



2020
SNIS
Call for Projects

Guidelines for the Full Proposal

snis.ch



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Content of Full Proposal

The **full proposals** are evaluated according to the same criteria as during the first round i.e.:

- **Academic originality and rigor**
- **Collaboration**
- **Projected outputs & dissemination**

In addition to the above content criteria, the Scientific Committee will also pay particular attention to the **project budget**.

Please note that **your full proposal should not significantly deviate in content and team composition from the initial version**.

The **full proposal** consists of at least **five pdf documents and the Excel version of the budget**: The following documents need to be provided:

Summary **Summary:** Summary of the project (maximum 1'800 characters).

Research plan **Research plan** (maximum 35'000 characters – this number does not include bibliographical references, that can be added in footnotes or at the end of the document). The research plan should contain:

- The research question and its importance from a theoretical, empirical, and policy viewpoint, as well as arguments or hypotheses to be developed and examined. This section will typically include a review of existing research on the issue and a discussion of gaps or deficiencies in the existing literature;
- The research approach and methodology to be used;
- Specific research tasks, organisation of the project, division of labour among team members, time-table, and milestones.

Team member information	<p>Team member information: A file combining the information on all relevant team members (coordinator, co-coordinator, principal member(s)). Please note that the information on each team member should not exceed 5 pages. For each team member the following information has to be included:</p> <ul style="list-style-type: none">• Explanation of why the team member is particularly qualified to successfully carry out the planned research;• Full CV with list of publications;• Engagement / support email (informal) by concerned researcher confirming her/his commitment to the project.
Partnership information	<p>Partnership information: partnerships with other academic institutions, International Organisations or NGOs in Switzerland and other countries. Commitment letters / emails from partnering institutions should confirm their involvement.</p>
Dissemination strategy	<p>Dissemination strategy for the expected research results: Academic publication strategy (please indicate targeted journals), dissemination strategy towards policy / broader public. Data sharing strategy, other dissemination plans.</p>
Budget	<p>Budget: Using the SNIS template provided, including detailed information on the proposed use of SNIS funds and on co-financing (the budget template is also available on the SNIS website).</p>
Institutional letter for Post-docs	<p>Institutional letter for Post-docs: If the project coordinator is a post-doctoral employee, a letter from their institution assuring their continued employment at the institution for the duration of the project time is required.</p>

Submission

Submission via the SNIS webpage

All six required documents must be uploaded on the SNIS webpage. The page URL and the password to access it are in the email you received. The submission page is equally linked on the SNIS website (funding section) but you need the password to access it. Once you are on the submission form you will need to enter your individual project code. This code was equally sent to you by email and it corresponds to your project code ID from the first round.

Submission deadline

The deadline for this second round submission is **Thursday 14.05.20, 13:00 CET**.

Documents

In addition to this document, we ask you to please refer to information which you will find on the website regarding the submission of your full proposal.

- SNIS Call for Projects
- The budget template
- Regulations Concerning the Rights and Duties of Recipients of SNIS Subsidies