



**RESEARCH IRELAND
DISCOVER PROGRAMME
SCIENCE WEEK 2025 CALL**

CALL DOCUMENT

Key Dates	
Call open	12:00 (Irish time) 28 March 2025
Applicant deadline	13:00 (Irish time) 28 April 2025 (Festivals Only) 13:00 (Irish time) 9 May 2025 (Events Only)



Terms of Reference

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1. Welcome

Research Ireland is pleased to launch the Science Week Call, a competitive call for public engagement projects that can connect people across society with science during Science Week, using innovative and creative methods. Research Ireland delivers Ireland’s national Science Week by providing a focused annual platform that stimulates, supports, and creates awareness of activity created to engage with the public. In previous years, the Science Week Call has provided support to several Science Week Festivals and Events which contribute to the national Science Week effort at a local and regional level.

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. It is part of Research Ireland’s role to promote and support an awareness and understanding of the value of research and innovation to society and facilitate engagement of members of the public with those engaged in research and innovation activities. (Function of Research Ireland (R&I Act 2024)). Of particular relevance to Science Week, the Programme for Government¹ commits to encouraging greater STEM uptake in further and higher education.

The purpose of the Science Week Call is to provide support to Festivals and Events nationwide that support inclusive engagement with STEM during Science Week, in ways that are relevant, accessible and creative.

Applications should ensure that communities which have been historically underserved in STEM engagement are meaningfully included. Science Week 2025 takes place from the 9th-16th November.

2025 marks 30 years of Science Week, with the theme ‘Then.Today.Tomorrow’. After thirty years of learning and looking forward, now is our time and place to build a better future for us all.

The Science Week Call encourages applicants:

- who are continuing to develop and deepen their engagement with broader communities through existing Festivals and Events, or
- who are creating a new offering for a community or region not yet served by Science Week.

Science Week welcomes contributions from across the sciences, arts, media, education, youth and/or community work sectors. Applicants are encouraged to submit proposals for Science Week that create opportunities for broader participation and engagement of the public with science. Research Ireland is keen to push the boundaries of participation and welcomes new types of events that attract those who would not typically attend a science festival. The communities we wish to engage vary in how they wish to participate. The Science Week Call will support proposals that broaden the reach and participation of people in Science Week in ways that are most suited to them.

The Science Week Call welcomes applications for both digital and/or in person activity, as appropriate for the activity and audience.

2. Programme Details

2.1. Science Week Call Objectives

The purpose of the Science Week Call is to provide support to Festivals and Events nationwide that support communities to engage with STEM, in particular for those with less access to STEM to engage in ways that are relevant and accessible during Science Week and beyond. Through the Science Week Call, Research Ireland

¹ <https://www.gov.ie/en/publication/078a1-programme-for-government-2025-securing-irelands-future/>

aims to build capacity, excellence and long-term sustainability in Science Week Festivals and Events, especially those which have previously received Science Week funding. The Science Week Call supports projects that address all of the below objectives, projects that;

- **stimulate** curiosity and dialogue amongst the public and with STEM *experts*, on topics of societal importance/everyday life where STEM has a key role
- **innovate** their offering through novel approaches and varied types of content to promote and deliver an appealing and accessible event or programme of events, with particular consideration for attracting new audiences who would not typically attend a science event. Applicants are invited to refer to the [Research Ireland External Equality, Diversity, and Inclusion \(EDI\) Strategy](#) for further information, particularly Goal 4.²
- **collaborate** with the communities they aim to engage with, including local/regional groups and STEM researchers, creating local and relevant focus through a regional programme of activity supporting national Science Week

2.2. Application Categories

The Science Week Call 2025 includes the following application categories:

Festivals		Events
Category A	Category B	Category C
Three-year funding up to a maximum of €50,000 per year. Available to Science Week Festivals which have received Science Week funding for three consecutive years.	One-year Funding up to a maximum of €50,000. Available to any Science Week Festival which has received Science Week funding for less than three consecutive years, including new Festivals.	Science Week Event funding up to a maximum of €10,000.

2.2.1. Festivals

Science Week Festivals typically involve a programme of events/activities serving multiple different audiences in their local region, with timings of activities spread throughout the week. The activities delivered as part of these Festivals should be carefully designed to ensure that they will appeal to those underrepresented and/or underserved in STEM and who would traditionally not attend a science event.

Festival programmes funded under the Science Week Call must comprise of

- a minimum 20% of the programme for adults attending without children,
- a maximum of 20% of the programme for education content delivered during school hours (please note that Research Ireland will also be delivering online activities available to schools nationwide)
- with the remaining programme for the general public and families, with specific consideration to be given to ensuring meaningful engagement with historically underserved groups.

