



HEALTH RESEARCH BOARD

CLINICAL RESEARCH TRAINING FELLOWSHIPS IN NURSING AND MIDWIFERY 2008

Please note each applicant may only apply to one 2008 Fellowship scheme.

Purpose: The purpose of the Fellowships is to provide experienced nurses and midwives with an opportunity to carry out research in Ireland in clinical nursing or midwifery, leading to a postgraduate degree at masters or doctoral level. These Fellowships will provide nurses with the research experience necessary to develop their expertise in their chosen field of nursing or midwifery.

Explanatory Note: **Research in Clinical Nursing or Midwifery**

Research in clinical nursing or midwifery has as its objective the uncovering and/or identifying of findings which can impact on nursing or midwifery practice. Practice includes nursing or midwifery assessment of patients/clients, nursing or midwifery decision making and planning, nursing or midwifery interventions and evaluation of this process. Data are generated in close proximity to patients/clients or their families. Findings have the realistic potential to be used and/or be applied in nursing or midwifery practice and have relevance to health and social gain. They do not merely have a possible application to practice but are directly applicable. Immediate utilisation of findings may not be possible (for structural, educational, resource or other reasons) but if the research will provide evidence for practice it is acceptable.

Eligibility: To be eligible applicants must:

- (i) be registered as a nurse or midwife;
- (ii) for applications for funding for a masters' degree (by research): have practiced professional nursing or midwifery for at least three years; for applications for funding for a PhD: have practised professional nursing or midwifery for at least five years;
- (iii) hold a post in nursing or midwifery practice or a post related to nursing or midwifery;
- (iv) have been employed in the Irish health services, or an Irish academic Department of Nursing and/or Midwifery, within two years prior to the closing date for application to the Fellowship;
- (v) have support/approval from the Head of Department in which the research study is being carried out and provide evidence of academic supervision from a suitably qualified nurse or midwife;
- (vi) be an EU citizen or be a nurse/midwife from outside the EU with permanent Irish resident status or a valid work permit.

Selection

Procedures: The Fellowships will be awarded following open competition on the basis of:

- the research quality of the proposal;
- the clinical applicability of the proposal;
- evidence that the candidate has adequate research skills to complete the project, or is planning to gain these in a way which is compatible with completing it in the time frame;
- the quality of the mentoring environment.

Short-listed candidates may be required to attend for interview.

Duration: The Fellowships will be tenable for one to three years, depending on the project and the postgraduate qualification sought.

Where

Tenable: Fellowships are tenable by nurses or midwives employed in a recognised health service or an Irish academic Department of Nursing and/or Midwifery and registered with an academic Department of Nursing and/or Midwifery or other relevant academic department for a postgraduate degree. One of the academic sponsors must be a nurse or midwife.

Conditions: Salary payable is €46,964 - €48,550 - €50,130, this is subject to tax and PRSI and is paid through the host institution. The HRB will reimburse the host institution for employer's PRSI and pension costs (15% of salary for employer's contribution and 5% for employee's contribution). A contribution will be made towards postgraduate fees. Fellows should normally be registered in a university in Ireland or Northern Ireland. Up to €7,500 per annum is available for running costs, including small items of equipment and consumables. Fellows are expected to provide an annual report describing their progress and a final report on completing the fellowship.

A one-off grant of up to €7,000 is available to enable fellows to gain research experience overseas or in Northern Ireland. The duration of the visit should be between four and six months and the visit should be made in the first or second year of the fellowship. Before the grant is awarded, fellows will be expected to provide a programme of work, a breakdown of costs and letters of support from the host institution and from the academic sponsor in Ireland.

Fellows must participate in formal taught sessions relating to the conduct of research at the host institution or elsewhere (such sessions may include: research ethics, data analysis / statistics, etc).

The appointment of a Fellowship Mentoring Committee is a requirement of this Fellowship scheme. The committee should be made up of the academic sponsor, a nurse/midwife mentor and an independent advisor(s) from outside the fellow's academic department. The Committee should hold bi-annual meetings with the fellow to review academic progress, to advise on matters relating to the PhD thesis and provide the fellow with a supportive mentoring environment.

Outputs: Fellows will be expected to provide an annual report describing their progress and an end of grant report on completing the fellowship. Note that the HRB will not consider fellows or their sponsors for funding in the future if this condition is not met.

