



# Irish Cancer Society Research

## Appendix 2: Research Scholarship Budget Guidelines

### 1. Introduction

The Irish Cancer Society is the largest voluntary funder of cancer research in Ireland. The majority of the Society's funds are raised from public donations therefore we are committed to ensuring that all funds are budgeted for and used sensibly in line with donor's expectations and the scientific goals of the work. This document should be consulted when completing the grant application for our Ph.D. Scholarship programme 2026.

Bearing in mind that funding from the Society comes from the enormous effort, sacrifice and generosity of the public, it should be a general principle of all budgeting, to get the most value and minimise costs in every way that is reasonable and justifiable.

#### **Please note:**

- These guidelines apply to the Irish Cancer Society Ph.D. Scholarships to be awarded in 2026 only
- These guidelines are not an automatic approval for the use of funds from any grant. The Society reserves the right to review expenditure for reasonableness at any time during the research project
- As an Irish charity, the Irish Cancer Society will fund eligible direct costs only. The Society does not pay any overhead contribution to host universities

This guidance document does not represent an exhaustive list and where queries arise that fall outside of the guidance herein, prior authorisation from the Society should be sought by emailing [grants@irishcancer.ie](mailto:grants@irishcancer.ie).

## 2. Budgeting for Personnel Costs

### a. Ph.D. Researcher Stipend

The Irish Cancer Society will fund the stipend of full-time postgraduate Researchers at a set rate of €25,000 per year.

The funding of part-time Ph.D. Researchers over longer periods of time is permitted for Irish Cancer Society Research Scholarships 2026. Stipends for a part-time Ph.D. Scholarship should be calculated on a pro-rata basis. If considering applying for a part-time scholarship, please contact [grants@irishcancer.ie](mailto:grants@irishcancer.ie) prior to submitting your application.

### b. Fees

The Irish Cancer Society will contribute up to €8,500 towards the annual costs of EU or non-EU postgraduate registration fees for up to four years. Some host institutions provide a reduction of fees in the latter years of the postgraduate degree (e.g., a 50% reduction in year 4 of a Ph.D.), and this should be considered when calculating the total registration fees over the four years. The Society is not in a position to fully fund the full registration fees of non-EU applicants. In this instance, it would be the responsibility of the host institution to cover the remaining fee shortfall.

### c. non-EU/EEA Visa

The Society will contribute a maximum of €300 towards per annum towards the cost of an Irish Residence Permit. The cost can be included in the Ph.D. budget, where applicable.

## 3. Budgeting Non-Personnel Costs

### a. Research Running Costs

The Irish Cancer Society will allow the payment of reasonable running costs relevant to the specific project. Such costs may include but are not limited to: materials and consumables, research sample costs, access costs, survey costs, costs associated with research participants, transcription costs, data management costs, bench fees etc.

**Please note:** Travel-based costs specifically associated with the running of the research project, e.g., travel costs associated with research participants, should be outlined in this section, and not in the travel and dissemination section.

All costs must be inclusive of VAT, where applicable. All running costs should be itemised and suitably justified.

## **b. Small Equipment items**

The Irish Cancer Society will allow researchers to purchase small equipment items. However, a strong justification must be provided for each equipment item, and a rationale must be given as to why this item is not already available to the researcher at their host institution. Only equipment items that are **specific** to the applicant's research project will be allowed. Requests for large pieces of equipment will not be funded, nor will the associated costs with the servicing or upkeep of any of the equipment items budgeted. All costs must be inclusive of VAT, where applicable.

### ***i. Computer/Laptop Equipment***

The purchase of computer equipment as part of an Irish Cancer Society funded award will be considered for any grant of over 24 months' duration, provided a strong rationale is given at the time of grant application. The maximum allowed contribution from the Irish Cancer Society for the purchase of a computer or laptop is €1,500.

For any individuals conducting a bioinformatics-based Ph.D. Scholarship, the Irish Cancer Society will consider a contribution over the €1,500 threshold. This is at the discretion of the Society and prior approval must be sought at the time of application.

### ***ii. Mobile Phone Budget***

The Irish Cancer Society will not generally cover mobile phone expenses of any researcher working on a Society-funded project. However, the Society does acknowledge that for exceptional cases only, the provision of a phone for specific research projects may be required.

The researcher must use the most economical and cost-effective means for purchasing a phone and bill-pay call plan. The Society will cover mobile phone bill costs associated specifically with the funded research project up to a **maximum** of €40 per month. No expenditure outside of the standard call plan allowance will be permitted to be charged to the Irish Cancer Society Research Grant.

**Please note:** Mobile phones can only be used for specific research purposes only and expenditure will be scrutinised through annual financial reports. It is at the discretion of the Society to request copies of all mobile phone bills and justification of calls.

## **c. Training and Education Budget**

These are the costs associated with the education and training of the Researcher. These include costs relating to technical skills training specific to the research project, e.g., animal handling, statistical analysis.

In addition, costs relating to the long-term career development of the researcher will also be permitted, e.g., personal and professional development training, providing it relates to future research career aspirations.

All costs relating to training must be outlined and justified. When justifying these costs, it is important to provide details on the training type, location and rationale. Please note, for any training elements where travel is required, please detail the travel costs as part of the Travel and Dissemination budget (Section 3d).

## **d. Travel and Dissemination Budget**

### ***i. Travel***

These are the costs relating to the travel of the **Researcher** (and is not part of the mobility element). Such costs must be directly related to events/ conferences as part of the research programme and only the Researcher will be eligible to claim these expenses.

As a charitable organisation, we would expect that all costs in relation to travel be reasonable and must be clearly justified. Please note that the Irish Cancer Society will fund Economy-Class flights only.

An example of permitted travel includes but is not limited to: costs associated with attendance at meetings, conferences, patient engagement events, workshops, fostering collaborations etc.

Reimbursement for costs associated with conference attendance will only be provided if the recipient is presenting their specific Society-funded research project in poster and/or oral format. Exceptions may apply for post-graduate Researchers in the first year of study, who would benefit from attendance at a national conference.

The applicant should provide as much detail as possible at the application stage. For example, if planning to attend a conference: the name, location and dates (where possible) of the conference should be detailed, in addition to the reason for attendance. It is encouraged that applicants attend the Irish Association for Cancer Research (IACR) conference, at least once, during their scholarship.

### ***ii. Dissemination***

These are the costs associated with the communication and reporting of your research results. Dissemination costs should be clearly planned and articulated as part of your research budget. Such costs may include printing, posters, costs associated and hosting of public awareness events etc. All costs must be inclusive of VAT, where applicable.

### ***iii. Open Access Publication***

The Irish Cancer Society encourages publication in open-access journals and publication costs may be included in the 'Dissemination & Travel' budget. Please note, the Irish Cancer Society will not fund any research published in 'predatory journals'. We therefore ask that all researchers be aware of predatory publishers and exercise caution when publishing their research.

### **e. Public and Patient Partnership Budget**

A mandatory **set** provision of €2,000 for specifically costing PPP into grant applications is required in the Irish Cancer Society Scholarship 2026. At the very minimum it is expected that that all costs to Patient Partnership Contributors associated with involvement are covered by the research grant, e.g., bus/train fares, mileage, parking charges, and subsistence. These costs should be outlined as part of the PPP section of your grant application.

Universities will have their own specific rules and policies regarding budgeting and expenditure in relation to PPP costs. We therefore strongly encourage all researchers to consult with their host university and local PPP resource (e.g., PPI Ignite) when completing the PPP section of their application budget.