



**RESEARCH IRELAND  
DISCOVER PROGRAMME CALL 2026**



An Roinn Oideachais  
agus Óige  
Department of Education  
and Youth

## Call Document

Key Dates	
Call open	30 <sup>th</sup> April 2026
Applicant deadline	13:00 (Irish time) 11 <sup>th</sup> June 2026
<i>Applications must be submitted via SESAME, Research Irelands online grants and awards management system</i>	

*Call document updated on 30/04/2026*



An Roinn Breisoideachais agus Ardoideachais,  
Taighde, Nuálaíochta agus Eolaíochta  
Department of Further and Higher Education,  
Research, Innovation and Science

**Terms of Reference**

*While every effort has been made to ensure the accuracy and reliability of this document, it is provided for information purposes only and as a guide to expected developments. It is not intended, and should not be relied upon, as any form of warranty, representation, undertaking, contractual, or other commitment binding in law upon Research Ireland, the Government of Ireland, or any of their respective servants or agents. Research Ireland Terms & Conditions (inclusive of the Research Ireland Discover Grant Terms & Conditions, Letters of Offer and Research Ireland Policy documents) shall govern the administration of Research Ireland grants and awards to the exclusion of this and any other oral, written, or recorded statement.*

*All responses to this Call for Submission of Proposals will be treated in confidence and no information contained therein will be communicated to any third party without the written permission of the applicant except insofar as is specifically required for the consideration and evaluation of the proposal or as may be required under law, including the including the Research and Innovation Act 2024 and the Freedom of Information Acts 1997, (Amendment) 2003 and 2014.*

**Webinar and Informal Consultation Sessions**

A pre-recorded webinar on the Research Ireland Discover Programme Call 2026 will shortly be made available on the relevant page on [www.researchireland.ie](http://www.researchireland.ie). If you have any questions regarding the Research Ireland Discover Programme Call 2026 that are not addressed in the webinar or Programme Call document, please email these to [discover.programme@researchireland.ie](mailto:discover.programme@researchireland.ie) and we will compile Frequently Asked Questions (FAQ) which will be made available on our website.

Research Ireland welcomes requests for meetings to discuss the Research Ireland Discover Programme Call 2026. In particular, we welcome discussion with community and youth work organisations who have expertise in working with communities that are under-represented in Research. If you wish to arrange a meeting, please email [discover.programme@researchireland.ie](mailto:discover.programme@researchireland.ie). Please note that these consultations should not be scheduled in place of reading the Research Ireland Discover Programme Call 2026 documents or viewing the webinar. They should be used for any subsequent clarifications.



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## About Research Ireland

Taighde Éireann - Research Ireland (“Research Ireland”) is the national research and innovation funding agency which was established on 1 August 2024. Established under the Research and Innovation Act 2024, Research Ireland is an agency of the Department of Further and Higher Education, Research Innovation and Science.

### 1. Introduction

Research Ireland funds research and innovation that benefits society. The Research Ireland Discover Programme supports organisations to develop and deliver **education and public engagement projects** that aim to broaden participation and engagement of the public with research and innovation.

In line with Research Ireland’s strategy [Curiosity, Capability, Competitiveness, Charting Ireland’s Research and Innovation Future 2026-2030](#), the programme will prioritise public engagement and will help grow opportunities for engaged research. It will facilitate stronger connections between researchers, public policy, and wider research users and performers to achieve tangible improvements in people’s lives. The programme includes a co-funding partnership with the Department of Education and Youth which focuses on areas highlighted in the [STEM Education Policy Statement](#) and [STEM Education Implementation Plan](#). Importantly, this year the Discover Programme extends beyond STEM and is open to engagement with all research disciplines<sup>1</sup>.

The programme addresses critical areas such as broadening participation and ensuring equity of access, promoting climate action and sustainability, and encouraging co-creation with stakeholder groups. By engaging with community partners, the programme can help access diverse groups to enhance, understand, or investigate issues of societal interest or concern.

In particular, the Research Ireland Discover Programme Call strives to advance the principles of equality, diversity and inclusion within research and innovation by broadening participation, both geographically, and amongst less represented voices.

Research Ireland welcomes and strongly encourages interdisciplinary and transdisciplinary projects that brings together diverse perspectives and expertise. We welcome projects that embrace wider partnerships and contributions from across media, education, youth and/or community work sectors. Research Ireland is keen to push the boundaries of participation and welcomes novel approaches to engaging people, in ways that are most suited to them.

A comprehensive review of the Discover Programme Call is scheduled to take place in late 2026. A series of interim modifications have been implemented in this year’s Programme Call as transitional measures pending completion of the full review.

This year Research Ireland will **prioritise the allocation of a larger number of Category 1 one-year awards**. This approach is designed to facilitate broad participation in this year’s Programme Call while the review is underway. **A limited number of Category 2 two-year awards** will be granted (approximately four depending on available budget). Research Ireland recognises the importance of

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<sup>1</sup> Including but not limited to Anthropology; Archaeology; Business & Management; Celtic Studies; Classics; Cultural Studies Economics; Education; Engineering; Environmental Studies; Equality Studies; Film Studies; Folklore Studies; Geography; History; Languages; Law; Linguistics; Literature; Maths; Media; Musicology; Philosophy; Politics; Psychology; Science; Sociology ;Space Related; STEAM ;Technology; Theatre Studies; Theology.



sustaining successful initiatives that play a significant role in the public engagement ecosystem and these awards are intended to provide stability during this transitional year.

As per Research Ireland's Grant Conditions (inclusive of the Research Ireland Discover Programme Grant Terms & Conditions, Letters of Offer and Research Ireland Policy documents), all Research Ireland funding granted under this Programme Call is subject to, and must be compliant with, State aid legislation based on Article 107(1) of the Treaty on the Functioning of the European Union (TFEU)<sup>2</sup>. **Applicants are required to assess whether they believe State aid will be a factor before applying under this Programme Call and must outline in their application to Research Ireland whether they believe State aid will or will not apply to a project.** Where State aid does apply to a project, Research Ireland may grant funds to successful applicants in accordance with the *De Minimis* Regulation.<sup>3</sup> *De minimis* aid refers to small amounts of State aid that is considered to have a negligible impact on trade and competition and therefore does not require European Commission approval. In relation to applications for all audio-visual projects, Research Ireland will only grant funds to successful applicants in accordance with the General Block Exemption Regulation (**GBER**). **See Section 5 AND Appendix A on State aid for further details.**

Research Ireland is committed to building equality, diversity, and inclusion (EDI) within the Irish research and innovation sector. The Agency recognises that excellent research stems from diverse and inclusive teams, which reflect our society and the communities we serve. As such, Research Ireland aspires to support diversity through the research and research teams that it funds.

In Research Ireland's External Equality, Diversity, and Inclusion (EDI) Strategy 2023-2028<sup>4</sup>, increasing the number of women and members of Historically Underserved Communities<sup>5</sup> in Applicant Teams are key objectives. As such, women and members of Underserved Communities are strongly encouraged to apply to this programme. Further details on application submission and success rates by gender (binary) can be found for historic programmes on the Research Ireland website<sup>6</sup>.

Gender data fields on Research Ireland's Grants and Awards Management System, SESAME, have been expanded to encompass more inclusive gender identifiers. These expanded gender identifier fields support those objectives described in Research Ireland's External EDI Strategy, which aims to be a key driver of an inclusive research culture, lead in minimising barriers to participation in the research endeavour and ensure that its investment reflects the input of researchers that are representative of society, and thus the outputs are relevant to society. Gender data gathered will inform the diversity of the applicant group. It will help to inform future iterations of this and similar programme Calls. The data gathered will also inform how we can best improve the representation of other Historically Underserved Communities, including individuals from underrepresented genders, in our portfolio of grants awarded.

<sup>2</sup> [Commission Notice on the notion of State aid as referred to in Article 107\(1\) of the Treaty on the Functioning of the European Union](#)

<sup>3</sup> Commission Regulation No 2023/2831 of 13 December 2023 in the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to *de Minimis* aid (***De Minimis Regulation***) <https://eur-lex.europa.eu/eli/reg/2023/2831/oj/eng>

<sup>4</sup> [Equality, Diversity, and Inclusion | Research Ireland](#)

<sup>5</sup> For the purposes of this Strategy, Historically Underserved Community encompasses a broad and diverse range of historically marginalised groups including but not limited to the nine protected grounds established in the [Equal Status Acts 2000-2018](#) and socioeconomic status.