Closing

Date: The closing date for applications is Friday, 14 December 2007 at 5.00pm.

The HRB reserves the right to reject any application that does not meet the terms of this call. Canvassing of panel members will result in the disqualification of the applicant. The decision of the Board in respect of any grant application is final and cannot be appealed or reviewed.

If you have any queries regarding the above information please contact Patricia Cranley e pcranley@hrb.ie; t 353 1 2345120.

**CLINICAL RESEARCH TRAINING FELLOWSHIPS
IN NURSING AND MIDWIFERY
TECHNICAL GUIDELINES FOR COMPLETION OF EGRANT APPLICATION FORM**

The deadline for submission of applications is 5.00pm on Friday 14 December 2007. Please note that the system will be taken off-line at 5.00pm.

While we have made every effort to make the online application as straightforward as possible, if you are not familiar with online systems this procedure will take longer than the hard-copy system. For this reason we suggest you allow extra time to complete your application.

Please use the following notes for reference when completing the application form.

Computer Requirements

You will need:

- A PC (personal computer) or Mac

The eGrants system has been optimised to work on Internet Explorer version 6 on a PC.

- Connection to the internet

The eGrants system can be accessed on Internet Explorer/Netscape version 4 or higher. If you have an older version of either browser, you can download a more recent version free of charge at:

<http://www.microsoft.com/windows/ie/downloads/default.asp> for Internet Explorer.

<http://wp.netscape.com/download/> for Netscape.

NOTE: Please note the Web Editor tool is only available if you are using a PC with Internet Explorer version 6 and upward. Please follow the steps above to download the most recent version of Internet explorer if you have an older version.

- An email address

- Adobe Acrobat Reader, version 5

This may be downloaded from:

<http://www.adobe.com/products/acrobat/readstep2.html>

Registration

In order to submit an online application with the HRB, you are required to register at the following address:

<http://egrantsproduction.imaxan.ie/>

Step 1: Click on 'Register Yourself' on the left-hand menu. Please supply the details of the Fellowship Applicant on this screen. The name and address details will appear at the top of your application form. All mandatory fields are marked with an asterix *.

Step 2: When you have submitted your registration, you will receive an email. Follow the instructions in the email to confirm your registration. The email also contains your username, password and researcher ID. You will need your username and password for logging in to the eGrants site and you will need your researcher ID for all future correspondence with the HRB.

Tools

When you are filling out your application form, there are a number of useful tools in a menu on the left-hand side of the computer screen. They are:

- User Home
- Edit Profile
- Email Us
- View Application Layout
- Guidelines
- View Form
- Print Form
- Form Headings

User Home: This button will return you to your unique user homepage, which gives details of your project title, its submission status, and the number of days to the submission deadline.

Edit Profile: This button allows you to update your personal details, which you entered for your registration.

Email Us: You may email the HRB helpdesk (help@hrb.ie) for assistance and your query will be answered within 24-hours Monday to Friday.

View Application Layout: This button opens another window that contains a list of all the questions on the form. Use this to skip to whichever question you wish to fill in. This is a useful tool to navigate through sections of the form.

Guidelines: This document.

View Form: You may use this button at any stage to see the layout of the form, and the content you have entered to date.

Print Form: Click here to view your form in print layout and to print off your application form.

Form Headings: This button allows you to view each section of the form individually.

Helpdesk

If you require help with the eGrants system please contact the HRB helpdesk:

Email: help@hrb.ie

Telephone: +353 1 2345122

All queries will be dealt with within 24 hours, Monday to Friday.

Timeout and Saving Information

Please ensure that you save your information at least once every 50 minutes. The system will automatically log you out after 60 minutes if you do not save your information and you may lose whatever you have entered. This protects your private information and saves valuable system resources.

We recommend that you complete any large sections offline (in MS Word, for example) and copy and paste it into the relevant sections.

Web Editor

The Web Editor is only available if you are using a PC with Internet Explorer version 6 and upwards. A Web Editor is software that allows you to format your text and to include symbols. For this scheme, it is available for entering your Research Programme.

If you are not using a PC with Internet Explorer, your Research Programme can be uploaded via a word document.

To use the Web Editor

Click on **Please click here to edit** on the screen. Once you have entered and formatted your text click on the 'save' button.

