



Maynooth/Partner Co-Funded PhD Scholarships Terms and Conditions

The aim of the Maynooth/Partner Co-Fund PhD Scholarship is to jointly fund doctoral scholarships for promising researchers in collaboration with an external funding partner.

In accordance with Maynooth University policies and ethical principles, eligible partners may be based anywhere in the world and may include: an established business/company (including SMEs and MNCs), a registered charity, a social, cultural or not-for-profit or non-governmental organisation, a semi-state commercial organisation, a Government Department, statutory agency or research performing organisation.

1. Maynooth/Partner Co-Fund PhD Scholarships

- 1.1. Maynooth/Partner Co-Fund PhD scholarships are awarded on a competitive basis and expressions of interest must be aligned to a department or research institute's prioritised research area.
- 1.2. The Scholarships will provide an annual stipend of €16,000 plus a budget of €2,000 annually to cover materials, consumables and travel costs. In addition, fees per annum will be awarded to cover postgraduate tuition fees for the four years of the Scholarship.
- 1.3. Scholarships will be awarded for a period of up to four years for a full-time student to undertake a PhD, subject to satisfactory progress assessed through the Maynooth University (MU) Annual Progress Review.
- 1.4. The Partner contribution will consist of a minimum of half of the total cost of the scholarship. This forms part of the scholarship and is not in addition to the scholarship. MU will invoice the Partner for payment annually over the lifetime of the scholarship. The Partner's contribution should be paid to MU by electronic funds transfer within thirty days of receipt of invoice.
- 1.5. The Partner must provide a Letter of Support, confirming mentorship (where applicable) and financial contribution for the duration of the Scholarship.

2. Scope of the Project

- 2.1. The Maynooth/Partner Co-Fund Scholarship Agreement (MPCSA), including intellectual property and confidentiality clauses – must be in place between the Academic Supervisor, MU and the Co-Fund Partner before the Scholarship can commence. The terms of any such agreement must not conflict with those outlined in this document.
- 2.2. Details of the scholar's individual research programme will be agreed between the scholar, the MU academic supervisor and the partner mentor (where there is one) at the beginning of the project and will be recorded in an Initial Meeting Record at MU. The Initial Meeting Record will also specify an agreement reached regarding the percentage of time to be spent by the scholar at MU and at the partner organisation.

3. Research Programme, Integrity and Publication

- 3.1. *Structured PhD Programme* The scholar will register annually for a structured Research Programme at MU. This programme will be subject to the applicable rules and regulations currently in place in MU, including, but not limited to regulations regarding formal application to PhD programmes, number of ECTS credits required, balance of subject specific/advanced specialist and generic/transferrable skills modules, progress, and examination. MU's rules and regulations for research programmes are available at: <https://www.maynoothuniversity.ie/university-policies/academic-policies-procedures>.
- 3.2. Scholars must agree to be bound by the rules, regulations and policies of Maynooth University including but not limited to conduct, plagiarism, ethical practice, research integrity, inventions and patents, conflict of interest e-thesis depository etc., as published in the policies section on the University website [<https://www.maynoothuniversity.ie/university-policies>]. In particular, scholars, together with the academic supervisor, will obtain ethical approval for research where applicable.
- 3.3. Scholars agree to protect and retain their data for a period of 10 years, as outlined in the MU Research Integrity Policy and, in accordance with any policy/process in the home department regarding retention and management of research data.
- 3.4. Scholars agree to assign their rights to inventions in accordance with Maynooth University's standard agreement for research students as outlined in the Invention and Patents Policy.
- 3.5. Prior to publication or dissemination of information relating to the research at MU, scholars must obtain approval in writing from the academic supervisor and partner mentor (if applicable) as per the MPCSA. Any publications must acknowledge the MU, the Co-Fund partner and the academic supervisor, including the supervisor's name as co-author if applicable (in accordance with MU Research & Integrity Policy) in addition to any specific terms regarding logos and phrases that the funding agency/sponsor requires.