<sup>6</sup> [Equality, Diversity, and Inclusion | Research Ireland](#)



## 2. Programme Details

### 2.1 Programme Objectives

The overarching purpose of the Research Ireland Discover Programme Call is to strengthen the engagement of the research and innovation system with society in general. Through education and public engagement activities, it will highlight pathways into research and innovation careers, while also fostering informed dialogue on the broader role of research and innovation in shaping our lives and environment. Particular focus should be given to the special consideration areas of broadening participation and equity of access, climate action and sustainability, and co-creation (see Special Consideration Section 2.2).

More specifically, the programme aims to support projects that address one or more of the following objectives, namely projects that:

- Inspire and create greater public awareness of the impact of research and innovation for society and its connection and contribution to everyday life.
- Stimulate and create debate and dialogue amongst the public, and opportunities for dialogue with research and innovation experts, on topics of societal importance where research and innovation have a key role.
- Use creative and novel ways to involve those who would not typically engage with research and innovation.
- Enable a broad range of civil society and community groups to engage with, and participate in research and innovation, with particular emphasis on equal access, inclusion and diversity.
- Provide insights into research and innovation related careers and discoveries, while breaking down any barriers to entry including negative stereotypes.
- Support projects which develop capacity and skills for the delivery of research and innovation public engagement in Ireland.
- Build an awareness, curiosity and confidence in research methods through relevant/relatable experiences.

Applicants are expected to address one or more of these objectives in their proposal and will be asked to evaluate and report on achievement of outcomes relating to the selected objective(s) at the end of the project/initiative. In all cases, projects/initiatives should clearly demonstrate how they are informed by best practice in the field.

**Please note:** Research Ireland does not expect that all objectives will be relevant for every application. Therefore, it is up to the applicant to identify which objectives are most relevant to their individual project/initiative and to outline clearly how they propose to measure success against these.

### 2.2 Special Consideration

Special consideration will be given to projects/initiatives that also include one or more of the following themes or approaches. It is essential that you clearly outline how your proposal aligns with your chosen special consideration theme(s). For example, if you intend to target/include a specific group or employ a specific approach, this must be clearly articulated and evident throughout your proposal. Simply indicating the alignment will not be sufficient.



#### **A. Broadening participation and equity of access:**

Research Ireland recognises the importance of targeting groups who may be disconnected with research and innovation, and welcomes public engagement research and innovation related proposals that:

- Are designed to engage with and support the participation of geographically, socially, economically or educationally disadvantaged population groups.
- Enable the participation and engagement of persons who are disabled and/or neurodiverse
- Target adult participant groups (participating without young children) or facilitate engagement with adult education groups or community groups.
- Encourage and support participation of the LGBTQ+ Community in research and innovation.
- Address racial and ethnic inequity in research and innovation by specifically and appropriately engaging with relevant under-represented racial and ethnic minority groups.
- Encourage and promote greater gender diversity in research and innovation:

#### **B. Climate Action and Sustainability**

Research Ireland places an emphasis on the critical role that research and innovation must play on issues concerning climate change, biodiversity, the circular economy, and environmental sustainability.

#### **C. Co-Creation**

Projects/initiatives which include a strong element of co-creation with their target participant groups are encouraged. The principle of co-creation is the process of creating new initiatives **with** people and **not for** them. In the context of the Research Ireland Discover Programme Call 2026 we refer to co-creation as engaging with participant groups in the design, development, production and delivery phases of projects/initiatives. By working in this way, applicants will aim to gather the necessary insight to deliver an effective high-quality project that is entirely relevant and agreeable to the target groups involved. Applicants may include co-creation throughout their entire project/initiative or, as applicable, to a specific element. Applicants should ensure that if applied to a specific element, co-creation needs to involve ownership end-to-end for participants for that element and is not simply a form of public consultation. This application of co-creation will be particularly welcome where applicants are attempting to broaden participation in research and innovation amongst groups currently under-represented in the field.

Individual applicant should determine if their project will benefit from co-creation and if so, where this might be most relevant and impactful.

In all projects/initiatives, whether engaging in co-creation or not, applicants must ensure that they have a clear plan to formatively evaluate the project/initiative.

### **2.3 Sustaining Excellence**

Sustaining excellence is a high priority for Research Ireland, applicants should be aware that reliance on funding through the Research Ireland Discover Programme Call in the long-term cannot be guaranteed. The long-term sustainability of a project should be considered and outlined by applicants where



appropriate i.e. if your project will continue beyond this funding Programme call. Proposals that include clear plans for leveraging additional investment from other sources and/or plans for ensuring financial viability of the project/initiative beyond the Research Ireland Discover Programme funding period will therefore be particularly welcome and favourably reviewed, once all other criteria have been met. Furthermore, as part of the application process, applicants will be asked to comment on their track record and the impact of receiving Discover funding and to provide a rationale, where relevant, as to why Research Ireland should continue to fund a project/initiative. This will form part of the review process.

## 2.4 Application Categories

This year Research Ireland are prioritising **the allocation of a larger number of Project Funding, 1 one-year awards**. Applicants should bear this in mind when considering which award category best suits their proposal.

The Research Ireland Discover Programme Call 2026 includes the following application categories which are described below in more detail.

Project Funding	Sustaining Regional or National Initiative Funding
(12 months)	Sustaining Regional or National Initiative Funding (12 months)  Sustaining Regional or National Initiative Funding (24 months)
Up to a maximum of €75,000	Up to a maximum of €300,000 over a maximum of two years (2027/2028)
Additional project-related administrative expenses allowable <b>up to</b> 15% of total direct funding requested.	Additional project/initiative related administrative expenses <b>up to</b> 15% of total project / initiative funding requested up to a <b>maximum of €30,000</b> over the duration of the award.
Projects must be completed within 2027	Initiatives may request single or multi-annual funding (for 2027 or 2027/2028)  If an applicant wishes to request more than the maximum allowable budget of €300,000 over a maximum of two years, a strongly justified case for exceeding this limit (including evidence of <b>fully matched cash funding</b> for the full amount requested) must be submitted in the application form.
All applications are subject to, and are required to comply with, State aid rules (see <b>Section 5</b> for further details)	
Applicants are advised that projects with a <b>space science or space exploration or Earth observation</b> context are encouraged under this Call and may be reviewed in association with the <b>European Space Education Resource Office (ESERO) Ireland</b> . If your project uses space as a context, you must discuss this with the ESERO Ireland office contact ( <b>Contact: <a href="mailto:eseroireland@researchireland.ie">eseroireland@researchireland.ie</a></b> ) in advance of submission to the Discover Programme Call. Failure to do so may result in your application being deemed ineligible.	

### 2.4.1 Project Funding

Project funding up to €75,000 for a maximum of one year, i.e., 2027. Funding under this category may be requested for projects that support education and public engagement in research and innovation in Ireland by developing and extending capacity in this area and also exploring and encouraging novel means



of public engagement. In addition, project-related administrative expenses *up to* 15% of the total direct project funding sought can be requested. See Section 4 on Eligible Costs for further details.

#### 2.4.2 Sustaining Regional or National Initiative (12 or 24 months)

Sustaining Regional or National Initiative funding of up to €300,000 over a maximum 24 months for an initiative of significant scale that will have, at a minimum, regional, or national impact and which clearly aligns to the Programme Call objectives outlined in **Section 2.1**. These initiatives require longer-term investment to allow for their delivery. This category is reserved for established, high impact programmes that play a key role in Ireland's public engagement landscape. Only initiatives that can clearly demonstrate an established track record, evidenced impact, robust evaluation data, and strong regional or national reach will be considered.

Eligibility for Sustaining Regional or National Initiatives is **highly restricted** and applies solely to initiatives that fully satisfy the defined requirements for this category. Initiatives must meet all eligibility criteria to be considered.

This longer-term commitment from Research Ireland should be viewed as seed funding to facilitate greater leverage of investment from other partners which will help with future planning and sustainability. Applicants are therefore required to demonstrate the plan to financially sustain excellence and impact of their initiative at the end of the funding period as appropriate.