Uploading an Image File

You cannot use the Web Editor or Text Box for images. This means that your images will appear separately on your application so please ensure that they are referenced in the text of your Research Programme.

The file upload option is only available for you to include images, graphs and tables as part of your research programme. You have the option of uploading 2 files to support your research programme.

How to upload your file

1) Make sure your image is in one of these formats:

Joint Photographic Experts Group (.jpeg or .jpg)

Graphic Interchange Format (.gif)

Portable Network Graphics Format (.png)

Please ensure that the file name they are saved under includes no spaces.

2) Create a single document for your image(s) by copying and pasting into one of these formats:

MS Word (.doc)

Adobe PDF (.pdf)

Rich Text Format (.rtf)

Powerpoint (.ppt)

MS Excel (.xls)

MS Publisher (.pub)

3) Check the size of the file (click on properties under File menu). If the file is smaller than 1,440 KB upload it by clicking on the first 'browse' button.

4) If your file is larger than 1,440 KB, you have the option of uploading a second file it by clicking on the second 'browse' button.

5) If the two documents exceed 1,440 KB each (or 2,880 KB in total), the size of the file can be reduced by decreasing the size of the original image and then converting and saving it following the steps above.

Gantt Charts in MS Project format (.mpp,.mpt and .mpx) can also be uploaded. Gantt charts can be created in any of the following formats, MS Word (.doc), Adobe PDF (.pdf), Rich Text Format (.rtf), Powerpoint (.ppt), MS Excel (.xls) and MS Publisher (.pub). These files can then be uploaded but must not exceed 1,440 KB in size.

NOTE: Please be patient when uploading your file as it may take some time if using a normal telephone line. Do not interrupt transfer unless you see no progress after five or six minutes.

COMPLETING THE EGRANTS APPLICATION FORM

Log in to your eGrants home page at:

<http://egrantsproduction.imaxan.ie/>

Please log in using your unique username (email) and password, and select New Application under the heading **Clinical Research Training Fellowships in Nursing and Midwifery 2008**.

You can login and logout as often as you wish to fill in the form and you can make changes to any section before you submit your application. After filling in a question, you must click on **Next(Save)** to save the information you have entered. Once you have submitted your application, you will not be able to make changes to it.

You will first be asked to enter your **Project Title**. The title should not exceed 200 characters. Please note that only plain text may be used in entering the project title.

The **Important** notice coming up asks you if you have read the Guidance Notes for this scheme. Choose '**Yes**' in the drop down menu.

NAVIGATION: Once you have passed the first question Project Title, on the application form, the option '**View Application Layout**' will appear on the left hand side menu, which contains a list of all the questions on the form. Use this to skip to whichever question you wish to fill in. This is a useful tool to navigate through sections of the form.

Applicant's Details

The next screen will show you the details you entered for registration. You can edit these details at any time using the **Edit Profile** button (see 'Tools' above).

Curriculum Vitae: Please provide a brief CV (maximum 750 words) including:

- academic qualifications (giving date, qualification, institution and country)
- professional qualifications
- list of previous positions held

Question 1: Research Classification

Please choose at each of the **three levels** the most appropriate classification.

Level 1: Research Category

There are five categories at this level. Please read the definitions below to help in selecting the most appropriate category (tick one category only).

Biomedical Research – Research with the goal of understanding normal and abnormal human functioning, at the molecular, cellular, organ system and whole body levels, including development of tools and techniques to be applied for this purpose, that does not have a particular diagnostic or therapeutic orientation. Also includes research into the development of new therapies or devices to improve health or the quality of life of individuals, up to the point where they are tested on human subjects. Studies on human subjects that do not have a diagnostic or therapeutic orientation.

Clinical Research – Research with the goal of improving the diagnosis and treatment (including rehabilitation and palliation) of human disease and injury; improving the health and quality of life of individuals as they pass through normal life stages. Research on, or for the treatment of, patients.

Health Services/Systems Research – Research with the goal of improving the efficiency and effectiveness of health professionals and the health care system, through changes to practice and policy. Health services research is a multidisciplinary field of scientific investigation that studies how social factors, financing systems, organizational structures and processes, health technologies, and personal behaviours affect access to health care, the quality and cost of health care, and, ultimately health and well-being.

Population Health – Research with the goal of improving the health of the population, or of defined sub-populations, through a better understanding of the ways in which social, cultural, environmental, occupational and economic factors determine health status.

