

SFI Conferences and Workshops Programme FAQs

Q. Do I need to already be an SFI award recipient before I can apply for an SFI Conferences and Workshops award?

No, you do not need to hold or to have previously held an SFI award before you can apply for a Conferences and Workshops award.

Q. Do I need to be based at the Irish Research Body responsible for the Conferences and Workshops application?

The lead applicant must be based at the Irish Research Body receiving the Conferences and Workshops award when funds are awarded and until the funded event and reporting is completed.

Q. Can a funded Conference or Workshop be held outside of the Republic of Ireland?

No, Conferences and Workshops awards are for events to be held within the Republic of Ireland.

Q. Can Summer Schools be funded under the Conferences and Workshops programme?

No, Summer Schools or any event whose primary focus is instructional, or events with a large teaching or training component are not eligible for funding under the Conferences and Workshops programme.

Q. Can policy events be funded under the Conferences and Workshops programme?

No, events whose primary focus is based around the setting of research agendas, i.e. research policy as opposed to dissemination of new knowledge, are not eligible for funding under the Conferences and Workshops programme.

Q. Can an industry participant apply for funding under the Conferences and Workshops programme?

No, only eligible Irish Research Bodies may apply for funding. A list of [Eligible Research Bodies](#) is available on the SFI website.

Q. Can I submit an application more than 12 month in advance of a conference that does not meet Exceptional Conference requirements?

Yes, an application to a conference category may be submitted more than 12 months in certain circumstances, for example, when proof of SFI funding would assist in a conference bid process. In the case of early submission of an application under the conference category, applicants must provide sufficient justification that early submission is warranted within the application, for example if the conference was at an advanced stage of planning or whether SFI support is necessary for a competitive bid process. A statement of support or endorsement from a Society under the umbrella of which the event is being organised, may strengthen or formalise support for the event and will be reviewed favourably.

Q. Do I need sponsorship from an international society for my event before I apply to the Conferences and Workshops Programme?

Only Exceptional Conferences absolutely require sponsorship from an international scientific society or organisation e.g. Institute of Electrical and Electronics Engineers, International Cytokine Society. Conditional sponsorships are acceptable, but an award will not be granted until proof of society sponsorship is verified. International society sponsorship is not mandatory for conference applications but will be looked upon favourably in the review process. Workshops do not require international sponsorship.

Q. Can I request funding to support bidding process to host a conference in Ireland?

The conference bid category for the SFI Conferences and Workshops programme is no longer available, however, a comprehensive mechanism for conference bid support is available from Fáilte Ireland. Fáilte Ireland's Business Tourism Unit provides significant financial and practical support for anyone hosting an international conference in Ireland, from the initial invitation or bid right up to the conference itself. Please visit <http://www.meetinireland.com/Conference-Support> for more information.

Q. Can I apply for funding under the Conferences and Workshops programme to host a workshop whose main purpose is to assemble a consortium for a possible Horizon 2020 application?

If a significant proportion of the event is dedicated to the dissemination of new knowledge in an invited talks format, you are eligible to apply for funding to host such a workshop.

Q. Can I apply for funding under the Conferences and Workshops programme to host a workshop whose main purpose is to disseminate the outputs of an existing Horizon 2020 consortium?

Yes, you can apply for funding to host a workshop whose main purpose is to disseminate the outputs of an existing Horizon 2020 consortium. Appropriate justification as to why SFI funding is necessary for such an event and must be included.

Q. Is the balance between the regular registration fee and the subsidised registration fee (i.e., the amount that would have been received if all participants were charged the regular fee minus the amount received from subsidised registration fees) an eligible cost for a Conferences and Workshops award?

No, the balance between the regular registration fee and the subsidised registration fee is not an eligible cost.

Q. Are post-doctoral researchers eligible to apply to the Conferences and Workshops programme?

Post-doctoral researchers are eligible to apply to the Conferences and Workshops Programme for funding towards events that are of an appropriate scale to be run by a post-doctoral researcher, i.e. workshops and possibly small conferences. The post-doctoral researcher must have the support of the Research Body to submit the application and his/her contract of employment with the university must be of sufficient length to allow for the submission of final reports. Please note that applications from PhD or Masters students will not be accepted for review.

Q. The Sesame system only allows me to enter one amount for a regular registration fee and one amount for a subsidised registration fee. My event has two separate sub-categories of subsidised registration fees (one for postdoctoral researchers and one for students). What should I do?

Please combine the two separate sub-categories of subsidised registration fees (postdoctoral researcher and student) and use the average price and number of attendees to fill in the required figures under the description of projected income section. This will allow an accurate estimation of projected income under

the subsidised registration fees section. In the budget justification section (free text), please state the fee and number of attendees for each sub-category separately.

Q. I am applying under the Exceptional Conferences category for an event to be held four years from now. Given the time frame I do not yet have a draft programme or invited speakers. What should I do?

Please provide a programme and list of invited speakers from a previous conference in the series. This will assist SFI in determining the scale and scope of the event.

Q. Is honoraria for invited speakers to a conference or workshop an eligible cost under the Conferences and Workshops Programme?

Honoraria for invited speakers is *not* an eligible cost under the SFI Conferences and Workshops Programme.