Applicants to Sustaining Regional or National Initiative funding will be required to clearly demonstrate the following:

##### 1. Proven Track Record (Minimum 4 Years)

The initiative must have been operating continuously for **at least four years**, with documented delivery of activities at regional or national scale. Applicants must show clear evidence of;

- Activity across multiple counties/regions, **or**
- A national footprint (e.g., partnerships, delivery, or audience reach).

##### 2. Evidence of previous funding secured (Minimum 4 Years)

Applicants must provide verified evidence of past funding (any funding source) that supported the running and operation of the project over a period of four or more years. This evidence must include:

- The total amount of funding received;
- The source(s) of that funding; and
- The timeframe during which the funding was provided.

##### 3. Robust Evidence of Impact

Applicants must provide a strong focus on evaluation and the impact of past activity including:

- Strong quantitative and qualitative data demonstrating track record to date, sustained impact, audience reach, and effectiveness.
- Evidence of Independent or external evaluation reports, highlighting the key points

##### 4. High-Quality Engagement Practice

Applicants must demonstrate that they have considered how they will, or have, developed the initiative based on best practice methods in engagement.



## 5. Critical Reflection into Programme design

Applicants must show how the programme is developing/improving.

## 6. Evolving Cost Model /Partnerships

The initiative must demonstrate how the programme is evolving its cost model and addressing issues related to long-term sustainability – e.g., through attracting partnerships that create future long-term sustainability and/or having processes to manage potentially intermittent funding.

Total funding requests in excess of €300,000 may be considered but applicants must provide **matched** cash funding, as opposed to in-kind, for the full amount requested and a strong justification for the scale of the request. If you intend to apply for more than €300,000, please contact the Discover Programme Call Manager at [discover.programme@ResearchIreland.ie](mailto:discover.programme@ResearchIreland.ie) in advance of submission.

In addition, proposal related administrative expenses up to 15% of the total direct initiative funding sought can be requested up to a **maximum of €30,000**. See Section 4 on Eligible Costs for further details.

Pilot projects, new concepts, or programmes without multi-year evidence **are not eligible** for this category.

## 2.5 Partnerships

### 2.5.1. Co-Funding Partnership with the Department of Education and Youth

The Research Ireland Discover Programme Call includes a co-funding partnership with the Department of Education and Youth. The partnership is based on alignments to areas as identified under the STEM Education Policy Statement and [STEM Education Implementation Plan](#) and are of particular significance to the Department of Education.

All relevant STEM proposals with an education theme **must** align to one or more of the Department of Education and Youth themes outlined below (including those with relevant space-related content aligned with ESERO Ireland guidelines (see **2.5.2 ESERO Ireland: Space related content**)). In addition, these applicants will be asked to outline how and where their proposal sits within the current education landscape. Applicants should consider the following:

- An awareness of the Irish education landscape ensuring that your proposal is complementary to the formal education system;
- Are there potential long-term, sustainable benefits to the target audience and wider education community in terms of teaching and learning of STEM subjects?
- Relevance of the proposal to the target audience(s).
- Does the proposal include a realistic assessment of the benefits to the target audience?
- Are there other similar offerings in your geographical area or aimed at the same target audience?

Following the submission of proposals, Research Ireland will reach agreement with the Department of Education and Youth to determine which proposals may be supported through the partnership. All applications that align to the interest areas outlined by the Department of Education and Youth will be considered. Partnership and non-partnership applications to this call will be treated equally in the review process.

**Note:** Environmental and Sustainability Education (ESD) projects are not eligible under this partnership.



Research Ireland and the Department of Education and Youth welcome applications for programmes that:

- **Focus on increasing awareness of STEM topics and development of key skills**

These proposals should increase access to STEM education by promoting key skills (such as problem-solving, computational thinking, and collaboration) and raising awareness of STEM subjects. Projects could include hands-on workshops, interactive sessions, or other engaging activities that provide sustained contact with role models and mentors. Programmes can target learners across different age groups, with a particular focus on engaging girls in STEM. Successful proposals will clearly demonstrate how they will increase learners' awareness and understanding of STEM, develop key skills, and provide meaningful, measurable impact. Projects that are sustained over time, rather than one-off sessions, are especially encouraged.

- **Increase awareness of STEM careers and pathways**

The programme could focus on the provision of resources to include information on STEM careers and direct interventions with teachers/learners and parents.

These proposals should raise awareness of STEM careers, subject choices, and pathways for learners, their teachers, and their parents/guardians. Projects could target learners before the transition from primary to post-primary school, when subject-choice discussions with parents/guardians usually occur.

Proposals could include activities such as workshops, mentoring sessions, career talks, job-shadowing opportunities, virtual tours of STEM workplaces, or the provision of tailored resources for learners, teachers, and families. Successful projects will clearly show how they will increase learners' knowledge of STEM careers, support informed subject choices, and foster confidence in exploring STEM pathways.

- **Seek to increase STEM awareness with families**

These proposals should increase awareness and appreciation of the importance, value and opportunity in STEM for families. Parents/guardians and families can have a profound impact on children's learning, interests and educational and career outcomes. When families lack confidence with STEM, children may miss opportunities to develop a positive STEM identity and engagement.

Projects could include fun, interactive, and hands-on activities for both children and adults, such as family STEM workshops, experiments, challenges, or digital resources. Successful proposals will demonstrate how the programme will increase family confidence in STEM, support positive discussions about STEM at home, and foster children's curiosity and engagement.

- **Provide connections between STEM and the Arts**

These projects should promote cross-disciplinary learning and creativity by integrating one or more arts disciplines (for example, literature, music, drama, or visual arts) with one or more STEM subjects. Quality arts education and practice should be an integral part of the project, not simply an add-on to STEM learning.

Proposals could include hands-on projects, collaborative workshops, performances, exhibitions, or digital creations that allow learners to explore STEM concepts through artistic processes. Successful projects will clearly show how they enhance creativity, problem-solving, collaboration, and engagement in both STEM and the Arts.



Projects that engage learners over time, involve collaboration between STEM and Arts educators or practitioners, and provide opportunities for meaningful outputs or experiences are particularly encouraged.

By submitting an application to the Discover Programme Call, an applicant is accepting that Research Ireland has the right to share information (including the application and any post-award reports submitted to Research Ireland) with co-funding partners, on a confidential basis, without the need to obtain any further consents from such applicants.

### **2.5.2 ESERO Ireland: Space Related content**

Applicants are advised that projects with a space science or space exploration context are encouraged under this Programme call and will be reviewed in association with the European Space Education Resource Office (ESERO) Ireland. If your project uses space as a context, you must discuss this with the ESERO Ireland office contact (**Contact:** [eseroireland@researchireland.ie](mailto:eseroireland@researchireland.ie)) in advance of submission to the Discover Programme Call. Failure to do so may result in your application being deemed ineligible.

The ESERO Ireland office will assist in identifying whether your project meets ESERO Ireland objectives, and whether there may be opportunities to collaborate with ESERO Ireland. Collaboration may involve your project outputs being reported to the European Space Agency and the output being branded as ESERO Ireland in partnership with your organisation.

The ESERO objectives are to use Space as a context:

- to enhance the literacy and competence of young people in science, technology, engineering and mathematics (STEM)
- to motivate and enable young Europeans to pursue a career in the STEM field, in the space domain in particular
- to increase young people's awareness of the importance of space research, exploration and applications in modern society and economy

See [www.esero.ie](http://www.esero.ie) for examples of current activities. We welcome applications for both educational and public engagement activities. Education activities must align with the outlined themes in section **2.5.1. Co-Funding Partnership with the Department of Education.**

### **2.6 Audio-Visual Projects**

The Discover Programme has supported a range of audio-visual projects, and in particular broadcast projects, in the research and innovation education and public engagement field that have supported embedding more scientific data and experience within culturally relevant programmes. They require a collaborative approach to production, involving both scientific and production expertise.

Research Ireland will also continue to invite audio-visual (film, tv, radio, podcasts and animation) proposals through the Research Ireland Discover Programme Call that are aligned to specific areas. These projects should clearly indicate the research and innovation collaborators or experts contributing to the development of the project and outline the role these collaborators will play. Proposals should also clearly identify how they will be scheduled (shown to the audience) in the proposal, including support from a broadcaster or distribution partner.



Applicants applying for funding for Audio-Visual projects are subject to, and must comply with, State aid rules and the provisions of the General Block Exemption Regulation (GBER)<sup>7</sup> under Article 54 Aid schemes for audio-visual works and the enabling legislation of Research Ireland. Please see Section 5 on State aid for further details.

