

# Arachas Insurance/AIG Bursary 2026

## Guidance Notes

### 0. Contents

#### 0.1 Cover Page

#### **Key dates**

Call opens: 1 June 2026

Closing date: 10 July 2026

Notification of outcome: Early September 2026

#### 0.2 Index

### 1. Introduction/Background

The Irish Society of Chartered Physiotherapists (ISCP) in association with Arachas Insurance/AIG is offering a bursary to support the completion of research.

### 2. Aim

The overarching aim of the Arachas Insurance/AIG Bursary is to support and promote the development of high quality research that advances knowledge and/or practice in an area of relevance to physiotherapy in Ireland.

### 3. Scope

#### 3.1 What will this Bursary support?

The Bursary may be used to support an individual or team to conduct research on a topic relevant to physiotherapy. Applicants will be asked to justify the relevance of the topic to the physiotherapy profession. The Bursary may be used to support a study that is due to commence or a study that is currently in progress. If it is used to support an ongoing study, applicants will be asked to specify what aspect of the study the bursary will support. The Bursary may be used to support costs relating to running

costs (including small items of equipment), salary-related costs, student stipend, or dissemination costs (excluding conference attendance).

### **3.2 What will this Bursary not support?**

The Bursary may not be used to support quality improvement projects, service evaluations, audits or usual practice. Please consult the Health Research Authority's decision tool and Defining Research table to determine if your project is research (Appendix II). The Bursary cannot be used to support a completed study. The Bursary may not be used to support costs relating to conference attendance or other continuous professional development.

## **4. Funding**

### **4.1 What funding is available?**

A Bursary for €4000 is available.

### **4.2 What are the conditions of the Bursary?**

Recipients of the Bursary are required to present the findings at the annual Conference. Recipients will receive free registration to conference to present the findings. Recipients are required to give a progress report at the end of the Bursary period to the Professional Development Standing Committee. They are also invited to submit the proposal to the ISCP's journal *Physiotherapy Practice and Research*. Presentations and publications arising from the research must acknowledge the support of a Bursary from Arachas Insurance/AIG and the ISCP. Recipients are required to provide the ISCP with a summary of findings and details of publications and presentations resulting from the research.

### **4.3 How long does the Bursary period run?**

The Bursary period runs for one year from the date of receipt. Monies must be allocated or spent during the Bursary period or returned to the Professional Development Standing Committee. The research does not need to be completed within the Bursary period. The research should be

completed within the timeframe outlined in the application, to a maximum of three years.

#### **4.4 How will the Bursary be paid?**

Once the award has been approved at the P.D.S.C and noted at the Board . Bursary award to be paid directly into the account of the winner.

### **5. Eligibility Criteria**

#### **5.1 Who can apply for this Bursary?**

Current members of the ISCP can apply for the Bursary.

There are no eligibility criteria for applicants to the Bursary in terms of qualifications, skills or experience. However, applicants should demonstrate that they have the relevant skills and experience, or are supported by a team with the relevant skills and experience, to complete the study. If an application for a Bursary is made by a team, an application form should be submitted by one, lead applicant on behalf of the team. The lead applicant must meet the criteria of being an ISCP member. Team members do not have to be ISCP members.

#### **5.2 Are repeat applications permitted?**

Upon successful receipt of a Arachas Insurance/AIG Bursary, members are not permitted to apply for the Bursary to support the same project at any time. Upon successful receipt of a Arachas Insurance/AIG Bursary, members are precluded from submitting an application to support any project for two years. Successful receipt of a Arachas Insurance/AIG Bursary does not preclude members from applying for other bursaries offered by the ISCP. Unsuccessful applicants may submit repeat applications for the same project.

#### **5.3 Can I apply if I have already received funding from elsewhere or I am applying for funding elsewhere for the same study?**

You will be asked to state if you have received funding from elsewhere for the same study. If you have received funding from elsewhere, you will be asked to provide information on other funding sources received for the same project. You will also be asked to justify why you need this additional funding.

## 6. General Data Protection Regulation

When submitting an application, you will be asked to **confirm you understand** that the ISCP uses the information you provide to consider your application, contact you about your application, and if you are successful, to manage your Bursary throughout its lifetime in accordance with ISCP general T&C for awards. This will include contacting you with regard to monitoring of progress through written reporting and other means e.g. interim review. We will publish some basic information on successful awards including PI, Host Institution, amount awarded and lay summary on our website and may highlight individual awards or researchers in more detail (with specific consent). We will also use the information you have provided to generate general statistics around our current funding portfolio, and to evaluate our funding mechanisms and investment. After your grant has ended we will continue to keep your information on file (in accordance with ISCP policies) to allow us to evaluate the outcomes, outputs and impacts of ISCP investment in your research and CPD.

