All proposals will be assessed and ranked according to their merit and in line with the specific criteria of the NSRP set out in the Call Document, and in line with a balanced breakdown of awards between STEM and AHSS.

The list of proposals recommended for funding will be shared with the Board of the HEA, DFHERIS and the Department of the Taoiseach for their acknowledgement. Depending on budget, demand and the calibre of applications received, a reserve ranking list may be put in place. Outcomes on individual applications should be provided to the Research Offices by the applicants.