### 3. Who Can Apply?

This Programme Call is open to a wide range of people and organisations. Applications must be submitted by organisations based in the Republic of Ireland<sup>8</sup>. Organisations may partner with groups internationally. Organisations are defined in the Discover Programme Call Terms and Conditions, and in line with the Research Ireland Eligible Research Bodies Policy, available [here](#).

Funding for **Research Ireland Centres, Co-Centres or Strategic Partnerships** is restricted. Any proposal submitted must be significantly different from the core EPE activity undertaken. Therefore, Team members from any of these entities who propose to submit an application to the Discover Programme Call must first complete and submit a proposal overview form. The form is available in the Download section on the Discover Programme Call web page. Written confirmation in the form of an email from the Research Ireland Discover Programme Call Manager to confirm eligibility **in advance of the submission of an application** is required. It is recommended that you complete and submit this short form as soon as possible AND before commencing your application. Forms must be submitted to [discover.programme@researchireland.ie](mailto:discover.programme@researchireland.ie) by 13.00 (Irish time) 28<sup>th</sup> May<sup>th</sup> 2026 at the latest. Failure to complete the above step may result in your application being deemed ineligible.

All projects must be represented by a **Project Lead**. The Project Lead is the person who is responsible for the main intellectual input, direction and ownership of, the outcomes if the application is successful. The Project Lead has primary responsibility and accountability for carrying out the programme of work within the funding limits awarded and in accordance with the Research Ireland Discover Programme Call General Terms & Conditions. The Project Lead will serve as the primary point of contact for Research Ireland on the award, during the review process and, if successful, during the course of the award.

Research Ireland has a list of **Eligible Research Bodies** – check list of Eligible Research Bodies [here](#). If your organisation is included on this list, then your application must be stamped and signed off by the appropriate officer (typically the Research Office) within your organisation using the Eligible Research Body Cover Sheet available on SESAME, Research Ireland’s online grants and awards management system.

Applications are also welcome from **other bodies** (i.e. any organisation not included on the above list). There are **two categories of other bodies** which can become eligible for the Research Ireland Discover Programme Call 2026:

a) **State Body** (e.g. city or county council)

To become eligible for the Research Ireland Discover Call 2026, your application must be stamped and signed off by the appropriate person (senior executive) within your organisation using the “*Other Bodies - State Body*” Cover Sheet available on SESAME. A senior executive

<sup>7</sup> [EU Commission Regulation \(EC\) No. 651/2014](#) as amended by [Commission Regulation \(EU\) 2023/1315](#) (referred to collectively as the "GBER")

<sup>8</sup> Organisations based in Ireland must be able to demonstrate that they maintain an operational office within the Republic of Ireland. Organisations should also preferably be registered in the Republic of Ireland. If your organisation does not meet these criteria, please contact [discover.programme@researchireland.ie](mailto:discover.programme@researchireland.ie) in advance of submitting an application.



within the organisation is required to sign the cover sheet to indicate the organisation's support for the application.

b) **Other Body** (i.e. not an Eligible Research Body or a State Body)

To become eligible for the Discover Call 2026, applicants in this group are required

- complete the Strategic Eligibility Form available on SESAME, providing details of the organisation's status, registration number, auditors, solicitors, and bankers
- provide details of the organisation structure detailing positions and names of post holders
- provide a copy of the most recent annual report (if appropriate, i.e., if your organisation is required to publish an annual report). If your organisation is not required to publish an annual report, please complete, and sign confirmation of no annual report (available to download on SESAME)
- provide a signed copy of the most recent Audited Financial Statements (if applicable) <sup>9</sup>
- provide the completed and signed Letter of Solvency (available to download on SESAME)
- provide the completed and signed Declaration of Bona Fides (available to download on SESAME).

**Please Note: All of the above information must be included. Failure to provide the required eligibility documentation outlined above, and as relevant for your organisation, will result in your application being deemed ineligible.**

Applications will only be accepted from an organisation meeting the eligibility criteria outlined above. Typically, these include academic institutions, charitable bodies, not-for-profit organisations or commercial companies.

### **Additional Eligibility Considerations**

#### **See Also Section 5 for State aid eligibility considerations.**

Under the **GBER**, Research Ireland cannot provide funding for undertakings in difficulty<sup>10</sup>. Organisations will be required to confidentially provide additional financial information/declarations to Research Ireland. These documents will be used by Research Ireland to determine eligibility of the company to receive State aid.

If work begins before the applicant has submitted a written application to Research Ireland, the initiative/project will be ineligible for State aid. See Appendix A for full details.

Applicants may submit more than one grant application under the Programme Call to Research Ireland at any one time, provided the proposals are clearly differentiated. A statement of time commitment may be required to ensure adequate resourcing is possible.

Applications will **not** be accepted from individuals and/or sole traders.

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<sup>9</sup> If your organisation is not required to produce audited accounts, management accounts signed off by an accountant will be accepted. Please contact [Discover.programme@researchireland.ie](mailto:Discover.programme@researchireland.ie) if you have any queries in relation to this requirement.

<sup>10</sup> article 2, no. 18 of COMMISSION REGULATION (EU) No 651/2014 of 17 June 2014



Inclusion of unsolicited documentation will result in your proposal being deemed ineligible. Applications that include such unsolicited documentation will not be sent for review (for example is you upload additional information in the upload section in place of an annual report)

Regional or County Science Week Festivals are not eligible to apply for funding under this Programme Call. A separate Science Week Call is published by Research Ireland on an annual basis. To receive regular updates on Research Ireland's activities please sign up to Research Ireland e-alerts <https://www.researchireland.ie/subscribe/>

**If you have any doubt about your organisation's status, please email [discover.programme@researchireland.ie](mailto:discover.programme@researchireland.ie) for clarification. This *must be done in good time before the closing date (minimum seven days)* to ensure that your application can be completed and submitted before the deadline, as no exceptions can be made in relation to the submission date for this, or any other, reason.**

#### 4. Eligible Costs

Total project costs must include ALL costs of the project including project lead/team time.

In all categories partner contributions, financial or otherwise (in-kind), should be demonstrated and all costs must be justified and will be subject to cost scrutiny. Other sources of funding (including In-Kind support) must be clearly identified in the application including any income to be derived from the project, if relevant.

Research Ireland encourages and expects to see in relevant proposals a sustainable programme that considers environmentally friendly actions and minimises waste (e.g. avoiding unnecessary merchandise, single use items, especially plastic ones etc.)

**Any letters of support provided with this application must include details of the financial commitment from partners, as appropriate.** Failure to include the correct/relevant letters of support will result in the partner contributions being discounted and may impact on the review in terms of financial sustainability.

The schedule of funding will be set out in the Letter of Offer.

Costs requested can include:

- **Project management**
- **Direct activity and production costs**
- **Consumables**
- **Training**
- **Expenses**
- **Marketing and promotion**
- **Quality assurance evaluation**
- **Access requirements**
- **Administrative expenses**



**Detailed Budget Guidance on Eligible and Ineligible costs is available in Appendix B. This includes detailed information on eligible costs and specific obligations including aid intensities for applications applying for State aid in line with the GBER or de Minimis aid; see Appendix A.**

Queries relating to cost eligibility should be sent to Research Ireland at [discover.programme@researchireland.ie](mailto:discover.programme@researchireland.ie) prior to submission.

## 5. State Aid Regulations

As per Research Ireland's Grant Conditions (inclusive of the Research Ireland Discover Grant Terms & Conditions, Letters of Offer and Research Ireland Policy documents), all Research Ireland funding granted is subject to, and must be compliant with, State aid legislation based on Article 107(1) of the Treaty on the Functioning of the European Union (TFEU<sup>11</sup>).

Applicants are required to assess whether they believe State aid will be a factor before applying under this Call and must outline in their application the reasons why they believe State aid will, or will not, apply to a project.

In general, State aid will **not be deemed to be a concern** where a project does not involve an "economic activity", the recipient is not considered an "undertaking"<sup>12</sup>, or for example where a project has no (or at most marginal) foreseeable effects on cross-border trade (i.e., has only a *purely local* impact<sup>13</sup>).