4. Co-Partner Responsibilities

- 4.1. The Co-Fund Partner may nominate a partner mentor to work with the Co-Fund scholar and her/his academic supervisor, to offer advice and to develop links with the Partner. Regular contact should be maintained between the partner mentor, MU academic supervisor, and Co-Fund scholar throughout the duration of the Scholarship.
- 4.2. Where feasible and appropriate, the Partner is encouraged to provide a placement period for the Scholar at its facilities. This will be agreed with the MU academic supervisor before the placement commences.
- 4.3. MU recognises that a Scholar may benefit from spending part of the duration of the Scholarship away from MU. Such periods may involve attending courses which are relevant to the Scholar's research and training such as: spending a part of the academic year engaged in research in Ireland or abroad in an organisation other than MU; spending an agreed time on a placement component of the Maynooth/Partner Co-Fund PhD scholarship. MU will not normally sanction such courses longer than one academic term in duration and will not be liable for paying any additional fees or expenses associated with the above.
- 4.4. The Partner mentor may contribute to the development of the scholar's training and career development plan.

5. Supervision

- 5.1. MU's policy on supervision of research students will apply: (available at: <https://www.maynoothuniversity.ie/university-policies/academic-policies-procedures>)
- 5.2. The Partner mentor (if applicable) will ensure regular contact with the Scholar in order to provide support and to remain informed of the Scholar's progress.
- 5.3. MU regulations relating to the annual progress review of the scholar will apply, and MU practices will be followed (available at: <https://www.maynoothuniversity.ie/university-policies/academic-policies-procedures>).
- 5.4. MU academic supervisor, Partner mentor and Co-Fund Scholar may hold additional review meetings on an agreed basis.
- 5.5. The MU academic supervisor will ensure that the scholar seeks and obtains approval from MU's Ethics Committee, where applicable.

6. Eligibility

- 6.1. Maynooth/Partner Co-Fund PhD scholarships are open to applications from academic or research staff eligible to supervise from all departments within MU.
- 6.2. Collaborative submissions from more than one department are welcome.
- 6.3. Awards are made subject to funding being available and MU reserves the right not to award any scholarships.

7. General Conditions of Funding

- 7.1. A project should be commenced within six months from the date the scholarship offer is accepted.
- 7.2. Awards are typically not transferable however, in mitigating circumstances a case may be made to the Graduate Studies Office.
- 7.3. Academic Supervisors should make clear in their proposals if they plan to take leave of absence from MU for any period greater than three months during the course of the proposed research.

8. Knowledge Transfer for Maynooth/Partner Co-Fund PhD Scholarship Programme

- 8.1. MU encourages the commercialisation of research output as outlined in *Inspiring Partnership – the national IP Protocol 2016: Policies and resources to help industry make good use of public research in Ireland* (Knowledge Transfer Ireland, 2016) ⁵.
- 8.2. In line with the National IP Policy document identified in Clause 8.1, foreground Intellectual Property (IP) generated will be owned by MU. In exceptional circumstances preferential terms for the partner may be negotiated if MU is of the view that the interest of Ireland is best advanced through the utilisation of this option.

9. Application Process

- 9.1. Expressions of Interest (EOI) Forms from members of academic staff should be submitted to the Graduate Studies Office by the 16th March 2017. Completed applications will be evaluated by the Postgraduate Scholastic Funding Board, which will convene an independent evaluation panel.

10. Evaluation Criteria

- 10.1 All applications for award under this scheme will be assessed using the following criteria:
 - Research Proposal
 - Training and Career Development Plan for the scholar
 - Dissemination and Impact
 - Relevance of proposal to the research strategy of the Department

11. Recruitment of Postgraduate Students

- 11.1 Subsequent to the approval by the Postgraduate Scholastic Funding Board, successful supervisors will be advised and Maynooth/Partner Co-Fund PhD scholars must be recruited.

12. Closing Date

- 12.1 Completed and signed applications should be submitted to the Graduate Studies Office by 16 March 2018.

13. Enquiries

- 13.1 Enquiries regarding eligibility, application process and any other aspect of the competition should be sent by email to marie.murphy@mu.ie