A large proportion of the programme must be open to the public (i.e. not invite only – Invite only should be used only when the target audience requires a closed session).

²[SFI-External-Equality-Diversity-and-Inclusion-Strategy-2023-2028.pdf](#)

Applicants are encouraged to collaborate with other Science Week Festivals in sharing best practice and organising activities. The Project Lead, or a designated representative, will be expected to join sessions convened by Research Ireland to facilitate information sharing and collaboration.

- **Category A**

Applications are invited for three-year funding, up to a maximum of €50,000 per annum, to organise, manage and deliver a Science Week Festival, in conjunction with the national Science Week campaign managed by Research Ireland. This category is open to Science Week Festivals which have received Science Week funding for three consecutive years or more, previous to the current application year.

- **Category B**

Applications are invited for one-year funding up to a maximum of €50,000 to organise, manage and deliver a Science Week Festival, in conjunction with the national Science Week campaign managed by Research Ireland. This category is open to new festivals or existing Science Week Festivals which have received Science Week funding for less than three consecutive years.

To meet the population demands of large urban areas, Dublin and Cork City, Research Ireland has identified an opportunity for Science Week Festivals to run in these areas. Applications are invited for funding under this category to organise, manage and deliver a Dublin City or Cork City Festival. The festival must be delivered during Science Week 2025, preferably with a strong focus on evening and weekend activities.

2.2.2. Events

Science Week Events are typically a single event or short series of events delivering for a specific target audience or in a specific location. Under the Science Week Call, Research Ireland is seeking proposals for Science Week Events to create appealing and stimulating experiences. We are keen to trial new formats and inventive ways of talking about science, and to attract people who typically would not consider attending a Science Week Event. Interdisciplinary collaborations, and/or collaborations with cultural organisations, are particularly encouraged.

Priority will be given to applications that directly support the Science Week theme and take place in areas where a Science Week Festival is not available. The event should be designed with specific relevance to communities historically underserved by STEM engagement, underrepresented in STEM, and who would traditionally not attend a science event (outlined in Section 9.2).

A large proportion of the programme must be open to the public. Science Week Events should not include general schools programming or invite-only activities. Exceptions will be made if such programming modes are essential to reach a specific target audience.

- **Category C**

Applications are invited for one-year funding up to a maximum of €10,000 for Science Week Events. The project must be delivered in conjunction with Science Week (during the period 9th-16th November 2025). Special consideration will be given to Science Week Events which deliver on the Science Week theme.

To meet the population demands of Dublin City and Cork City, Research Ireland invites applications for events taking place in these areas, in addition to Festivals.

2.3. Science Week Call Underserved Audiences

Research Ireland has identified key audiences which are typically underserved by Science Week activities. Under the Science Week Call, Research Ireland particularly welcomes proposals for activity that will create a new offering for a community or region not yet served by Science Week, for example:

- adults attending without children
- women/girls
- socially, economically, or educationally disadvantaged population/community groups
- common interest groups

3. Call Criteria

Research Ireland seeks applications for Science Week Festivals and Events that meet the following criteria:

- activities that are open to the public to book or access
- activities targeted at localities/areas underserved by, or with limited access to, Science Week activity
- support the Science Week theme. Events will be expected to directly support the Science Week theme. Festivals should allow programme/budget to include some highlight events/activities supporting the theme during the weekly programme.

Science Week activities funded by Research Ireland should NOT include:

- university or college open days
- university or college events open only to staff and third level students
- invite-only events (unless this is a requirement to enable participation by a specific target audience)
- individual school events

Research Ireland expects to see evidence in applications of the following indicators that a Science Week Festival or Event is delivering to a high standard, whether virtual or face to face;

- an organising committee that consists of relevant, proven expertise for the activity to succeed. Often this includes public engagement experts, brand or marketing experts, local civic community representatives, STEM professionals and researchers. The Research Ireland Discover Programme CV Template is provided and downloadable from researchireland.ie and SESAME; this should be completed with relevance to the project
- a varied programme of high-quality activity, with content that offers something relevant to all those targeted to participate
- organisers have planned for, and will deliver a programme, which is broadly accessible and inclusive to all
- interesting locations, where there is ease of physical access to the building, appropriate and attendee-friendly ways of travelling to and from the activity, and access to suitable catering facilities if necessary
- a sustainable programme that considers environmentally friendly actions and minimises waste (e.g. avoiding single use plastic)
- activity with strong production values including visual appeal, relevance to everyday lives, which avoids jargon/stereotypes and is interactive
- activity that is designed to entertain, to provoke thought and conversation, and aims to help people learn something about STEM
- a clear plan to measure success of the activity

- a clear policy and Child Safeguarding Statement for projects which engage with young people or vulnerable people. The policy must also account for safeguarding specific to digital delivery
- appropriate security and privacy plans for virtual events should be detailed in the application.