Where an applicant separately pursues economic activities but the project, for which a Research Ireland grant is being sought, involves non-economic activities, applicants must ensure that the financing, the costs and the revenues of those economic activities be accounted for separately to avoid cross subsidisation.

Where State aid does apply to a project, Research Ireland may grant funds to successful applicants in accordance with the *De Minimis* Regulation<sup>14</sup>. De minimis aid refers small amounts of State aid that is considered to have a negligible impact on trade and competition and therefore does not require European Commission approval. In relation to applications for all audio-visual projects, Research Ireland will only grant funds to successful applicants in accordance with the **GBER**. Details of the Research Ireland Research and Innovation GBER Scheme are available [here](#).

To assess whether a State aid exemption applies, it may be necessary for Research Ireland to request further information from applicants going beyond that provided in any application. Applicants should note that where further information is requested, replies should be consistent with, and reconcile to, information already provided, including financials.

<sup>11</sup> See [Commission Notice on the notion of State aid](#) as referred to in Article 107(1) of the Treaty on the Functioning of the European Union for further guidance on what constitutes State aid.

<sup>12</sup> Under the State aid rules, an "undertaking" is an entity which is engaged in an economic activity, regardless of its legal status and the way in it is financed. An activity is economic when it involves "offering goods or services on a market". The fact that goods or services are not offered by private entities does not prevent them being characterised as an economic activity provided it is *possible* for them to be carried out by economic agents (i.e., where there is a market in comparable goods or services).

<sup>13</sup> Commission gives guidance on local public support measures that do not constitute state aid (21 September 2016, and 29 April 2015)

<sup>14</sup> Commission Regulation No 2023/2831 of 13 December 2023 in the application of Articles 107 and 108 of the Treaty on the Functioning of the European Union to de Minimis aid (**De Minimis Regulation**) [Regulation - EU - 2023/2831 - EN - EUR-Lex](#)



For all applications where State aid is confirmed, Research Ireland will notify the appropriate bodies at the point of awarding the grant, as required by prevailing State aid guidance. Additional financial reporting may be requested at intervals over the duration of the grant.

Under the **GBER** Research Ireland cannot provide funding for undertakings in difficulty. Such organisations will be required to confidentially provide additional financial information/declarations to Research Ireland. These documents will be used by Research Ireland to determine eligibility of the organisation to receive State aid.

If work begins before the applicant has submitted a written application to Research Ireland the initiative/project will be ineligible for State aid.

See Appendix A for full details and requirements concerning De Minimis aid and applications being made under the GBER, including all Audio-Visual projects.

## 6. General Call Criteria

### 6.1 Alignment with Research Ireland and Call Objectives

All applicants should demonstrate how the proposal is aligned to one or more of the Call objectives outlined in **Section 2.1**.

- how they have evaluated the need for the proposed activity and have defined the target audience
- how the programme is excellent and impactful and why it will be effective
- how they plan to formatively evaluate the proposed activity, including how they will monitor, measure and evaluate if they have succeeded in meeting the project/initiative objectives
- how the proposal is informed by best practice in the field.

Applicants will be required to categorise their proposal on SESAME to outline which format it best describes - formal, non-formal or informal (see descriptions in the box below). In the case of proposals which have multiple strands you will be required to select a primary and secondary format.

<b>Formal education</b>	Learning that occurs in an organised and structured education or skills development system.
<b>Non-formal education</b>	Learning that takes place outside a formal education or skills development system, but still has some organisational structure. Non-formal learning is intentional from the learner's point of view.
<b>Informal education or public engagement</b>	Learning resulting from daily activities related to work, family or leisure. Informal learning is usually unintentional from the learner's point of view.

### 6.2 Outputs

Applicants are expected to have investigated and explored best practices in research and innovation education and public engagement and to ensure their proposal adheres to these best practices. Applications are welcome for projects which promote engagement with research and innovation through proven, robust methods or pilot novel methods to test proof of concepts. Evidence of this should be demonstrated in the application.



Project/initiative activities and outputs may include:

- Broadcast or media including TV, film, animation or radio.
- Digital content (on pervasive platforms) with high audience reach including websites, social media campaigns and multi-platform projects, for example, a project supported by an app, website etc.
- Creation of classroom activities, teaching materials or development of teaching methods. Note that these activities to be delivered in classrooms or to teachers **must** demonstrate evidence and rationale of a direct link to the relevant curricula and why teachers would engage in the programme, in an already packed timetable. Details of how these outputs will be disseminated and scaled must also be provided.
- Novel projects that encourage general public engagement with research and innovation– to create dialogue with the public and introduce research and innovation into the community to create these conversations.
- Projects that embrace wider partnership - interdisciplinary and transdisciplinary projects are encouraged.
- STEAM Project
- Exhibitions, theatre and museum outreach.
- Activities that support national research and innovation festivals (Science Week, Tech Week, Engineers Week, Maths Week, Space Week), in particular with communities and in regions where there is little, or no research and innovation engagement.
- Workshops, events, debates and discussions.
- Games or apps.
- Informal learning activities that encourage children and young people to engage with, and participate in, research and innovation activities outside the formal education system.
- Aspects of **Citizen Science**<sup>15</sup> projects.  
Applications may include funding requests for particular aspects of citizen science projects. Funding can be requested for training and engagement activities of citizen science projects but not for direct research costs, as research activity falls outside the scope of the Research Ireland Discover Programme Call.

## 7. Project Evaluation Plan

Applicants will be required to outline how their project/initiative is clearly aligned to one or more of the Programme Call objectives as defined above and detail the credibility of their proposed approach to achieve that objective.

Applicants should demonstrate how they plan to evaluate the proposed project/initiative. Applicants are required to outline in the relevant sections of their funding application the projected outputs, outcomes and expected impact of the project/initiative.

**Applicants for Sustaining Regional or National Initiative funding should ensure that they adequately address the information required for this category as outlined in section 2.4.2 Applicant Categories and provide strong evidence to support the justification for continued Research Ireland funding.**

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<sup>15</sup> The European Commission advises that citizen science should be understood broadly, covering a range of different levels of participation, from raising public knowledge of science, encouraging citizens to participate in the scientific process by observing, gathering and processing data, right up to setting scientific agenda and co-designing and implementing science-related policies



**Research Ireland recognises that some projects/initiatives may not have had sufficient time to achieve demonstrable impact. However, projects/initiatives which have been in receipt of Discover Programme funding over a number of years, and those which undertake deep engagement, are expected to demonstrate the impact of their work. The cost of such impact evaluation is an eligible cost under this Programme Call.**

Applicants are required to provide a detailed evaluation plan based on best practice. The evaluation plan must clearly outline the method for measuring **both**:

1. the **outputs** (i.e. activities/deliverables/results)
2. the **outcomes** and the extent to which the proposed outcomes have been achieved (i.e. what has changed as a result of what they have done).

Research Ireland recommends that external evaluation be factored into the project plan. Applicants should clearly indicate if they have budgeted to have their project/initiative externally evaluated and, if so, provide a detailed and clear evaluation plan. It is recommended that the evaluation expert is consulted in the development of this plan in advance of submission of the proposal.

In projects/initiatives which will not undergo external evaluation applicants must detail how they plan to objectively evaluate their project/initiative in accordance with best practice.

For further information on how to embed evaluation into all project planning stages, and to identify various methodologies for evaluation data collection, analysis and dissemination please see the [Evaluation toolkit](#). There are further useful resources in relation to evaluation, and guidance documents from Campus Engage [here](#).

Applicants will be required to submit annual and / or final reports in relation to their Award outlining the impact and outcomes of the project/initiative, including demonstrating how the project/initiative has been a success or not. Reporting templates will be provided on SESAME.

## 8. Submitting your Application

All applications must be submitted via SESAME which requires log-in details.

Helpful tips for completing your Research Ireland Discover Programme Call 2026 application and a webinar and which includes some advice for submission through SESAME, are included on the Research Ireland Discover Programme Call page on [www.researchireland.ie](http://www.researchireland.ie)

- If you are already registered on SESAME, you can log in using the same email address; following that you will be required to enter a verification code which will be sent directly to your email address once you enter your user name and password. This email will come from [noreply@Research Ireland.ie](mailto:noreply@Research Ireland.ie) and contain the code. If you do not receive this email within 5 mins, please check your spam/junk folder. Please enter the verification code and click Remember this device – your device will be remembered for 30 days. If you have any issues with logging in, please email [sesame@researchireland.ie](mailto:sesame@researchireland.ie) Please note, this mailbox is monitored for log in issues only.
- If you have forgotten your password, you can use the Forgot Password functionality to re-set it.



