**Science Foundation Ireland**

**AmendmEnts & notifications**

**Allowable Costs**

**Main Financial Terms and Conditions for Research Awards**

**Eligible direct costs –**

|  |  |
| --- | --- |
| * Salaries [**here**](http://www.sfi.ie/resources/SFI_Grants_Team_Member_Budgeting_Scale_May_2017.pdf)

Travel & subsistence * Equipment >€2,000
* Materials (includes equipment <€2,000)
* Software licensing
* Equipment maintenance & refurbishment (must be cost effective)
* Access to specialist lab facilities
 | * Postgrad Fees up to €5,500 p.a. (PhD funded for 4 Years, MSc funded for 2Years)
* Postgrad Fees (non-EU) PhD or MSc (subject to approval)
* Stipend: - Phd stipend Max €18,500 p.a. max 4 years - MSc stipend Max €18,500 p.a. max 2 years
 |

**All eligible costs claimed should be vouchable, directly attributable to the project and incurred within the approved budget and project period.**

**Ineligible direct costs** –

|  |  |
| --- | --- |
| * Standard lab materials & equipment
* Maternity leave or long term sick leave replacements
* Replacement teaching costs (exceptions for Career Advancement Awards & Industry Fellowships)
* Hospitality & entertainment
* Conference organisation
* Journal subscription
* Relocation expenses
* Membership Fees
 | * Non-project related expenditure
* Permanent academic or administration staff (exceptions note below)
* Clinical time buyout (exceptions may apply)
* General office equipment and supplies
* Technology transfer / patent costs
* Redundancy or termination costs
* Collaborator Salary
* Contingency or Miscellaneous Costs.
 |
|  |
|  |
|  |

**Note: Refer to specific call documents for further eligible and ineligible costs.**

**Please also see SFI Grant Budget Policy:**

**[here](http://www.sfi.ie/funding/sfi-policies-and-guidance/budget-finance-related-policies/)**

Financial reports should be submitted to SFI via

 [SESAME Grants and Awards Management System](https://grants.sfi.ie) as follows:

* + Depending on the project type financial report will be required either:

- Annually or

-Bi Annually

* + SFI financial reporting is aligned to report costs to June and/or December
	+ SFI allow 90 days to submit financial reports on SESAME
	+ Final Report –within 90 days following completion of the project, or within 30 days of early termination;

**Note:** Failure to submit these financial reports or comply with SFI terms & conditions may result in non-payment of grants and/or financial sanctions.

Projects must be commenced within 60 days of effective date specified in the award letter, or funding may be reduced / withdrawn.

**Financial Reporting**

[SESAME Grants and Awards Management System](https://grants.sfi.ie)

The following amendments & notifications

require specific SFI approval via SESAME:

* Budget Reallocation Report (BRR) if proposed reallocation exceeds allowance in Letter of Offer
* No cost extensions (NCE) – by up to 6 months if approved by SFI, must apply within 90 days before completion date
* Significant programme changes or issues or breaches in grant conditions;
* Any absence / change in commitment of the PI, co-PI or Funded Investigators, or intended transfer of grant;
* Any intended termination of project (30 days’ notice required);
* Any other income accrued from an SFI funded project;
* Sabbatical leave (include a detailed management plan to maintain the project while on sabbatical);
* Maternity leave

Also see: - [Support and user guides for SESAME](http://www.sfi.ie/funding/award-management-system/)