

Regulations on the funding of doctoral mobility in research projects supported by the SNSF

1 November 2011

The National Research Council

based on Article 46 of the Regulations of the Swiss National Science Foundation on research grants of 14 December 2007 (Funding Regulations ¹)

issues the following Regulations:

1. General provisions

Article 1 Principle

¹ The Swiss National Science Foundation (SNSF) awards grants to doctoral students employed in research projects funded by the SNSF so that they may spend a stay abroad within the scope of their doctoral studies (hereinafter "mobility grants").

² The mobility grants enable doctoral students to be more flexible in their career planning. The SNSF considers mobility to be an essential element of an academic career.

Article 2 Duration and location of the stay

¹ The mobility grant is awarded for six to twelve months. The maximum duration of four years for doctoral studies financed by the SNSF may not be extended by a stay abroad.

² The stays abroad must be spent at research institutions abroad that add value to the dissertation and to the research career.

³ Furthermore, the stays abroad should serve the objectives of the underlying research project.

¹ www.snsf.ch > About us > Statutes & legal framework

2. Formal requirements

Article 3 Personal requirements

Doctoral students who wish to submit an application for mobility grants must meet the following requirements:

- a. They are employed in a research project funded by the SNSF, are seeking to obtain a doctorate in connection with their scientific work for the research project and are enrolled as doctoral students.
- b. They provide written confirmation from their supervisor and, if not the same person, from the principal investigator of the research project funded by the SNSF stating that he or she supports the planned project from a scientific point of view and guarantees that the doctoral student will remain employed in the research project funded by the SNSF during the stay abroad.
- c. They provide written confirmation from the host institution stating that the doctoral student will be adequately supervised and granted access to the infrastructure there.

Article 4 Objective requirements

¹ The stay abroad must take place within the time-frame of the research project funded by the SNSF.

² The application for a mobility grant must be submitted in electronic form and in the prescribed data formats and must contain all mandatory data and enclosures. The mandatory enclosures include, in particular:

- a. A scientific research plan for the stay abroad that explains the relevance of the planned work for the doctoral studies and the research project;
- b. A detailed budget for the additional costs incurred;
- c. Written confirmations from the responsible supervisors, from the project leader, if applicable, and from the host institution pursuant to Article 3 letters b and c.

Article 5 Submission of applications and deadlines

¹ The application must be completed by the doctoral student himself/herself. Subsequently, it must be submitted by the project leader of the research project funded by the SNSF.

² The application must be submitted electronically via mySNF under the item "Supplementary grants".

³ The application must be submitted no later than three months before the start of the stay abroad. The punctuality of applications is regulated in Article 9 paragraph 2 of the Funding Regulations.

⁴ Applications for mobility grants may be submitted at any time within the scope of an ongoing project funded by the SNSF. Hence, applications may be submitted on the first day of the research project funded by the SNSF at the earliest and nine months before the end of the project at the latest.

3. The evaluation procedure

Article 6 Procedure

¹The applications are evaluated in the order of their submission.

²The SNSF makes a limited budget available for mobility grants each year. Mobility grants are only awarded until the funds are exhausted.

Article 7 Assessment criteria

¹Applications that meet the formal requirements are evaluated scientifically.

²The following assessment criteria are applied:

- a. Conformity of the planned project with the objectives of the dissertation and the research project;
- b. Value added to the dissertation by the stay abroad;
- c. Relevance of the stay abroad to the doctoral student's future career.

4. Eligible costs

Article 8 Costs

¹The doctoral students may claim the following costs:

- a. Cost of outward and return journey to the host institution. In general, the most inexpensive options should be proposed (train, bus, economy class). The cost of the outward and return journey is also covered for co-travelling family members (partner, children), provided that they accompany the doctoral student during the entire stay abroad.
- b. Subsistence costs abroad, in particular for accommodation.
- c. A grant for attending scientific conferences that are relevant to the doctoral student's research and cannot be financed via the research project.

²No research costs may be claimed.

³The SNSF contributes a maximum amount of CHF 20,000 towards the stay abroad. A higher amount may be paid if the doctoral student is accompanied by his/her family (partner, children) during the stay abroad.

⁴The SNSF may reduce the requested duration or budget.

Article 9 Salary

The salary of the doctoral student will continue to be paid based on his/her employment within the research project.

5. Rights and obligations of the grantees

Article 10 Release of funds

The awarded funds are released on receipt of a corresponding request from the leader of the research project funded by the SNSF. The procedure is governed by Article 34 of the Funding Regulations.

Article 11 Insurance

Any additional insurance not covered by the employer, but necessary for the stay abroad, is the responsibility of the grantee.

Article 12 Reporting

¹ Reporting shall be effected within the scope of the regular scientific report on the research project funded by the SNSF. No separate scientific report need be submitted.

² The financial statement shall be submitted as an annexe to the regular financial report. The costs of the stay abroad must be itemised.

³ Funds that are not used may not be allocated for any other purposes within the project and must be refunded to the SNSF. Costs are only reimbursed if the corresponding receipts are provided.

6. Final provisions

Article 13 Further provisions

Subject to any deviating provisions in these Regulations, the provisions of the Funding Regulations and the General implementation regulations for the Funding Regulations.² apply.

Article 14 Entry into force

These Regulations were approved by the National Research Council on 1 November 2011 and enter into force on 1 January 2012.

² www.snsf.ch > About us > Statutes & legal framework