- If you are from an Eligible Research Body but not registered on SESAME, you should contact the Research Office in your institution to be registered.
- If you are from an Other Body and have not previously been registered with SESAME, please email the following information to [discover.programme@researchireland.ie](mailto:discover.programme@researchireland.ie):
  - Project Lead Name
  - Email address
  - Registered Company Name
  - Legal Status: (e.g. company limited by guarantee, limited company, charity etc.)
  - Trading Name
  - VAT Number

A SESAME profile will be created for you and log-in details will be emailed to the email address provided.

SESAME is accessed using the Internet; no additional software needs to be installed. You can access SESAME online from any location. The configuration of some browsers and internet infrastructure (pop-up blockers, firewalls, etc.) can restrict an individual's access to the internet and as a result to the SESAME system. If you are having any such difficulties, please contact your organisation's IT support team.

Draft applications may be amended as many times as required but once submitted no further changes can be made.

Once submitted, applications cannot be withdrawn and subsequently modified for re-submission in the same Programme Call.

**Early submission in SESAME is strongly recommended. Applicants who wait until shortly before the close of the Programme Call take serious risk of encountering submission issues. The "Submit" button will cease to be active at the indicated deadline and no late entries will be accepted.**

A checklist of requirements is provided at the end of this document.

It is the responsibility of the applicant to ensure that eligible proposals are received by Research Ireland on, or before, the deadline indicated. To safeguard against ineligibility, applicants are reminded to adhere rigorously to the guidelines in the Programme Call documentation and to review the proposal document prior to submission.

## 9. Review Process

### 9.1 Process

The submission of an application to Research Ireland shall be construed as consent by the applicants to participate in the peer review process. Following submission, applications are checked for eligibility<sup>16</sup>.

Applications considered ineligible or unaligned to the Research Ireland Discover Programme Call objectives or uncompetitive for the programme, will not be reviewed. Applicants will be notified within 8 weeks of the submission deadline if their proposal has **not** been deemed eligible for review.

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<sup>16</sup> Applications are checked for compliance with: non-technical mandatory criteria (e.g. all sections complete, page numbers not exceeded); technical mandatory criteria (e.g. any applicant eligibility requirements, alignment with the remit of the call); and any other requirements outlined in the call document.



Proposals will be assessed through an international peer review process comprising of a Virtual Panel and Moderation Panel or Sitting Panel phase, carried out by international experts and based on the criteria set out below.

Applicants whose proposals receive sufficient support based on the evaluations and ranking of the Virtual Panel will progress to the Moderation Panel or Sitting Panel phase.

As part of the Sitting Panel phase an interview between the Sitting Panel and the applicant group will be included for applicants who have applied for **Sustaining Regional or National Initiative Funding**. The emphasis of the interview will be in relation to the points outlined in **2.4.2**. Applicant whose proposals do not receive sufficient support at the first stage of review, will not progress to interview. Further details will be provided to relevant applicants in advance of the Panel meeting.

When appropriate the performance of applicants on previous Research Ireland awards, as determined through annual reports, may be taken into consideration in the decision-making process.

The decision of Research Ireland is final. Every effort has been made to develop a thorough and informed assessment process. Research Ireland reserves the right not to enter into any correspondence about the assessment process and/or any subsequent monitoring procedures.

## 9.2 Assessment Criteria

Reviewers of applications will be asked to comment on the following aspects of a grant proposal:

- The **project details** (clarity around the project details, objectives and alignment to Research Ireland Discover Programme Call 2026 objectives, quality indicators, content, target participant groups and suitability of venues/facilities). Special consideration and weighting will be given in the review process to projects targeting specific themes/approaches, as outlined in Section 2.6.
- **Sustaining Regional/National Initiatives** – assessment will include strong regional or national reach, evidence-based justification on an established track record, evidenced impact and robust evaluation data, evidence of past funding, high-quality engagement practice, critical reflection into Programme design and the outlined plan to develop and evolve the initiative cost model.

Resubmissions: Projects/initiatives which were previously submitted but not funded under the Research Ireland Discover Programme Call will be assessed on how previous review feedback has been addressed.

- **Budget and funding** (project costs, value for money and leverage of funding from other partners, benefit of Research Ireland funding to the project). Applications for projects previously funded through the Research Ireland Discover Programme Call will also be:
  - assessed on their ability to demonstrate growing levels of impact achieved through the awards and
  - assessed on how the initiative is building on any previous Research Ireland Discover funding received to-date to move towards a more sustainable model with long-term committed partners and increased non-exchequer financial support).



- **Evaluation plans** (outputs and impacts, evaluation methodology, dissemination of learnings, strategic planning approach and appropriate exit strategy. See Section 7, Project Evaluation Plan.
- The **project team** (suitability of the project lead and any partners and whether the skills required to deliver the project successfully are evident).

## 10. Award Management

### 10.1 Reporting

Research Ireland has specific requirements for the reporting on awards that it makes. Individuals who hold the primary responsibility for reporting and who fail to comply with reporting requirements, run the risk of having their grant payments suspended and their eligibility to apply for funding in forthcoming Research Ireland Calls affected.

The Research Ireland Grants and Awards Management System, SESAME, is the primary conduit for reporting. Research Ireland Discover 2026 Project Funding awardees will be required to submit their final report by 31 March 2028. Awardees of two-year Sustaining regional/national initiative funding are required to submit a draft annual report by 15<sup>th</sup> November 2027 and to meet with the Research Ireland Discover Programme Call team before the end of year one to discuss the grant to-date and plans for the second year. A final version of this annual report must be submitted by 31 March 2028. The final report is due on 31 March 2029. Templates for these reports will be provided on SESAME.

### 10.2 Publicity and Progress

Funded organisations will be required to ensure that Research Ireland is credited and acknowledged in all promotional material in a prominent place in line with Clause 20 of the [Research Ireland Discover Programme Grant Terms & Conditions](#). In addition to Clause 20:

- Research Ireland should be acknowledged in all press materials (in the first paragraph), web site (at the top), collateral (on the front) and branding for event etc. Acknowledgement should indicate applicable Research Ireland support for specific events, speakers, lectures, etc. The Research Ireland logo and brand guidelines are available to download from the [www.researchireland.ie](http://www.researchireland.ie) website. It is essential that the Research Ireland team is kept informed of any promotional activity, project progress and media plans
- Any printed materials e.g. brochures, reports, promotional materials, banners etc., must include the Research Ireland logo in a clear and visible position in accordance with the Research Ireland brand guidelines
- The project lead shall notify Research Ireland at least 10 days in advance of any media activity (including but not limited to) photo calls, press releases, press briefings etc. pre-arranged by project lead or their Research Body.

### 10.3 Child Safeguarding

Where relevant, applicants and Organisations are required to comply with the provisions of the **Children First Act 2015**,<sup>17</sup> and the **National Guidance for the Protection and Welfare of Children 2017**.<sup>18</sup> It is the

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<sup>17</sup> <http://www.irishstatutebook.ie/eli/2015/act/36/enacted/en/pdf>

<sup>18</sup> [http://www.tusla.ie/uploads/content/Children\\_First\\_National\\_Guidance\\_2017.pdf](http://www.tusla.ie/uploads/content/Children_First_National_Guidance_2017.pdf)



responsibility of the Organisation to ensure that they are compliant with all applicable law. Applicants should note that compliance with the Children First Act is a condition of funding under the Research Ireland Discover Programme Call and confirmation of compliance will be sought before any funding can be released. Applicants are reminded to ensure the appropriate policies and procedures are in place to cover all aspects of delivery, including digital delivery to young people to avoid any delays in the payment of the grant.

#### 10.4 Data Protection

**The General Data Protection Regulation**<sup>19</sup> is a legal framework that sets out guidelines for the collection and processing of personal information of individuals within the European Union.<sup>20</sup> Applicants are advised that they must be compliant with this regulation if they collect or process personal data.