Translational Research – Research that is specifically concerned with the application of basic research findings into innovative strategies, devices, products or services for the diagnosis, treatment or prevention of human disease or injury.

Level 2: Research Field

Please indicate the research field that best describes this fellowship application (tick one field only).

Level 3: Profession

Please indicate the area of occupational speciality which best indicates your occupation (tick one occupation only). If relevant, give the clinical speciality in the box provided.

Comments: General comments (if any) on HRB Research Classification System.

Question 2: Present Position

Please enter your present position/job title.
Enter the date of appointment to this position.

Question 3: Salary

Please state your present salary.

Question 4: Duration

Enter the duration of the fellowship in months (maximum 36 months).

Question 5: Proposed Start Date

Clinical Research Training Fellowships in Nursing and Midwifery usually commence on 1 October.

Question 6: Degree

Please enter the degree for which you intend to register (eg PhD).

Question 7: Host Institution


Please select from the drop down list the name of the institution where the award will be held. If your host institution is not on the list, please contact help@hrb.ie.

Question 8: Research Experience

Please detail any research experience to date (maximum 300 words).

Question 9: Publications

Please list your five most recent publications (if any).

Each reference is automatically numbered. Please enter each reference separately. You can change the order in which they appear by using the up and down arrows. To delete a reference, use **X**. To edit a free text reference, click on the pencil . To save changes, click on 'Insert'.

Please insert the publication references using one of the following methods:

(i) PUBMED ID where the article is indexed for Medline. The PubMed unique identifier is the number that appears beneath the citation as shown in the example below. To search for PubMed Ids (PMIDs) click on the PubMed link

(<http://www.ncbi.nlm.nih.gov/entrez/query.fcgi?db=PubMed>). PMIDs must be cited correctly, without spaces before or after the ID number.

or

(ii) Free text, as in this example:

Gallagher PA, Shoemaker JA, Wei X, Brockhoff-Schwegel CA, Creed JT.

Extraction and detection of arsenicals in seaweed via accelerated solvent extraction with ion chromatographic separation and ICP-MS detection.

Fresenius J Anal Chem. 2001 Jan 1;369(1):71-80.

PMID: 11210234

Question 10: Career Intentions

Give your reasons for applying for this fellowship and your career intentions (maximum 300 words)

Question 11: Project Summary

Please enter your project summary. The aim of the project should be conveyed with clarity (maximum 300 words).

Question 12: Keywords

Please insert a maximum of five keywords. Keywords may be added by using MeSH or free text.

MeSH or Medical Subject Headings is the National Library of Medicine's (USA) controlled vocabulary thesaurus. MeSH consists of a set of terms or subject headings that are arranged in both an alphabetic and a hierarchical structure. At the most general level of the hierarchical structure are very broad headings such as "Anatomy," "Mental Disorders," and "Enzymes, Coenzymes, and Enzyme Inhibitors." At more narrow levels are found more specific headings such as "Ankle", "Conduct Disorder," and "Calcineurin." There are more than 19,000 main headings in MeSH. Using MeSH keywords facilitates literature searches of Medline since all Medline articles are indexed used MeSH.

To search for a word in MeSH click on a main category, e.g. 'Body Regions', then sub category 'abdomen'. If abdomen is a keyword for your project select it by clicking on the + button to the left of 'abdomen'. If you wish to select a further sub-category click on

abdomen and you will be directed into the next level. You can move between categories. When you have reached the last level, the text will be in black indicating that it is the final level.

If your keyword is not in MeSH you can enter it into the free-text box at the top of the screen.

Question 13: Research Programme (3,000 WORDS MAXIMUM)

Please be aware that it is the responsibility of the applicant to check the word count, since the online system will not enforce it in this section.

Please detail (maximum 3000 words):

- (a) the project title
- (b) the research programme (purpose, background and plan)
- (c) the specific methodologies to be applied.

Please cite key references as appropriate. The references cited must be listed in Question 14.

For PC users: Please enter your research programme using Web Editor. Please ensure your version of Internet Explorer is 6 or higher. Please click on the URL below to download the most recent version of Internet explorer if you have an older version
<http://www.microsoft.com/windows/ie/downloads/default.asp>

To insert symbols, please click on third drop down list entitled font name and choose symbol, the last option on the list. Keystrokes will be entered as symbols. Commonly used symbols and their corresponding keystrokes include:


P π
A α
B β
D δ
G γ
S σ

If you need to include images, graphs or tables, please refer to 'Uploading an image'. Up to two files may be uploaded.

