Bilateral research cooperation with the Latin American Region 2017-2020

FAQ – Frequently asked questions about Seed Money Grants 2019

What is the aim of the Seed Money Grants 2019

- The goal of the Seed Money Grants is to strengthen or initiate scientific exchange between Swiss and Latin American researchers and institutions in all disciplines by enabling them to jointly undertake preliminary research and organize workshops.

- Seed Money Grants are particularly useful to develop joint project proposals, to be submitted to large funding agencies in Latin America, Switzerland, and Europe or to combine already existing and independently funded projects in Switzerland and the partner countries for long-lasting cooperation and present bigger projects (e.g. to SNF, ERC).

Who is eligible to apply for Seed Money Grants 2019?

- As stated in the application form, each proposal must have one principal applicant based in Switzerland and one in Latin America.

- The Swiss Principal Investigator has to hold an employment as a scientist in an eligible Swiss institution (Swiss Federal Institutes of Technology, Cantonal Universities, Federal and Cantonal Research Institutes, Universities of Applied Sciences) with several years of academic experience.

- The Principal Investigator in Latin America must be affiliated to an accredited university or a public research institute and hold a faculty or scientist position or a doctoral degree in addition to several years of academic experience.

- Additional researchers based in Switzerland and/or Latin America are also invited to participate. Proposals can include Master and PhD students.

Who holds the main responsibility for the project?

- The Swiss Principal Investigator bears the main responsibility for the project including its technical and administrative coordination as well as timely delivery of scientific and financial reports.
Can you provide contact information of Swiss or Latin American researchers and universities who could support my project?
  – We do not provide applicants with any contacts of researchers or institutions. This is the responsibility of the main researchers applying for the grant.

Is the call open to a restricted area of disciplines?
  – The calls are open to all disciplines and fields for mono- or interdisciplinary research projects. Innovative proposals are more than welcome.

I or we already received a grant (e.g. from the SNF or Leading House). Can I/we apply again?
  – You can apply again, but it cannot be with the same project. Additionally, we will need to see the final report of the previous project and how it has evolved. However, priority is given to researchers/projects that have not received previous funding.

How are applications evaluated?
  – The Leading House for the Latin American Region awards grants according to the principle of competition and ensures equal opportunity for all applicants. Proposals will be reviewed according to international blind peer review standard procedures. Members of the evaluation panel will designate external peer review experts, if needed.

Do I have to apply in English?
  – Yes, all the information provided in the administrative part and all uploaded documents must be in English.
How much financial contribution do the partner institutions in Latin America and Switzerland have to provide?

- Reciprocity is an important pillar of collaboration between Swiss and Latin American researchers. Contributions from both the Swiss and Latin American partners are expected; mutual commitment is an essential indicator for the sustainability of the project. This includes co-funding by all partners and, if available, third party contributions.

Can the grant be used to pay for salaries?

- No, the Seed Money Grant cannot be used to pay a salary, nor is it meant to be a scholarship. Seed Money Grants can be used to pay project related costs (e.g. flight and accommodation for field research, if justified within the proposal). The outsourcing of project-tasks (e.g. data collection and processing) can only be covered in exceptional cases.

Can the Seed Money Grants be used to purchase hardware?

- No. It is assumed that all Swiss based researchers have access to their own equipment via their institutions. However, software that is deemed essential for the research project could be purchased using part of the Seed Money Grant.

Are there any guidelines for contributions to transport, accommodation and consumables?

- **Travel expenses:** up to CHF 2,000 per person may be granted. This covers all travel expenses for one person within Switzerland and Latin America (e.g. flights, car, train, bus etc.). Only economy class flights between Switzerland and the Latin American country can be funded. Costs for taxis and Uber can only be accepted in exceptional cases and with a thorough justification.

- **Accommodation:** max CHF 120-150/night in Switzerland, max CHF 60-80/night in Latin America, depending on the country, may be granted.

- **Consumables:** max CHF 60/day in Switzerland, max CHF 40/day in Latin America, depending on the country, may be granted.

- Please bear in mind that the Leading House for the Latin American region reserves the right to cut the budget if it is regarded as to high.
Do I need to have a receipt for all expenses?

- Yes. All expenses have to be accounted for in form of a receipt of invoice. They need to be presented to the Leading House for the Latin American Region with the final Financial Report.

How and until when must I submit an application?

- All applications must be submitted in electronic form to the Leading House leadinghouse@unisg.ch. Instructions and deadlines can be found on the Website. You have access to the official call and application form under “Downloads”.