Overall, Research Ireland expects applicants to demonstrate:

- how the proposal is aligned to the call objectives outlined in Section 2.1 and addresses the indicators described above. In particular, outline how broadening participation is included in the plan
- how the need for the proposed activities have been evaluated and the target participant group(s) defined
- the objectives of the proposal and how they will be achieved including details of the content planned, where and when it will take place and how it is relevant to the target participant group, and
- how success in achieving the objectives will be measured.

Applicants are required to provide details of the project team and their relevant skills, as well as project collaborators. Relevant Letters of Support should be included - these should set out details of actual support and collaboration (whether in cash or in-kind) as opposed to general support in principle for the project.

4. Applicant Science Week Evaluation

Applicants should demonstrate their plan to formatively evaluate the Science Week Festival/Event by establishing clear goals which can be assessed pre and post event, for example by engaging with members of the target participants to gauge insights on their specific needs and expectations. Successful applicants may be required to include a set number of questions from Research Ireland-commissioned general Science Week Evaluation in their project evaluation, however it is required that applicants will also conduct evaluation specific to their own activity. The proposal should incorporate these insights into the plan to ensure the Science Week Festival/Event will be appealing to the target participants. Any applicants who have previously received funding under the Science Week Call must clearly outline how they have used past evaluations to improve and shape their plans for Science Week 2025.

The following should be considered in applicant evaluation planning:

- What is it you aim to achieve by delivering this activity? Outline the questions which will be answered by the evaluation; they should relate to evidence that can be collected. Evaluation should be appropriate to the target audience; some information on best practice is available in the resources in the appendix of this document.
- If the Science Week Festival has been running for longer than three years, emphasis should be on evaluating and assessing the evolution of the Festival/Event, informed by previous evaluations and participant feedback.
- Methodology – detail how and when the data will be gathered (please note a mixed method approach with methodologies appropriate for the different target audiences is recommended), see the appendix for suggestions.
- Data analysis – highlight how the raw data will be analysed and presented.
- Dissemination – identify how the results of the evaluation will be disseminated among key stakeholders.

Refer to the [Discover Evaluation Toolkit](#) here. A short video on evaluation can also be found on this webpage.

On completion of the project applicants will be required to submit a final report including the project evaluation. A template for this report will be provided on SESAME.

5. Project Lead

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 Discover Programme General Terms and 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 award and post award reporting period.

6. Organisation Types

This Call is open to a wide range of people and organisations. Applications must be submitted by organisations based in the Republic of Ireland, however 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](#). Please note that the process of applying for strategic eligibility for this call is available in section 6.1.2. If you have any doubt about your organisation's status, please email scienceweek@researchireland.ie for clarification. This should be done well in advance of the closing date (minimum one week) to ensure that your application is completed and submitted before the deadline, as no exceptions can be made in relation to submission date.

Failure to provide the required eligibility documentation outlined below, as relevant for your organisation and to a satisfactory standard, will result in your application being deemed ineligible and will not be sent for review.

6.1.1. Eligible Research Bodies

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.

6.1.2. Other Bodies

State Bodies (e.g. city or county council)

To become eligible for the Science Week Call your application must be stamped and signed off by the appropriate officer (typically a senior executive) within your organisation using the *Other Bodies - State Body Cover Sheet* available on SESAME. A senior executive within the organisation is required to sign the cover sheet to indicate the organisation's support for the application.

Other Organisations

To become eligible for the Science Week Call applicants in this category are required to:

- 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) ³
- 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).

6.2. Additional Eligibility Considerations

- Proposals must be explicitly aimed at engaging audiences and participant groups in the Republic of Ireland; however, the subject matter can be international. Applications must be submitted by organisations based in the Republic of Ireland, however organisations may partner with groups internationally.
- Applications will not be accepted from individuals and/or sole traders.
- Applicants may submit more than one grant application at any one time, provided the proposals are clearly differentiated. A statement of time commitment may be required to ensure adequate resourcing is possible.
- Previously unsuccessful projects may not be eligible to apply for funding under this Science Week Call 2025. All review feedback from previous applications should be addressed in the current application. If significant gaps or issues were previously identified with the project proposal, you are recommended to contact Research Ireland at scienceweek@researchireland.ie in advance of submitting your application to enquire about eligibility to apply to the current call.

