



UNIVERSITY OF ICELAND

Rules for the Research Fund

Article 75 The University of Iceland Research Fund

[The purpose of the University of Iceland Research Fund is to strengthen research at the University of Iceland. The University of Iceland Research Fund is divided into a project fund and a doctoral fund.

The University Council shall determine the annual allocation to the Fund.

The board of the Research Fund comprises the chairs of five independent review panels, one for each school. The chair of the board shall be appointed by the University Council in accordance with a nomination from the rector. The rector shall appoint the review panels, comprising four to five experts, one of whom shall be primarily employed outside the University. The role of the review panels is to professionally evaluate and prioritise applications to the University of Iceland Research Fund, the Research Fund doctoral fund and the University of Iceland Eimskip Fund. The chairs of the review panels meet regularly while the evaluation of applications is underway. Professional evaluation shall be based on criteria set by the University Council Science Committee. A project manager from the University Division of Science and Innovation works with the board of the Fund and the review panels.

The board of the Research Fund manages allocations from the Fund on the basis of proposals from the review panels.

Teaching and research staff at the University of Iceland and its institutes, primarily engaged in research and who have been appointed based on a qualifications assessment, may apply for grants from the Fund. Additionally, postdoctoral researchers who fulfil the Fund's conditions may apply for special postdoctoral grants, which the board of the Fund may advertise. The board of the Fund is also authorised to advertise travel grants for doctoral students.

Assessment of projects shall be based primarily on their academic value and the research activity of the applicant. The board of the Fund shall ensure that experts in the field in question provide a professional opinion on all new applications from applicants eligible for grants.

The University Council Science Committee sets criteria for the board of the Research Fund and the review panels regarding allocation of grants and determines the division of funding between the project fund and the doctoral fund, cf. paragraph 1.

Following each allocation, the board of the Research Fund shall submit a report on the matter to the University Council and the Science Committee.]¹

¹Amended with the approval of the University Council, 8 September 2016.

Working procedures for the allocation of grants

- 1.** The University of Iceland Research Fund was founded in 1982 for the purpose of strengthening research activity at the University. The University of Iceland Science Committee manages the fund. The Division of Science and Innovation Office handles the administration of the fund.
- 2.** In order for an application to be considered worthy of a grant, the scientific value of the proposed research must be beyond doubt. The project must be academically well defined and reasoning provided for the proposed schedule. Applicants must also demonstrate their scientific competence and that they have access to satisfactory facilities in order to carry out the proposed work. Those who evaluate applications to the Fund are asked to give special consideration to the likelihood of the proposed subject matter producing results that will be published in outlets which make or meet rigorous academic demands. Applicants who have received grant money from the fund for three years without publishing the results of their research in such outlets can generally not expect further funding before publication has taken place.
- 3.** Grants are allocated once a year. The application deadline is generally 10 October (cf. an advertisement each year). Applicants are advised to familiarise themselves with who has the right to apply for a grant from the Fund and which expenses may be funded.
- 4.** Applicants are reminded that high quality applications are more likely to be awarded grants. Division of Science and Innovation staff are available to assist applicants as far as possible. Progress reports on the use of previous grants from the fund and success attained during the period covered by the grant carry a lot of weight. Applicants who have been awarded a grant for a different project must submit a special report on that project by the time they send the new application.
- 5.** Although the entire project may take several years, applicants are asked to produce a plan of implementation covering one year at a time, describing in detail the work to be completed over the upcoming grant period. Grant payments are spread out over the grant period in accordance with a payment schedule. They are generally transferred to the grant recipient's account number at the relevant institute or faculty
- 6.** Applicants must clearly report the prospective involvement of parties other than the Research Fund in covering the costs of the project. As far as possible, it is necessary to evaluate the importance of a grant from the Fund in relation to the full expense of the project and also to ensure that grants are not awarded at the same time from other sources to cover the same expenses. Applicants must provide reasoning for individual expenses and explain the need for a grant.
- 7.** In the case of applications to renew a grant for a long-term project, ideally the grant allocation committee shall have an overview of the expenses and progression of the project for the past year and the year ahead.
- 8.** Reference shall be made to the provisions of Articles 29 and 43 of the Regulation for the University of Iceland regarding an applicant's eligibility. Professors, senior lecturers, lecturers, research scientists, research scholars and research specialists at the University of Iceland may apply to the Fund for grants. Research scientists, research scholars and research specialists must be primarily employed in research. Adjunct lecturers with research duties may also apply for support from the Fund. Specialists at other institutions that have a special agreement with the University of Iceland are also eligible for grants from the Research Fund.
- 9.** When evaluating projects, the foremost consideration is their scientific value. The board of the Fund shall ensure that competent individuals produce an academic statement on each application. Specialist advisers are, e.g., asked to evaluate in particular the likelihood of results being published in outlets that make or meet rigorous academic demands.
- 10.** Grants are awarded in particular to cover the following expenses:
 - a.** Wages for the work of doctoral students and assistants on the research project in accordance with the application.
 - b.** Other research costs. This category may include, e.g., various supplies, services purchased and computer expenses. The cost of travel abroad is not covered unless it can be demonstrated that such travel is completely unavoidable due to the nature of the project. Consideration is also given to whether the applicant has access to

