

Application for Funding under the Research Promotion Scheme 2025-26

Theme: ‘Disability in Marginalised Groups and Communities’

# 1. Introduction

Please read the accompanying Call for Proposals document along with this application form. In your application please:

* Answer **all questions** in the application form.
* **Sign** the application form and keep a copy.
* Return the completed application form by the deadline of: **6 October 2025 by 12 noon.**
* Applications should be submitted by email to research@nda.ie. Please use the subject line: **RPS 2025-26.**

Please note that incomplete or unsigned applications cannot be processed. Applications received after the deadline will not be processed.

Please see RPS FAQs page [on the NDA Website](https://nda.ie/about/what-we-do/policy-research/funding-schemes).

# 2. Applicant details

**Organisation name:**

Address:

**Project Manager contact details (person who takes overall responsibility for project):**

Name:

Position:

Email:

Phone:

Is this application related to a (tick relevant)

[ ]  The research aim is focused on disabled Travellers and/or Roma

[ ]  The research aim is not focused on disabled Travellers and/or Roma (includes research that includes Travellers and/or Roma data but is focused on other marginalised groups)

# 3. Experience and qualifications of research team and appropriate supervisory arrangements (40%)

## 3a Project team

**Details of the person in charge of the project and other members of the project team**

For each key member of the team, list name, organisation, role and days assigned.

|  |  |  |
| --- | --- | --- |
| **Person** | **Role** | **Total days** |
|  |  |  |
|  |  |  |
|  |  |  |

Attach a CV showing relevant expertise and experience of each member of the proposed team (2 pages maximum per team member).

## 3b Research support and advice

Give details of proposed arrangements for overseeing or advising on the review (where applicable). The NDA require an assurance that the details of qualified persons who are available and agreeable to serve in this capacity will be supplied should an award be made.

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## 3c Previous work

Please supply a web link to **three** pieces of relevant similar work carried out by the proposed team or lead researcher.

# 4. Quality and Relevance of Research and methodology proposed (40%)

Please give details of the proposed research under the following headings:

* Background
* Aims and objectives
* Relevance to policy and practice
* Methodology
* Dissemination/engagement plan

Maximum 1,500 words.

# 5. Inclusive and Impactful Research (20%)

To advance the NDA vision of an Irish society where disabled people are fully included, applicants should demonstrate plans of inclusive and impactful research. Applications will be scored on plans to:

* create accessible communications (e.g., documents, reports, events),
* involve disabled people across the research process,[[1]](#footnote-1) and
* engage relevant stakeholders and audiences with research findings.

Please outline plans relating to inclusive and impactful research.

Maximum 300 words.

# 6. Costs

As a public body the NDA is required to seek value for money in its commissioned work. Any overheads included should be kept to a minimum. If VAT is applicable this should be stated, and costs presented with and without VAT. A breakdown of costs is required in the table below.

|  |  |  |  |
| --- | --- | --- | --- |
| **Element** | **€ Price (ex Vat)** | **Vat Amt. €** | **€ Total incl. VAT** |
|  |  |  |  |
|  |  |  |  |
| **Total** |  |  |  |

# 7. Proposed Timeline

Please provide a timeline for this research and include project milestones.

# 8. Referees

Please give the name, position and contact details of **two** referees for whom the lead researcher/team have conducted commissioned research.

Reference 1:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Reference 2: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# 9. Signature

Please sign 9.1 and 9.2 below. **Unsigned applications cannot be processed**. We will accept electronic signatures or signed scanned copies of this application form.

## 9a Freedom of Information Declaration

I understand that information about this process not identified as sensitive may be released in response to a request under the Freedom of Information Act 1997. The promoter is obliged under the Act to consult with this organisation prior to any decision to release such information

**Failure to sign this section will result in an ineligible proposal**

**Signed:**

**On behalf of:**

**Date:**

## 9b Disclosure of conflicts of interest, if any – sign A or B

**A.** There is no conflict of interest in relation to this application

**Signed:**

**On behalf of:**

**Date:**

**B.** The following interest(s) is/are declared in relation to this application:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

## 9c I agree to the requirements of the 2025-26 NDA Research Promotion Scheme ‘Disability in Marginalised Groups and Communities’, as laid out in the accompanying Call for Proposals.

**Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**On behalf of: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Appendix A

# Checklist for applicants to the NDA Research Promotion Scheme

[ ]  Have you completed the application form in full?

[ ]  Have you completed all fields within the maximum word count allowable?

[ ]  Have you ticked if the research aim is focused on disabled Travellers and/or Roma or not?

[ ]  Have you identified a Project Lead and provided contact details?

[ ]  Have you provided the contact details of the project team?

[ ]  If this is a joint application, is the lead researcher/organisation/institution clearly identified?

[ ]  If this is a joint application, is the involvement of all different partners and stakeholders in the design, planning, implementation and dissemination of the research clearly indicated?

[ ]  Have you demonstrated that your proposed research fills a gap in current research and will add to the existing evidence base?

[ ]  Have you provided details regarding the involvement of disabled people throughout the research process?

[ ]  Have you provided a detailed project timeline?

[ ]  Have you indicated the grant amount you are applying for?

[ ]  Have you provided an estimated budget breakdown on the grant amount being applied for and included VAT in your calculations, where applicable?

[ ]  Have you attached the CVs of the project team?

[ ]  Have you provided the contact details of two referees?

[ ]  Have you supplied contact details of any third parties that will be involved in the project?

[ ]  Have you provided links to, or copies of, three pieces of relevant research conducted by the lead applicant or research team?

[ ]  Have you ensured that you will be able to provide Tax Clearance Certificate to the NDA?

[ ]  Have you signed all relevant sections in the application form?

[ ]  Make sure you submit before the deadline of **12 noon 6th October 2025**

[ ]  Ensure the subject line of the submission email reads: **RPS 2025-26**

1. Applicants may find this guidance useful: [Collaborative research with disabled people: Guidance for researchers](https://nda.ie/uploads/publications/NDA-Collaborative-Research-Report_final.pdf) [↑](#footnote-ref-1)