7. Project Costs

Total project costs must include **ALL** costs of the project including project lead/team time for development, delivery and attending Research Ireland meetings. 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 confirmed funding (including in-kind support) must be clearly identified in the application including any income to be derived from the project, if relevant. Existing programmes of activity that have been in receipt of funding for consecutive years are required to demonstrate how the Science Week Festival/Event is evolving its cost model and attracting partnerships that create future long-term sustainability. Applicants who are unsure of cost eligibility should contact scienceweek@researchireland.ie for clarification.

Any letters of support provided with this application must include details of the financial commitment from partners, as appropriate.

7.1. Eligible Costs

- Personnel and project management costs directly related to the project
- Production costs, including venue hire
- Equipment and materials
- Project travel costs
- Project administration costs where these are not already covered by other funding organisations
- Project publicity costs, including costs for a launch event (if applicable)
- Quality assurance evaluation on the user experience and impact measurement
- Access requirements such as Irish Sign Language interpretation
- Insurance costs directly related to the Festival or Event

³ If your organisation is not required to produce audited accounts, management accounts signed off by an accountant will be accepted. Please contact scienceweek@researchireland.ie if you have any queries in relation to this requirement.

- Travel for attendance at Science Week partners' meetings

7.2. Ineligible costs include:

- Core overheads of the applying organisation not related to the project e.g., heating, rent, general insurances etc.
- Expenses incurred in submitting an application
- Academic courses or research such as Master's degree or PhD costs
- Conference registration fees or attendance costs
- 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.

8. Submitting your Application

Applications must be submitted via SESAME, a Research Ireland Grants Award System. 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 Call.

Log-in details are required to access SESAME (see 8.1 below).

Early submission in SESAME is strongly recommended. Applicants who wait until shortly before the close of the 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. Failure to provide the required eligibility documentation, as relevant for your organisation and to a satisfactory standard, will result in your application being deemed ineligible and will not be sent for review. It is the responsibility of the applicant to ensure that eligible proposals are received by Research Ireland on, or before, the deadline indicated. In order to safeguard against ineligibility, applicants are reminded to adhere rigorously to the guidelines in the Call documentation and to review the proposal document prior to submission.

8.1. SESAME Account Set-Up

- If you are already registered on SESAME, you can log in using the same email address; if you have forgotten your password, you can use the Forgot Password functionality to re-set it.
- If you do not have a SESAME account;
 - If you are applying from an Eligible Research Body, contact your institution Research Office to be registered

- If you are applying from a State Body or Other Organisation, please email the below information to scienceweek@researchireland.ie. A SESAME profile will be created for you and log-in details will be emailed to the email address provided.
 - Project Lead Name
 - Email address
 - Registered Company Name
 - Legal Status: (e.g., company limited by guarantee, limited company, charity etc.)
 - Trading Name
 - VAT Number

9. Review Process

9.1. Process

Projects must be technically sound and have clear STEM content, either through direct collaboration with a qualified STEM professional (e.g. scientist, engineer) or having a qualified STEM professional acting in an advisory role.

Applications considered ineligible or unaligned to the Science Week Call objectives or uncompetitive for the programme, for example if the subject area addressed is not related to STEM, will not be reviewed.

All eligible applications will be subject to review based on the criteria set out below. **Applicants applying to Categories A and B may be invited to a virtual interview review panel in May 2025.** Dates and full details will be confirmed to eligible applicants in advance.

Results will be notified by Quarter 2 of 2025. 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:

- Project Details
 - How the project is aligned and delivering against the call objectives
 - How the overview of activities aligns to the relevant call criteria
- Audience
 - How is the project going to reach the intended audience
 - How the project will be inclusive and diverse
- Budget
 - Project costs, value for money, and leverage of funding from other partners.
- Evaluation
 - outputs and impacts, evaluation methodology, dissemination of learnings, strategic planning including previous feedback
- Team
 - suitability of the project lead and any partners and whether the skills required to deliver the project successfully are evident

Special consideration will be given by reviewers to Event proposals which address the Science Week Theme directly.

10. Award Management

10.1. Child Safeguarding

Where relevant, applicants and Organisations are required to comply with the provisions of the **Children First Act 2015**,⁴ and the **National Guidance for the Protection and Welfare of Children 2017**⁵. It is the responsibility of the Organisation to ensure that they are compliant with all applicable law. 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.

10.2. Data Protection

The General Data Protection Regulation⁶ is a legal framework that sets out guidelines for the collection and processing of personal information of individuals within the European Union⁷. 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 Statement**⁸.

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.

