**Sino Swiss Science and Technology Cooperation Programme 2017-2020**

**Guidelines and Application Form for Exchange Grants**

***Important:*** *This instrument is co-funded by the China Scholarship Council (CSC). Chinese prospective visiting scholars must submit their applications to the CSC, and the Swiss partners/hosts must submit their applications to ETH Zurich as the Swiss Leading House for Bilateral Science and Technology Cooperation with Asia.*

**Objectives**

The Exchange Grants are an instrument for encouraging follow-up activities between Chinese and Swiss partners after symposia, joint workshops or other initial joint activities. These grants shall enable mid-term personnel exchanges that are a first step to future more ambitious or more engaging joint research projects. The grants shall provide a mechanism for Swiss researchers to stay in contact with Chinese colleagues and start research activities.

The Exchange Grants offer the possibility to host young Chinese scholars in Switzerland.

**Scientific Priority Areas and Prerequisites**

The call is open to all scientific disciplines. However, it is a prerequisite that initial contacts exist between the Chinese and Swiss partners, set up during a symposium, workshop or alike, in order to ensure commitment in hosting the academic guest from the partner country.

**Eligibility**

Senior researchers holding permanent positions in an eligible Swiss institution (Swiss Federal Institutes of Technology, Cantonal universities, Federal and Cantonal research institutes, Universities of Applied Sciences, and other research institutes eligible for receiving federal funding) must apply as main applicants. They have the possibility to host a young Chinese scholar in their group in Switzerland.

**Grant Information**

**Hosting young Chinese scholars in Switzerland**

In a joint programme with the China Scholarship Council, we support research stays of young Chinese scholars (PhD students (a completed Master degree is a prerequisite) or post-doctoral researchers) in Switzerland.

*Funding:*

The CSC will provide a scholarship in accordance to the regulations of the Chinese government (CHF 2100 per month for PhD students and postdoctoral researchers including health insurance, and a return international air fare to Switzerland). The Swiss side will top up the scholarship to CHF 2500 per month (for both PhD students and postdocs). If the visiting scholars (academic guests) receive employee status in the Swiss institute, the Swiss side will pay for social costs (AHV, etc.) up to CHF 250 per month in addition. Please specify your budget request in the application form. The visiting fellows (or their Chinese home institutes) are responsible for their own health insurance and travel costs.

*Duration:*

Research stays of 6-24 months.

*Application procedure and deadline:*

The Swiss main applicant (hosting researcher) must apply to ETH Zurich as the Leading House using the application form attached. **Deadline 30 April 2020.**

**At the same time, the Chinese visiting fellow must submit his/her application to the CSC by 30 April 2020.**

(For application details, please contact the CSC office in China or see: <https://bg.csc.edu.cn/DownLoad.aspx?PROJECTCODE=620057>  **a co-application is mandatory**)

**Grant Agreement and Reporting**

In both cases (hosting and sending of scholars), the Swiss main applicant will have to sign a Grant Agreement with the Leading House ETH Zurich once his/her project has been approved. It is the Swiss applicant’s responsibility to ensure that a final report is submitted. 80% of the funding will be transferred after the conclusion of the Grant Agreement between the Leading House and the Swiss main applicant. The final 20% will be transferred after the final report (includes both financial and scientific parts) has been accepted by the Leading House. Report forms may be downloaded from the programme website.

**Selection Criteria**

(Not necessarily listed in the order of priority)

1. Scientific merit, significance, feasibility, and potential impact of the proposed research;
2. Clear elaboration or research plan for the visitor;
3. Clear demonstration of bilateral support and previous contact;
4. Qualification of the visiting fellows for the proposed research;
5. Clear elaboration of complementarity of the expertise of the partner groups.

**Evaluation**

All projects will be evaluated on the Swiss side by peer review. The China Scholarship Council will conduct a separate review of projects involving stays of Chinese scholars in Switzerland. Only projects evaluated positively on both sides will be supported.

**Intellectual Property**

Applicants must consult both the host as well as the guest institution concerning their internal regulations on intellectual property. For market oriented/industrial projects, it is important that a consensus document has been signed by all parties or is in preparation.

**Submission**

Please send your application (both electronically as one single pdf document and by hard copy mail) to: [elise.nardin@sl.ethz.ch](mailto:elise.nardin@sl.ethz.ch) with copy to [lucia.arpagaus@sl.ethz.ch](mailto:lucia.arpagaus@sl.ethz.ch)

Elise Nardin

Programme Manager

c/o Lucia Arpagaus

International Affairs

ETH Zürich

Office of the President

Rämistrasse 101 / HG E39

8092 Zürich

Tel. +41 44 632 8465

Email: [elise.nardin@sl.ethz.ch](mailto:elise.nardin@sl.ethz.ch)

Website: [www.global.ethz.ch](http://www.global.ethz.ch/)

**Instructions**

The Swiss main applicant has to complete the present application form, both in the case of hosting a Chinese scholar in Switzerland or sending a Swiss scholar to China. It is the responsibility of the Swiss main applicant to make certain that the contents in the present application are as accurate as possible. An incomplete form or incomplete answers put the proposal in competitive disadvantage during evaluation.

Please make sure that when hosting a Chinese scholar in Switzerland, the prospective scholar also submits his/her application to the China Scholarship Council. Failure in doing so will result in disqualification of the application.