other funds which offer travel grants. Travel grants shall be awarded in accordance with planned expenses and not provisions for per diem payments.

c. Indexing projects. Academic indexing projects may be funded, as well as projects involving the academic processing and presentation of information. The appropriate field on the form must be selected. Indexing projects are only eligible for funding if they are based on the academic and critical premises of individual research areas. They must also be under the management of researchers possessing the same academic competence and experience as required for other applications. One of the primary requirements for funding is that the project is likely to strengthen and facilitate university research in the field in question.

d. Temporary relief from teaching duties.

1. A grant may be awarded to a member of teaching staff who wishes to be temporarily relieved from teaching duties, one semester at a time. Relief from teaching duties is subject to a statement from the faculty. The grant is a set sum, based on current wage development and determined in consultation with the Division of Finance.

2. Being temporarily relieved from teaching duties does not affect a University employee's right to access funds. Semesters for which a member of teaching staff is relieved from teaching duties are not counted towards the teaching work on which sabbaticals are based.

3. Those awarded this grant may not perform teaching duties other than those involved in overseeing research-based postgraduate studies.

4. Those awarded this grant, or those applying for it, may also apply for grants from the other, general part of the Fund in accordance with current working procedures.

5. Applicants shall use the normal Research Fund form, although the section on the research plan should be particularly detailed. The appropriate field on the form must be selected.

11. Grants for post-docs.

a. Post-docs may be awarded grants if the Fund has sufficient finances. Post-docs are defined as those who have completed a doctorate in the past five years. To be eligible for a grant, post-docs must be engaged in research at the University of Iceland or an affiliated institute, funded by a special competitive post-doctoral grant awarded by a recognised party, such as the Science and Technology Policy Council Research Fund or another research fund.

b. The evaluation of applications shall focus on the quality of the applicant's project with regards to its scientific value and the research plan. Applications must be accompanied by a confirmation, from a faculty or institute, that the applicant has access to satisfactory facilities at the University in order to conduct the proposed research. Furthermore, the applicant's publication output and the scope of his or her work at the University shall be evaluated.

c. Grant recipients are authorised to use grants to pay their own wages or to cover other research expenses. The Science Committee shall determine the maximum grant sum for each year. This sum shall be advertised.

d. Applications shall be submitted to the Division of Science and Innovation using a special form: The application deadline for grants for post-docs is general 1 March.

12. Outlay expenditures are paid depending on the progression of the project, in accordance with the invoices sent by the grant recipient. In the case of wages, grant recipients should contact the Payroll Department. Invoices for other expenses should be sent to the University Division of Finance.

13. Grants for doctoral projects.

a. Support grants may be awarded to doctoral students. The Science Committee review panel shall handle the evaluation of applications.

b. [The University of Iceland Eimskip Fund rules](#) shall apply to the processing and evaluation of applications.