10.3. Publicity and Progress

Funded organisations will be required to acknowledge Research Ireland support on all marketing/publicity materials relating to the project. Research Ireland should be appropriately acknowledged in press releases, promotional/marketing materials, at events etc. Science Week and Research Ireland branding should be evident at all activity funded under the Science Week Call. Branding guidelines and the relevant logos will be made available to successful applicants with the Letter of Offer.

⁴ <http://www.irishstatutebook.ie/eli/2015/act/36/enacted/en/pdf>

⁵ http://www.tusla.ie/uploads/content/Children_First_National_Guidance_2017.pdf

⁶ <https://www.dataprotection.ie/docs/GDPR/1623.htm>

⁷ <https://www.eugdpr.org/>

⁸ <https://www.researchireland.ie/privacy-policy/>

Applicants should indicate how Research Ireland will be promoted/acknowledged within the marketing/promotion section of the application. In cases where Research Ireland is the primary funder, Research Ireland may require more substantial acknowledgement of the role of the agency in supporting the project which may include naming rights as appropriate. Applicants should consider how this might be addressed in the marketing/promotion section of their application. Failure to do so may delay the issuing of Letters of Offer.

Science Week Festivals and Events are required to participate fully in the following elements being provided centrally by the Science Week team:

- the national Science Week website and social media presence. Festival and Event organisers are required to provide information about their project (format and details to be confirmed in Letter of Offer) and submit/update all events/activities to the Science Week website database in the timeframe outlined in the Letter of Offer
- the Science Week team may suggest content from the Research Ireland funded Research Centres and other providers which Festival organisers may wish to include in their Festival programme, as appropriate.
- use of all appropriate branding materials and signage templates provided by the Science Week team.

10.4. 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 impacted.

One of the Research Ireland Grants and Awards Management Systems, SESAME, is the primary conduit for reporting. Science Week awardees will be requested to submit their final report by 31st March 2026. A template for this report will be provided on SESAME.

Successful applicants will be required to outline in the final report the outputs from the funded project (i.e., activities/deliverables/results) and, where relevant, outcomes (i.e. what has changed as a result of what you have done).

11. Application Submission Checklist

To allow Research Ireland to fully evaluate completed applications, please ensure that you have completed the below items.

1. Complete all sections of the application form via SESAME, a Research Ireland online grants and awards management system.
 - Project Details
 - Audience Details
 - Evaluation Budget
 - Project Team and Collaborators

2. Upload a one-page (max) CV for the project lead and each of the project team members **using the Research Ireland Discover Programme CV Template and written with relevance to this project.**
3. Have you completed and signed the relevant cover sheet?
 - a. **Eligible Research Bodies** should complete, sign, stamp and upload the Eligible Research Body cover sheet (i.e. if your Research Body is listed here).
 - b. **Other bodies** should complete the below steps to be eligible for the Science Week Call Funding 2025:
 - a. **State Body** (e.g., city or county council) – complete, sign, stamp and upload the Other Body – State Body Cover Sheet available on SESAME.
 - b. **Other Organisations** (i.e., not an Eligible Research Body or a State Body) complete, sign and upload, relevant Strategic Eligibility Form and all required corporate / financial information as outlined in the Guidance Document/on SESAME. Complete, sign and upload the Declaration of Bona Fides and Letter of Solvency (both available to download from SESAME).
4. Have you uploaded 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 letter of support should outline how the organisation will support the project, including funding amounts if applicable as opposed to outlining support in principle.

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 to provide a comprehensive submission.

12. Grant Conditions

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

12.1. 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)⁹.

Recipients of Grant funding must therefore ensure that any funding received from Research Ireland does not, directly, or indirectly, give rise to the granting of State aid.

Recipients of Grant funding from Research Ireland under this call should be aware, as advised in the Call documentation and Letter of Offer, that there is no reliance on State aid Decision(s), the De Minimis Regulation, or the General Block Exemption Regulation.

When Research Ireland awards a Grant under this Programme it is on the understanding that:

⁹ [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](#)

a) The Research Ireland grant will not give rise to the granting of State aid within the meaning of Article 107(1) TFEU;

b) The Research Ireland Grant will be used only for non-economic activities; and

c) Where the recipient, in receipt a Research Ireland Grant under this call, is engaged in both economic and non-economic activities, that the recipient has in place appropriate accounting separation processes, such that the two kinds of activities and their costs, funding and revenues can be clearly separated so that cross-subsidisation of the economic activity is effectively avoided.

It is the responsibility of applicants to ensure that State aid does not apply to Research Ireland Grants under this Call. 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 found [here](#).

13. Appendix

- [Education and Public Engagement Framework and Impact](#)
- [Making Science Outreach More Accessible](#)
- [The Arts Council – Mapping Your Audience](#)