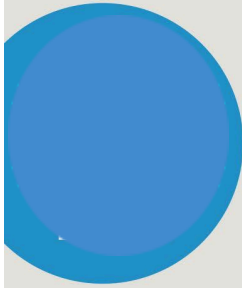




# Internal Funding Opportunity

## UCD Research Culture Local Actions, Initiatives and Measures – ReCLAIM

Funding for initiatives to foster a positive and supportive research culture locally with potential for wider impact across the university



[www.ucd.ie/researchculture/reclaiminternalfunding](http://www.ucd.ie/researchculture/reclaiminternalfunding)



## Frequently Asked Questions (FAQ)

Can I apply with more than one project?

Applicants can only apply once in a given round.

I'm a Technical Officer with an idea for a project, can I apply under this scheme?

The ReCLAIM scheme is open to applications from UCD graduate research students, technical officers, research managers/administrators, post-doctoral research associates, research fellows, other research-funded staff, and faculty.

I have developed a relationship with an organisation who would be willing to collaborate on a project, is it possible to bring them in on my application?

Applicants may include external collaborators if there is good reason for their inclusion in the proposed project.

My project team includes one research fellow whose contract expires during the course of our proposed project – will this create any difficulty?

Each project team must have a lead whose contract or, in the case of graduate students, registration spans the full duration of the project.

What if our project lead's contract / registration period ends before the end of the project?

Project leads must not transfer an award to any other person. If the project is given joint leadership from the outset, in exceptional circumstances a lead grant-holder may transfer the grant to these named individuals.

I am planning to purchase equipment as part of my project, who will have ownership of that equipment should the project be awarded funding?

Ownership and maintenance of the equipment will be in the hands of UCD.

Our project would need a dedicated office, will the grant cover the provision of workspace?

The provision of workspace is not within the scope of this funding scheme. Any additional needs in this regard must be organised independently.

I have already begun aspects of my proposed project, if I am awarded funding can I be reimbursed for these costs?

Applicants may not apply for reimbursement of expenses incurred before notification of the award.

If a new development happens over the course of the project, can I shift funds towards this new element?

Funding must be used on the initially proposed activities only. Within this scope, up to €250 or 20% of the budget (whichever is higher) can be moved between budget categories without seeking permission.

Can I get a top-up of funding to address a new project area?

No additional sums will be added to the award.

What can I do if the project encounters an unanticipated change or obstacle?

Awardees may contact [research.culture@ucd.ie](mailto:research.culture@ucd.ie) with an amendment request no later than one month before the end of the agreed project timeline.

I have gone over the agreed budget, what happens next?

Any additional spending will be charged to the school of the grantee.

Why does the application system create 2 budget years when my budget is only for 1 year?

A year-long project should be reflected in the start and end date of the project. For example if the start date of a year long project is 1 May 2024 then the end date should be 30 April 2025 in order to avoid creating another budget year.

I have money left over, where should this go?

Any additional money will be returned to the Wellcome Grant within 3 months of the end of the project or on immediate cessation of the project for reasons resulting in incompleteness.

I have finished my project, what next?

Please submit a budget reconciliation with details of the actual expenditure compared with the proposed budget as planned at the beginning.