For Mac users: Please upload your research programme as a word document. NB: the file must not exceed 1.4mb in size. Please ensure there are no spaces in the file's label.

If you need to include images, graphs or tables, please refer to 'Uploading an image'. Up to two files may be uploaded.

Question 14: References

Please insert the references cited in the previous question (maximum 40). Each reference is automatically numbered. Please enter each reference separately. You can change the order in which they appear by using the up and down arrows. To delete a reference, use **X**. To edit a free text reference, click on the pencil . To save changes, click on 'Insert'.

Please insert the publication references using one of the following methods:

- (i) PUBMED Ids, where the article is indexed for Medline. The PubMed unique identifier is the number that appears beneath the citation as shown in the example below. To search for PubMed Ids (PMIDs) click on the PubMed link (<http://www.ncbi.nlm.nih.gov/entrez/query.fcgi?db=PubMed>). PMIDs must be cited correctly, without spaces before or after the ID number.

or

(ii) Free text, as in this example:

Gallagher PA, Shoemaker JA, Wei X, Brockhoff-Schwegel CA, Creed JT.

Extraction and detection of arsenicals in seaweed via accelerated solvent extraction with ion chromatographic separation and ICP-MS detection.

Fresenius J Anal Chem. 2001 Jan 1;369(1):71-80.

PMID: 11210234

Question 15: Gantt Chart

It is useful to provide a Gantt Chart, giving the estimated timelines for the various elements of your research project.

Please refer to 'Uploading an image' for guidance.

Question 16: Cochrane Systematic Reviews

If your research area has been the subject of a Cochrane Systematic Review please cite the reference to the **abstract** in the Cochrane Library.

Cochrane reviews provide systematic, up-to-date summaries of the possible benefits and harms of health care. You can access the Cochrane Library via the HRB website www.hrb.ie

You can search the Cochrane Systematic Reviews for **abstracts** relevant to your research.

Please enter the web address of the abstract in this format:

<http://www.mrw.interscience.wiley.com/cochrane/clsysrev/articles/CD003804/frame.html>

Question 17: Ethical Approval

Ethical approval is required for all HRB funded research that involves human participants, human material (including tissue), or animals.

If ethical approval is required for your research, please select **Yes** and enter the name of the institution which you will be applying to for ethical approval.

A copy of the ethical approval must be provided to the HRB before an award can be paid. Applicants should allow sufficient time to obtain ethical approval. If these documents are available at present, please attach a copy to your signature page.

Use of Human Subjects/Human Tissue

If relevant, select **Yes** to indicate which of the following will be used in the research project (use of any of the items below requires ethical approval):

- a) Population surveys/patient or family case history
- b) Blood samples
- c) Tissue samples/surgery or biopsy samples
- d) Post-mortem tissue/organs
- e) Cell lines derived from human tissue (which are not available commercially)
- f) Other (please specify)

Question 18: Good Research Practice

Please note it is a condition of HRB grants that institutions must have in place their own published standards of good research practice including a formal written procedure for the investigation of allegations of scientific fraud.

Please note that no grant will be awarded unless these standards are in place.

For further details see the European Science Foundation policy briefing on Good Scientific Practice (available on-screen on the eGrants application form).

Question 19: Relevance to Health and Social Gain

Please describe how your research contributes to health and social gain (maximum 600 words)

Question 20: Project Budget

Provide a summary of the costs associated with the project. All amounts must be displayed in Euro (maximum €7,500 per annum). Salary costs and a contribution towards university fees are calculated separately by the HRB.

In relation to equipment and materials, **a full detailed breakdown** of items required, **with costing**, must be supplied

Funds will be provided for the following:

- a) Small items of equipment, including computers and specialist software. Please include VAT where applicable.
- b) All materials needed to carry out the research, survey materials, travel costs for interviews, and transcription costs.
- c) Conference attendance, publication costs.
- d) Items not included in the above (e.g. training).

To enter details of costs, please click on **[Add Row]** under the item heading. Add the item name and cost. **Click on 'Save/Recalculate Totals' at the end of each line.** Each item must be entered separately.

To delete items click on **X** next to the item.

