

Implementing provisions on the award of development grants from the “University of St.Gallen Basic Research Fund” for postdoctoral researchers

of 1 February 2016

Based on Section 1 (2) of the “Regulations on the award of research funds by the Research Committee of the University of St.Gallen” of 8 December 2015, the Research Committee of the University of St.Gallen herewith passes the following implementing provisions:

Section 1 Subject

¹ This decree regulates the awarding of development grants from the “Basic Research Fund” for junior researchers.

Section 2 Entitlement to apply

¹ Junior researchers at the University of St.Gallen who have been awarded a doctoral degree or are expected to complete their doctoral degree within the next six months, the relevant date being the date of the last completed examination, are entitled to apply.

² Also, junior researchers outside the University of St.Gallen who fulfil the following criteria are entitled to apply:

- They hold a doctoral degree or will be awarded a doctoral degree within the next six months.
- Applicants with a completed doctorate (PhD) have been awarded the degree at most two years before the application deadline. The relevant date is the date of examination/viva voce. Exceptions may be granted in justified cases, e.g. care responsibilities within the family. Detailed reasons why an exception should apply must be submitted in writing along with the application.

³ The term of the grant will start only once the viva voce has been passed successfully.

Section 3 Requirements with regard to the research project

¹ The research project must serve the development of a research profile which will be highly likely to lead to an appointment to a full professorship.

Section 4 Eligible costs

¹ The development grant includes the funding of the applicant's own position in accordance with the common salary bands at the University of St.Gallen (F8). Funding is provided at the common employment level of 75% and subject to the condition that a maximum of 75% of funding of the beneficiaries may be from funds of the University of St.Gallen and institutions affiliated with the University of St.Gallen. Where there are good reasons (particularly care responsibilities within the family), the total workload funded by the University of St.Gallen may be reduced to 50%, but not below. Detailed reasons why an exception should apply must be submitted in writing along with the application.

² Expenses for conference travel will be paid pro rata at the employment level funded by the Research Committee without need for prior application. The Research Committee will periodically determine the maximum amount of conference expenses paid.

³ Research costs which are indispensable for the realisation of the research project may be granted in addition.

⁴ No retrospective development grants are awarded.

Section 5 Duration of funding

¹ Development grants are awarded for a maximum of 36 months.

² Where the total duration of funding exceeds 24 months funding is applied for in two tranches: the first tranche for a maximum of 24 months, the second tranche for the remaining term. In order to apply for the second tranche an extension must be granted in the course of one of the Research Committee's regular application periods prior to the expiry of the second project year.

Section 6 Application

¹ Applications are assessed in the regular meetings of the Research Committee. The application deadlines to be published apply.

² Applications must be submitted to research@unisg.ch, using the application form. The following documents must be enclosed:

- Research plan
- Curricula vitae
- Publications list
- Copies of diploma and doctoral certificates
- Supporting letter by at least one full professor at the University of St.Gallen which also details the integration of the applicant into a research institute at the University of St.Gallen.

Where two or more full professors declare a willingness to integrate the applicant into their respective research institutes the applicant, in the event of a successful application, shall make their choice of research institute.

- Two letters of recommendation (**not** needed when applying for an extension)

³ The research plan submitted alongside the application for extension must include a report on the first part conducted, the progress of the current project and a justification for the extension.

Section 7 Assessment

¹ The following criteria are applied in the academic assessment of the overall project:

- Compliance with the requirements of Section 3
- Suitable integration into a research institute at the University of St.Gallen

² The following criteria apply to applications for extensions:

- Project success up to date
- Likelihood that the project aims will be achieved within the remaining project term

Section 8 Grant payment

¹ In the event of a favourable decision by the Research Committee a project cost centre will be created to which the granted amount will be transferred.

² The project cost centre is managed by the Research Committee Office.

Section 9 Obligations of the beneficiaries

The award of a grant obliges the researchers to comply with duties of information, depositing and reporting in accordance with the "Regulations on the granting of research funds by the Research Committee of the University of St. Gallen"¹.

Section 10 Fund assets

¹ The investment of funds and the administration of the fund's assets are the responsibility of the Administrative Director.

¹ Based on the Senate Committee's Resolution of 8 December 2015.