

FAQ: Frequently Asked Questions about Ambizione

1. How can I submit an application?

All application should be submitted electronically via the web platform mySNF, see:

www.mysnf.ch.

2. How can I get access to mySNF?

All users have to register first. Please make sure that the correct funding instrument is selected during the registration, i.e., "Individual support/Ambizione". For more details see:

www.mysnf.ch.

3. Is an English version of the regulation available?

Only a German and French version of the regulation is available. An English version is in preparation. For the German version see:

www.snf.ch/SiteCollectionDocuments/ambizione_reglement_d.pdf

For the French version see:

www.snf.ch/SiteCollectionDocuments/ambizione_reglement_f.pdf

4. Is there a form available for the confirmation of the host institute?

No form is provided for the confirmation of the host institute.

5. Who may write the confirmation of the host institute and what should be the content of the letter?

The contact person or any other faculty member at the host institute may write the letter. The following points should be addressed in the confirmation of the host institute:

- Integration of the applicant, provided workplace, access to infrastructure
- Statement on the project and its autonomy
- Scientific independence of the applicant
- Adequate support in the funding of research expenses (e.g. material, equipment, personnel, travel, etc.)

6. How many external statements are required?

External statements provide information about the scientific qualification of the applicant, the environment where the research project will be carried out, and the project. At least two external statements are required for every application. The applicant is responsible for contacting the evaluators. The statements should be sent by the evaluators directly to the Swiss National Science Foundation (SNSF) by e-mail or surface mail, and arrive no later than the submission deadline.

There are no restrictions regarding the evaluators. But if someone from the designated host institute is selected to write one external statement, it is important that a different person signs the confirmation of the host institute.

7. Is there a form available for the external statements?

Yes, a form can be downloaded from the SNSF website. For a German and English version of the form see:

www.snf.ch/D/foerderung/personen/ambizione/Seiten/_xc_ambizione.aspx

For a French and English version of the form see:

www.snf.ch/F/encouragement/personnes/ambizione/Pages/_xc_ambizione.aspx

8. What is the budget limit and what may be requested?

The budget limit is CHF 600'000 for 3 years, i.e. an average of CHF 200'000 per annum (including salaries and project funds). Please make sure that the budget is as detailed as possible (equipment, consumables, travel, personnel, etc.). Changes after the submission are not possible.

Project funds may be used to employ personnel (technician, laboratory assistant, supporting assistant, postdoc, etc.). There is no restriction on the percentage of occupation as long as the employment is justified in the application and the budget stays below the limit. Personnel salary is different for every institute. The applicant should therefore contact the HR department of the host institution or the personnel office of the host institute.

Candidates with sufficient experience may apply to appoint a PhD student. The salary for PhD students is fixed by the SNSF, see (document available only in German and French):

German version: www.snf.ch/SiteCollectionDocuments/allg_doktorierende_d.pdf

French version: www.snf.ch/SiteCollectionDocuments/allg_doktorierende_f.pdf

9. How much is the gross salary of the applicant?

The salary of the applicant will be determined in agreement with the host institution. The gross salary will be around CHF 100'000 per annum (research associate level). All social security contributions (employee and employer) will be covered. To allow mySNF to calculate the social security contributions of the employer, the correct percentage relevant for the host institution should be entered, see (document available only in German and French):

German version: www.snf.ch/SiteCollectionDocuments/allg_doktorierende_d.pdf

French version: www.snf.ch/SiteCollectionDocuments/allg_doktorierende_f.pdf

Regarding child allowance, they are different in every canton. The applicant should therefore contact the HR department of the host institution or the personnel office of the host institute.

10. Is there a guideline available for writing the research plan?

For a German and English version of the directives see:

www.snf.ch/D/foerderung/personen/ambizione/Seiten/_xc_ambizione.aspx

For a French and English version of the directives see:

www.snf.ch/F/encouragement/personnes/ambizione/Pages/_xc_ambizione.aspx

11. Is there a form or a template available for the CV, the publication list, or the career plan?

No forms or templates are provided.

12. Is there anything I should observe regarding the CV?

All dates should include month and year.

13. Is there anything I should observe regarding the career plan?

The career plan should not exceed one page. The background/occupational career of the applicant should be described briefly, as well as the medium and long-term goals.

14. When will the candidates be informed about the outcome of the evaluation?

The selection procedure takes place in two phases. In the first phase, the National Research Council of the SNSF makes an initial selection based on the documents submitted. Candidates will be informed about the outcome of phase 1 of the evaluation around mid-May. All candidates who make it to phase 2 are invited to an interview to present their research project and career plan. The interviews are usually held in the second half of June. The candidates will be informed about the final decision in the beginning of September.

15. When is the earliest possible and latest possible starting date for the subsidy?

The earliest possible starting date is October 1st. The start can be postponed by no more than 12 months.

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