**Part 1: General information**

**1. Basic data**

|  |  |
| --- | --- |
| **Project Title:** |  |
| **Keywords:** |  |
| **Priority research area:** |  |
| **Intended start Date:** |  |
| **Duration (months):** |  |
| **Budget:** |  |

I hereby confirm that all the pieces of information given in the present application and the attachments are correct to the best of my knowledge.

|  |  |
| --- | --- |
| Place, Date | Exchange Scholar (Chinese) |
| Place, Date | Swiss Main Applicant |
| Place, Date | Chinese Main Applicant (supervisor of Chinese visiting scholar or Chinese host of Swiss scholar) |

**2. Personal data**

**2.1 Exchange scholar (Chinese)**

|  |  |
| --- | --- |
| Family name: |  |
| First name(s): |  |
| Title: |  |
| Academic degree: |  |
| Date of birth: |  |
| Gender: |  |
| Nationality: |  |
| Employer: |  |
| Address: |  |
| Postcode, City: |  |
| Country: |  |
| Email: |  |
| Phone number: |  |

**2.2 Swiss Main Applicant (Swiss host )**

|  |  |
| --- | --- |
| Family name: |  |
| First name(s): |  |
| Title: |  |
| Academic degree: |  |
| Date of birth: |  |
| Gender: |  |
| Nationality: |  |
| Employer: |  |
| Address: |  |
| Postcode, City: |  |
| Country: |  |
| Email: |  |
| Phone number: |  |

**2.3 Chinese Main Applicant (supervisor of Chinese visiting scholar)**

|  |  |
| --- | --- |
| Family name: |  |
| First name(s): |  |
| Title: |  |
| Academic degree: |  |
| Date of birth: |  |
| Gender: |  |
| Nationality: |  |
| Institute name/place of work: |  |
| Address: |  |
| Postcode, City: |  |
| Country: |  |
| Email: |  |
| Phone number: |  |

**3. Requested funding**

* Duration\* of the project: \_\_\_\_\_\_\_\_\_\_ months.
* Type of support requested: Visit of Chinese scholar in Switzerland (6-24 months, CSC support mandatory)
* The Chinese visitor shall receive the status of an (please check one):

󠄀 Academic guest

󠄀 Employee

The Leading House will calculate the funding granted by the Swiss side. The final grant sum will appear in the Grant Agreement once the project has been awarded.

\*: This is usually the same as the duration of the stay of the exchanged scholar. If not, please specify and explain.

**4. Past Joint Projects and Attendance of Joint Symposia and Workshops**

Please list your past collaboration and joint publications, if any.

**5. Pending Applications**

Please indicate if you have submitted any similar joint research proposals to other funding agencies.

**6. Suggested Reviewers**

Please suggest at least three possible Swiss reviewers for this proposal (and specify anybody who should *not* review this proposal, if any). Suggested reviewers should ideally work in another research institution than the one where the Swiss main applicant works. Please provide their names and current contact information (email address).

**7. Research requiring authorizations or notifications**

Indicate whether the proposed research includes:

|  |  |  |
| --- | --- | --- |
|  | **YES** | **NO** |
| Humans, human tissue samples or individual medical data |  |  |
| Vertebrates, decapods or cephalopods |  |  |
| Pathogens or genetically modified organisms |  |  |
| Human embryonic stem cells |  |  |

Please note that research on humans, human embryonic stem cells, vertebrates, decapods, cephalopods, pathogens and genetically modified organisms needs authorization and/or notification in Switzerland and China. In case of difference in Swiss and Chinese standards, both partners should make reasonable effort to understand the differences and decide if the standards are acceptable in his/her home country (Switzerland and China).

**Part 2 - Research plan** (5-10 pages, excluding CVs)

1. **Abstract** (1-2 paragraphs, no more than 0.5 page)

Briefly describe the objectives, the research plan, and expected results of the proposed activities. Explain why the visit to this particular institute/institution is important. Please use non-technical language.

1. **Background** (maximally 0.5 page)

Briefly describe the current state of the art in the proposed area of research. Explain the significance of the proposed activities and describe how they will contribute to the advancement of knowledge in the proposed field of research.

**3. Description of the objectives, planned activities, and justification for visit** (1-2 pages)

Please state the objectives of the collaboration and describe the experiments to be performed by the visitor (and the team, if interaction between the host lab and the visitor is envisioned) during the proposed exchange. Describe the relationship between the student’s current project and the research environment, strengths and expertise of the host institute/institution.

**4. Partnership**

1. How did you initially establish the contact to your Chinese partner? Is this your first collaboration with this partner?
2. Please describe the complementarity between the collaborating groups (1 paragraph).
3. Please describe the qualifications of the visiting scholar and the reasons behind their selection.
4. **List of milestones**

Outline major milestones of the proposed activities on a time-scale of months.

|  |  |  |
| --- | --- | --- |
| Milestones | Associated activities | Expected date  (measured in months from the project start date) |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |

Insert additional rows into the table if necessary.

1. **Ethical, safety and regulatory issues**

Does the proposed work raise ethical, safety or regulatory issues? If yes, how will you deal with it? Please explain in detail.

1. **Intellectual Property**

Please state if there could be patents resulting from this collaboration. Please confirm that you have contacted your technology transfer office and made provisions for intellectual property protection.

**APPENDICES**

In addition, please provide (in one single pdf document):

1. Brief CV of the Swiss main applicant, the Chinese partners, and the CV and a reference letter for the visiting fellow.
2. Letter of support from the hosting institute.