Question 21: Research Experience Abroad

The Health Research Board recognises the valuable experience that can be gained by researchers who spend time working with research groups overseas or in Northern Ireland. To this end the Board will offer a grant (maximum €7,000) to support fellows who would like to spend a period of four to six months gaining research experience overseas or in Northern Ireland. To apply for this grant, fellows will be expected to provide (at a later stage) a programme of work, a breakdown of costs and letters of support from the host institution and from the academic sponsor in Ireland.

If you intend to apply for this grant:

- indicate the year of the fellowship in which you wish to avail of this experience
- give the Name, Position, Address of your overseas/Northern collaborator
- describe how your research would benefit from such a visit (maximum 300 words)

Question 22: Training

Please detail the taught sessions you will attend at your host institution or elsewhere. Please state where and when you expect to undertake this training.

Question 23: Academic Sponsor

Please provide your academic sponsor's name, postal address, email and telephone number.

Question 24: Sponsor's Publications

Please list your academic sponsor's most recent publications (maximum 20).

Question 25: Nursing and Midwifery Sponsor

Where the principal academic sponsor is not a nurse or midwife, a nurse/midwife sponsor with an appropriate academic qualification is also required to supervise the research in relation to the nursing/midwifery aspects. Please provide your

sponsor's name, postal address, email and telephone number. The nursing and midwifery sponsor must sign the signature page.

Question 26: Supervision and Support

Describe how your academic sponsor will be involved in your research project. (Maximum 250 words)

Describe how your nursing and midwifery sponsor (if different from academic sponsor) will be involved in your research. (Maximum 250 words)

Fellowship Mentoring Committee

The appointment of a Fellowship Mentoring Committee is a requirement of this Fellowship scheme. The committee should be made up of the academic sponsor, a nursing and midwifery sponsor (if relevant) and an independent advisor(s) from outside the fellow's academic department. The Committee should hold bi-annual meetings with the fellow to review academic progress, to advise on matters relating to the PhD thesis and provide the fellow with a supportive mentoring environment.

Please give the name, address, email and telephone number of the independent advisor(s).

Please describe support available from any other source. (Maximum 250 words)

Please provide letters of support, if relevant (e.g. from international collaborators).

Question 27: Recommendation – Present Head of Department/Employer

Please provide a brief recommendation from your present Head of Department/present employer (maximum 250 words). Please also enter his/her contact details. Your present Head of Department or present employer must sign the signature page.

Question 28: Recommendation - Academic Sponsor

Please provide a recommendation from the principal academic sponsor who will supervise the research (Maximum 250 words). Your academic sponsor must sign the signature page.

Question 29: Statement of Support from Head of Department where research will be carried out

Please provide name address and contact details of Head of Department. The Head of Department where you will carry out your research must sign the signature page.

Question 30: How did you hear about the HRB Career Development Fellowships?

The HRB continuously aims to improve communications. You can help us to achieve this by answering this question on where you first heard about this call.

HRB Website
Research Liaison Officer
Supervisor
Irish Times
Word of Mouth
Other, please specify

Signatures

All applications must be accompanied by a **Signature page**, which must be printed off, signed, dated, and returned to:

Patricia Cranley
Health Research Board
73 Lower Baggot Street
Dublin 2

The signature page must be signed by the following people:

- (i) Present Employer/Present Head of Department
- (ii) Academic Sponsor
- (iii) Nursing and Midwifery Sponsor
- (iv) Head of Department where research will be undertaken
- (v) Dean of Research at Institute where research will be undertaken
- (vi) Applicant

**PLEASE NOTE THAT IF THE SIGNATURE PAGE HAS NOT REACHED
THE HEALTH RESEARCH BOARD ONE WEEK AFTER THE CLOSING DATE
THE APPLICATION WILL NOT BE PROCESSED**

Checklist and Submission

Please ensure that you have completed all the relevant sections of the application form. Click **Next** and you will be returned to your homepage. To submit your application use **Click to submit** under the heading **Status**. Once you have submitted your application, you cannot edit or unsubmit it.

Checklist	
Has your application been endorsed by your institution's Research Office, if required?	
Have you posted the signature page to the HRB?	
Have you submitted your application electronically? The egrants system automatically generates an email, within 24 hours of submission, confirming receipt of applications. Please contact help@hrb.ie if you do not receive an email.	