Research Ireland may collect, use and disclose personal data provided in the application and/or otherwise obtained under, or in connection with, the application for processing the submission, for the performance of its statutory powers and functions, and for the general activities of Research Ireland. Further details regarding Research Ireland's collection, use and disclosure of personal data, and the rights of individuals with respect to any personal data held by Research Ireland, are available in the Research Ireland **Privacy Policy**.<sup>21</sup>

During peer review procedures, information may be sent to external experts in countries outside of the European Economic Area, including countries that are not recognised by the European Commission as having adequate data protection laws. By submitting an application to Research Ireland, the Organisation and members of the Project Team are agreeing that they consent to the processing and transfer of personal information in this way.

During the application process or at any time thereafter, Research Ireland may contact the Organisation, the Project Lead, or any member of the Project Team with regard to funding opportunities, activities or events organised by Research Ireland or other relevant bodies, or for the purposes of monitoring and evaluation (including, but not limited to, the collection of scientific data or data relating to the application process). Research Ireland may choose to authorise a third party to contact the Organisation, the Project Lead or any member of the Project Team on its behalf.

### 11. Application Submission Checklist

To allow Research Ireland to fully evaluate completed applications you should:

- Complete all sections of the application form via SESAME, Research Ireland's online grants and awards management system.
- Upload a one-page CV, using the CV template provided on SESAME for the project lead and each of the project team members **written with relevance to this project**. In the case of a role being sought under this award a one-page job description must be included in place of a CV.
- Upload a Gantt chart to provide a timeline for key milestones in the project.
- **Eligible Research Bodies** should complete, sign, stamp and upload the Eligible Research Body cover sheet (i.e. if your organisation is listed [here](#)).

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<sup>19</sup> <https://www.dataprotection.ie/docs/GDPR/1623.htm>

<sup>20</sup> [General Data Protection Regulation \(GDPR\) Compliance Guidelines](#)

<sup>21</sup> [Privacy Policy - Research Ireland](#)



- **Other Body – State Body** (e.g. city or county council) should complete, sign, stamp and upload the "Other Body -State Body" Cover Sheet available on SESAME.
- **Other Body** (i.e. not an Eligible Research Body or a State Body) should complete, sign and upload, relevant cover sheet (**Strategic Eligibility Form**) and all required corporate / financial information as outlined in the Call Document/on SESAME.

Other Bodies Only: Complete, sign and upload the Declaration of Bona Fides (available to download from SESAME).

- Upload a description of your track record in research and innovation Education and Public Engagement (max 2 pages)
- Upload any letters of support / commitment to the project from partners if appropriate. Letters of support are only required from relevant organisations whose contribution is a key element to the delivery of the project. The level and type of funding being provided by a project partner should be indicated in their letter of support. Failure to include the correct/ relevant letters of support will result in the partner contributions being discounted and may impact on the review in terms of financial sustainability.
- Upload a Glossary of any acronyms included in your proposal.
- List of references where appropriate.

*The above checklist is for guidance purposes only and Research Ireland will not accept any responsibility for omissions from this checklist or in an application. Applicants are advised to read all the documentation in full in order to provide a comprehensive submission.*

## 12. Grant Conditions

Research Ireland Terms & Conditions for the Discover Programme Calls can be found [here](#).

### State Aid

As per Research Ireland's Grant Conditions (inclusive of the Research Ireland Discover Grant Terms & Conditions, Letters of Offer and Research Ireland Policy documents), all Research Ireland funding granted under this Call is subject to, and must be compliant with, State aid legislation based on Article 107(1) of the Treaty on the Functioning of the European Union (TFEU).

The State aid information in this Call document is provided by way of guidance only and it is not a substitute for legal or professional advice, which is the responsibility of applicants.

Guidance on State aid for applicants to and recipients of, Research Ireland grant funding can be [here](#).



## Appendix A State aid

### 1. De Minimis

Where applicants identify that State aid applies to a project, Research Ireland may award grants to successful applicants in accordance with the De Minimis regulation. The total De Minimis aid that can be given to any one undertaking over a three year period is €300,000, regardless of the source of the public funds.

Small amounts of aid to one undertaking, i.e., less than €300,000 total in any rolling three-year period (from one or multiple state sources), are considered to be so small as to have no appreciable effect on competition or trade and, under the De Minimis rule, these are exempt from the requirement to notify the aid to the European Commission.

In accordance with Commission Regulation No. 2023/2831 of 13 December 2023, where a Member State grants De Minimis aid to an organisation, it shall inform the organisation about the De Minimis character of the aid and obtain from the enterprise concerned full information about other De Minimis aid received during the previous three years. The Member State may only grant the new De Minimis aid after having checked that this will not raise the total amount of De Minimis aid received during the relevant period of three years to a level above the €300,000 ceiling (at the time of awarding the grant). If the aid being sought is provided under the European Commission Regulation on De Minimis aid, applicants will be required to provide details of all other De Minimis aid which has been granted to the organisation within the past three years as part of the application form. It should be noted that a false declaration by a company resulting in the threshold of €300,000 being exceeded could later give rise to the aid being recovered with interest.

### 2. GBER - Audio-Visual project

Audio-visual projects are invited and will be considered under the [Research and Innovation Programme 2021 – 2026](#). In general, audio-visual works (e.g., film production) is considered an economic activity capable of affecting trade between Member States.<sup>22</sup> Therefore, state-funded grants for audio-visual projects are likely to give rise to State aid. The GBER provides an exemption for certain categories of aid, if they fulfil the specific conditions, to be notified for prior approval by the European Commission, including aid for audio-visual works. Audio-visual projects under the Research Ireland Discover Programme Call are subject to, and must be compliant with, the conditions of GBER under Article 54, Aid for audio-visual works and the enabling legislation of [Research Ireland](#).

*Audio-visual projects under the Research Ireland Discover Programme Call are subject to, and must be compliant with, the conditions of GBER under Article 54, Aid for audio-visual works and the enabling legislation of Research Ireland.*

*To fall within the GBER, its provisions must be complied with in all cases and in all respects in so far as they apply to State aid for a particular project.*

#### 2.1 Audio-Visual Projects Eligibility

Applicants applying for funding for Audio-Visual projects are subject to, and must comply with, State aid rules and the provisions of the General Block Exemption Regulation (GBER)<sup>23</sup> under Article 54 Aid schemes

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<sup>22</sup> Communication from the Commission on State aid for films and other audiovisual works (2013/C 332/01)

<sup>23</sup> [EU Commission Regulation \(EC\) No. 651/2014](#) as amended by [Commission Regulation \(EU\) 2023/1315](#) (referred to collectively as the "GBER")



for audio-visual works and the enabling legislation of Research Ireland. Please see Section 5 on State aid for further details.

**Audio-Visual proposals must:**

- Raise public awareness and understanding of global issues impacting on the State and that are underpinned by research and innovation
- Be freely available on a service which is universally (or near universally) accessible in Ireland

Proposals that address one or more of the following are welcome:

- Content that represents the diversity of Irish research and innovation culture and heritage.
- Content that aims to support improved adult or media literacy.
- Proposals in the Irish language.
- Content that highlights and shows Irish experience through human interest stories.

Proposals should be broadcast during peak times on the schedule, with the exception of children's programming.

All TV proposals must make provision for subtitling.

Proposals across all formats will be accepted including documentary, education, animation, drama or entertainment.

Applicants for Audio-Visual projects must outline in their proposals how their application meets the criteria above.

**Specific Obligations for Audio-Visual Projects**

Under European Commission (EC) regulations concerning State aid to audio-visual works the maximum grant aid intensity permissible is limited to 50%. It is expected that applications for audio-visual projects under the Research Ireland Discover Programme Call, will be funded at a maximum of 50% of the overall project costs.

The aid intensity may be increased in certain circumstances to the following:

- 60% of the eligible costs for cross-border productions funded by more than one Member State and involving producers from more than one Member State; or
- 100% of the eligible costs for difficult audio-visual works and co-productions involving countries from the Development Assistance Committee (DAC) List of the OECD.

“Difficult audio-visual works” may include the following:

- Commercially difficult works or works that lack commercial potential;
- Low budget works;
- Works where the sole version is in the Irish language with a limited territory, population or language area; or
- Works that have a high level of creative risk.

As part of any audio-visual proposal, seeking in excess of 50% of the overall budget, applicants will need to provide justification as to how a project falls within the definition of a “difficult audio-visual work”.



Research Ireland Discover Programme will accept proposals seeking aid for the pre-production and production of audio-visual works.