Please note that we will also use information associated with *unsuccessful* applications for a number of the purposes outlined above such as generating general statistics around our current funding portfolio, and to evaluate our funding mechanisms and investment e.g. demographics of applicants, topics. Similarly we will use the information provided about people employed on awards to help evaluate our career support and capacity building initiatives.

## **7. Application, Review Process and Review Criteria**

### **7.1 How to apply**

Applications must be submitted via the online application system at <https://www.iscp.ie/arachas-bursary>. The application form must be completed in full. Incomplete or late applications will be deemed ineligible.

A completed digital copy of the signature page must be received by the ISCP with the application or the application will not be considered.

### **7.2 Can I apply submit more than one application for the Bursary?**

An individual is only permitted to submit one application for the Arachas Insurance/AIG Bursary at a given time. An individual may submit an application for the Arachas Insurance/AIG Bursary and other bursaries offered by the ISCP in the same membership year.

### **7.3 Review process**

Following an initial eligibility check, applications will be sent to two current ISCP members to independently review the application.

### **7.4 Review criteria**

Reviewers are asked to outline the strengths and weaknesses of the application in relation to the criteria below.

Reviewers will provide a single score taking into consideration all of the criteria. See Appendix III for the scoring system. Only applications receiving an average score of 7 or higher from reviewers will be considered for funding. In the event that more than one application receives the same score, the applications will be sent to an independent reviewer who will determine who should receive the bursary.

7.4.1. Research topic: Does the study address an topic of relevance to physiotherapy in Ireland, which has not previously been addressed?

- 7.4.2 Design and methodology: Are the research design and methodology appropriate to answer the study aim?
- 7.4.3 Applicant expertise and experience: Does the applicant or the applicant team have the expertise and experience to deliver the study?
- 7.4.4 Ethical considerations: Have any ethical concerns been appropriately addressed?
- 7.4.5 Potential impact and dissemination: Are the findings of this research likely to advance knowledge and/or practice, and has the applicant identified appropriate approaches for sharing findings?
- 7.4.6 Project management: Does the applicant have a clear and appropriate plan for completing the project in the stated timeframe?
- 7.4.7 Budget justification: Are the costs requested appropriate for completing the study and justified?
- 7.4.8 Professional presentation: Is the application organised, well written and presented professionally?

## 7.5 **Applicant feedback**

Applicants will receive a summary of reviewers' feedback.

## 8. **Ethical approval**

All research that involves human participants requires ethical approval. Ethical approval is not required prior to submission of an application for a Bursary. However all research funded by the ISCP must obtain ethical approval before the study commences. Recipients of a Bursary must be able to provide evidence of ethical approval to the ISCP on request.

## 9. **Conflict of Interest**

Reviewers are requested to inform the ISCP immediately where a conflict of interest exists, so that an alternative reviewer may be appointed. Reviewers must respect the intellectual property of applicants and may not appropriate or

use as their own, or disclose to any third party, ideas, concepts or data contained in applications they review.

## **10. Timeframe for 2026 call**

Call opens: June 2026

Closing date: July 2026

Notification of outcome: Early September 2026

## **11. Contact**

Elizna Diedericks – [memberofficer@iscp.ie](mailto:memberofficer@iscp.ie)

## **Appendix I: Detailed Guidance on Application Form**

### **Applicant details**

Applicants will be required to provide their name, ISCP membership number, contact details, organisation where the research will be hosted, position, status (permanent or contract), employment history in the past 5 years. Where the person is not permanent, they will be asked to explain if their current contract extends beyond the duration of the study. In the case of a team of applicants, only the lead applicant will be requested to provide this information.

### **Publication history**

Provide up to 10 relevant publications. Any standard referencing style may be used.

### **Funding history**

Provide up to 5 relevant funding awards as Principal Investigator or co-applicant, including postgraduate scholarships, fellowships and travel awards. Include details of the funding body, project title, start and end date, amount awarded, and your role (e.g., Principal Investigator, Co-Investigator, Supervisor, Postgraduate Student.)