The eligible costs shall be the following:

- (a) for production aid: the overall costs of production of audio-visual works including costs to improve accessibility for persons with disabilities;
- (b) for pre-production aid: the costs of script-writing and the development of audio-visual work

The aid intensity for pre-production shall not exceed 100% of the eligible costs. If the resulting script or project is made into an audio-visual work such as a film, the pre-production costs shall be incorporated in the overall budget and taken into account when calculating the aid intensity.

Aid shall not be reserved for specific production activities or individual parts of the production value chain. Aid for film studio infrastructures shall not be eligible under this Article.

Aid shall not be reserved exclusively for national, and beneficiaries shall not be required to have the status of undertaking established under national commercial law.

For additional information please refer to *Guidance on State Aid for Applicants to, and recipients of, Research Ireland funding* – [see here](#).

#### **Cumulation of aid**

State aid provided under this Call that is exempted (e.g., under the GBER) and provided through this or another public grant may be cumulated with:

- any other State aid, as long as those aid measures concern different identifiable eligible costs
- any other aid measure in relation to the same eligible costs, partly or fully overlapping, only if such cumulation does not result in exceeding the highest aid intensity or aid amount applicable to this aid under the GBER.

All sources of State aid shall be taken into account when considering cumulation and in determining that the relevant aid intensity or aid amount is not exceeded.



## Appendix B - Detailed Budget Guidance

Research Ireland acknowledges that, following award, the approved budget may need to be modified over time. Therefore, it is recognised that a certain degree of flexibility in the design of revised budgets is required in order to best achieve the objectives of the funded education and/or public engagement project. Budget revisions may be permitted provided that they are appropriately justified within the terms of the corresponding Letter of Offer, Research Ireland Discover Terms & Conditions, and other relevant Research Ireland policies.

All Discover funding is on the Materials line in SESAME. Any budget amendments agreed with the Discover Programme team during the term of the award will not require a formal BRR (budget reallocation request). Any requests for an NCE (no cost extension) should be discussed and agreed with the Discover team before the formal submission on SESAME.

Eligible Costs are those costs that can be uniquely and unambiguously identified with a particular Discover Programme funded project.

Eligible Costs shall be

- reasonable and necessary
- incurred solely to advance the education and/or public engagement project funded by Research Ireland
- Not otherwise reasonably available and accessible.

Total project costs must include ALL costs of the project including project lead/team time.

In all categories partner contributions, financial or otherwise (in-kind), should be demonstrated and all costs must be justified and will be subject to cost scrutiny. Other sources of funding (including in-kind support) must be clearly identified in the application including any income to be derived from the project, if relevant.

- **Project management** costs directly related to the project.  
Research Ireland does not act as an employer with respect to personnel funded by its Grants. It is the responsibility of the Organisation to ensure that it employs staff in accordance with current legislation.

Research Ireland does not fund the salary or benefits of project team members for a Discover funded project who are already in receipt of salaries from their organisation or through an Research Ireland grant. This should be included in the application budget as an in-kind contribution. Any buy-out of a staff member's time must be clearly justified in the proposal.

**Eligible Research bodies** are required to adhere to the [salary scales published by Research Ireland](#) or the relevant host institution. The relevant scale and point, to include employer pension and PRSI contributions must be clearly outlined in the budget table, i.e. the full Cost to Grant. In the case of a two-year Regional or National Initiative any annual increment or Public Sector pay award should also be included, as appropriate.

**Other organisations** should use appropriate salary figures to include PRSI and any relevant pension costs i.e. the full cost to the Discover Grant. In the case of a two-year Regional or National Initiative any annual increment should also be included, as appropriate.



- **Direct Activity & Production costs**

An outline of all direct activity and production costs that will be used during the course of the project should be provided alongside details for all costs including, but not limited to, content development costs, venue hire, AV, additional insurances required specifically for the project or event, catering etc.

- **Consumables**

An outline of all consumables that will be used for delivery of the project, during the course of the project should be provided alongside details for all costs. These include costs required to carry out the project including but not limited to, equipment and materials required for the delivery of the project. Requests for equipment should be very carefully considered, and justification should be provided.

Research Ireland encourages and expects to see in relevant proposals a sustainable programme that considers environmentally friendly actions and minimises waste (e.g. avoiding unnecessary merchandise, single use items, especially plastic ones etc.)

- **Training** - In this context, training includes any training of personnel required for the delivery of the project e.g. upskilling of facilitators, public engagement methodology training etc. Training/workshops which are delivered to the project participants should be outlined in the Direct Activity and Production Costs budget line.

- **Expenses** for travel and subsistence – in the case of working visits of the Project Lead or team members, the rates sought for subsistence and other allowances must comply with the relevant policy of the Organisation and must not exceed the rates published by the Department of Public Expenditure and Reform.

- Travel expenses to facilitate attendance at the Discover Programme Partners' meeting are eligible
- Business class travel is not an allowable cost.
- Conference Presentation

Expenses for presentation at conferences – in the case of the Project Lead or team members presenting (related to the funded grant) please supply the conference name and location where possible. Research Ireland will contribute an average of no more than €1,500 per team member, per year, towards the costs attributed to participation at the conference. Applicants should outline the details of travel and subsistence expenses related to conferences and should indicate the number of team members involved. Individual line items must be included in the budget to highlight the travel requests. Requests must be in accordance with the established travel and subsistence policies of the Research Body.

Note: If not presenting or speaking at a Conference, attendance registration fees or costs are not an eligible cost.

- **Marketing & Promotion**, including launch event costs, website, promotional materials etc.

- **Quality assurance evaluation** on the user experience and impact measurement. External evaluation is recommended, in particular for larger scale projects.



- **Access requirements**, such as Irish Sign Language interpretation.
- **Administrative expenses** incurred in respect of the delivery of the project.  
As part of the development and evolution of the Research Ireland Discover Programme Call a proportion of the administrative expenses can now be requested through this programme. These costs can include the costs of hiring project personnel, IT support, office space, utilities (heat, light, water etc) grant management / administration, financial management, reporting etc. An allowance of up to an additional 15% of the direct project costs up to a maximum of €30,000 over the lifetime of the award can be requested.

Any requests for administrative expenses to be charged to the award must be incurred specifically in relation to the project activity. Please note that Research Ireland does not fund administrative expenses which are already funded from another source.

**In future budget reallocation requests, administrative costs may not be transferred to direct project costs.**

## Examples

### Project Funding

Administrative costs up to 15% of total funding amount requested.

**Example 1** Proposal costs €75,000, maximum administrative expenses request €11,250.

### Sustaining Regional or National Initiative

Administrative cost up to 15% of total funding amount requested to a maximum of €30,000.

**Example 1** Proposal costs €180,000, maximum administrative expenses request €27,000

**Example 2** Proposal costs €280,000, maximum administrative expenses request €30,000

### How to apply for these costs

A full detailed breakdown of administrative expenses must be outlined in the budget under the Administrative Expenses budget line on SESAME. The breakdown of costs must be a true representation of the costs incurred.

### Ineligible costs:

- Expenses incurred in preparing and submitting an application
- Fees relating to academic courses including taught/research postgraduate courses.
- Conference registration fees or attendance costs (*If not presenting or speaking at the Conference*)
- Value-Added Tax (VAT) - if your organisation is registered for VAT
- Direct costs for research elements of citizen science projects e.g. researcher salary, consumables, licences, publishing fees, etc.

The Budget section should be completed as follows:



**Step 1: Prepare Budget**

Only include **ONE** line in this budget table.

“Discover Funding Requested”: €60,000

**Step 2 (a) How much will the project cost?**

Only include **ONE** summary line per category.

How much will this project cost?

Category	Details	Year 1 Total Cost	Year 1 Award
Project Management		12000.00	8000.00
Direct activity and production costs (inc. venue, AV etc)		15000.00	10000.00
Marketing & Promotion (include website)		8000.00	6000.00
Consumables		2500.00	2500.00
Training		15000.00	15000.00
Evaluation		10200.00	8500.00
		<b>62700.00</b>	<b>50000.00</b>

**Step 2 (b) Provide the detailed breakdown of each summary budget line in the individual Budget Breakdown Tables.**

**Step 2(c) How will the balance of the project costs be funded?**

Outline here how the difference between the Total Project Costs and Discover Award will be funded – whether in cash or in kind.