### **Team members**

Where the applicant is applying on the behalf of a team, include the name, organisation and position of any team members. Team members may include supervisors in the case of postgraduate students. Applicants may include up to five team members (in addition to themselves).

### **Additional evidence of experience and expertise relevant to this application**

Applicants may include any additional experience or expertise that they or the team has that will support their application. For example, research or clinical experience relating to the topic, successful completion of previous research. The word limit is **400 words**.

## **Study details**

### **Title**

Provide a title that clearly and concisely describes the study. The character limit is **220 characters**.

### **Study duration and start date**

Please indicate the expected length of the study in months and the proposed start date.

### **Project abstract**

Provide a succinct summary of the proposed research outlining the background to the research, the aims, the methods and a summary of the potential impact on physiotherapy. The word limit is **300 words**.

This section should be a stand-alone section. Any abbreviations used elsewhere in the proposal should be defined here.

### **Background to the area, relevance and knowledge gap**

Describe the background to the research study. Include evidence from the literature. Where available, include a description of any pilot work or related work already undertaken. Summarise the need for the research in this area and the importance of the research to the physiotherapy profession in Ireland. The word limit is **700 words**.

### **Aims and objectives of study**

State the overall aim of the research study and any specific objectives. The word limit is **300 words**.

### **Research design and methodology**

Provide details of the study design and methods that will be used to address the aim of the study. Include details on all stages of the methods including sampling strategy, sample size, intervention (if relevant), data collection

methods, and quantitative and/or qualitative data analysis. The word limit is **1000 words**.

### **Impact**

Summarise the potential impact from the proposed research to the physiotherapy profession in Ireland. The word limit is **300 words**.

### **Dissemination**

Outline the approaches that will be taken to share the findings. Include a description of who the target audiences are and how you will share findings with each audience. The word limit is **300 words**.

### **Ethical considerations**

Address any potential risk and/or harm to the safety of participants in the study, if relevant. Highlight potential ethical concerns and how you propose to deal with them. The word limit is **300 words**.

### **Project management**

Describe the proposed timeline for completing each stage of the study, who is responsible for each stage, any potential risks to completing the study and plans to mitigate risks. You may include a Gantt chart as an appendix. The word limit is **300 words**.

### **Budget**

Provide a summary and justification of the costs being requested under the following headings: **Salary-related costs; postgraduate student stipend; student fees; running costs; equipment; dissemination costs** such as publication fees, webinars/seminars, dissemination materials (excludes conference attendance). The word limit is **400 words**.

### **Additional funding sources**

State if you have received funding from elsewhere for the same study. If you have received funding from elsewhere, provide information on other funding

received for the same project including the amount received, the funding source, and duration of the funding. Justify why you need this additional funding. The word limit is **400 words**.

### **References**

Up to 15 references may be included. Any standard referencing style may be used.

## **Appendix III: Scoring system**

**Each application will be scored against the criteria outlined below.**

### **0-2 Not suitable for funding at present**

No evidence of research knowledge or understanding, multiple flaws in the design and methods, relevance to physiotherapy not addressed, review of the literature inadequate, writing and presentation style poor.

### **3-4 Borderline**

Evidence of some research knowledge but lacks essential information relating to the design and methods. Aim is unclear or inconsistently stated. Relevance to physiotherapy not addressed or unclear. Project management and budget details missing or inadequate. Presentation generally acceptable.

### **5-6 Satisfactory**

Evidence of research knowledge but some essential information relating to the design and methods missing. Clear aim. Professionally presented. Relevance to physiotherapy well described. Details on project management and budget provided and mostly adequate. Study has potential but needs revision in most areas.

### **7-8 Good**

Good evidence of research knowledge. All essential information relating to design and methods provided. Clear aim. Relevance to physiotherapy well described and likely to advance knowledge and/or practice. Clear plan and appropriate plan for sharing findings. Project management and budget description appear appropriate. Professionally presented. Minor amendments and/or clarification needed but suitable for funding.

### **9-10 Excellent**

Evidence of in-depth research knowledge and experience. All essential information relating to design and methods provided. Clear aim. Relevance to physiotherapy well described. Study has clear value and very likely to advance knowledge and/or practice. Clear plan and appropriate plan for sharing findings with all potential stakeholders. Project management and budget description is excellent and study is

feasible to complete as described. Very professionally presented. No amendments or clarifications required.