



Application guidelines for the UZH Candoc Grant 2023

December 2022

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1. General terms

Valid only for the **application period 2023** (submission deadline 1 February 2023). Main adjustments compared to the previous application period are marked with **△**.

Please take note of the **additional information and regulations of the faculties** in the annex to the guidelines.

The team at the UZH Grants Office will be glad to help you if you have questions about applying for funding: support@research.uzh.ch.

Funding from the UZH Candoc/Postdoc Grant allows the University of Zurich to support excellent early career researchers who would like to carry out a research project of their own choice at UZH. Primarily salary funds are granted in order to provide researchers with protected research time for their project or to award an excellent research project. There are two types of funding: **Candoc** for PhD candidates and **Postdoc** for postdoctoral researchers and scholars working on their habilitation.

1.1 Individual requirements

Applicants are eligible if they intend to obtain a PhD degree at UZH. At the time of applying, they must:

- be enrolled at the UZH as a PhD student, or
- have a binding confirmation from their future PhD supervisor at UZH.

Please take note of the additional regulations of the faculties in the annex.



1.2 Duration of funding and starting date

The maximum duration of project funding depends on the faculty at which the project is carried out. Below is a list of the maximum funding durations that can be applied for by faculty (see also point 3.4):

Faculty of Theology	Candoc: 6 months	Postdoc: 6 months
Faculty of Law	Candoc: 12 months	Postdoc: 12 months
Faculty of Business, Economics and Informatics	Candoc: 12 months	Postdoc: 12 months
Faculty of Medicine**	Candoc: 12 months	Postdoc: 12 months
Vetsuisse Faculty	Candoc: 12 months	Postdoc: 12 months
Faculty of Arts and Social Sciences*	Candoc: 24 months	Postdoc: 24 months
Faculty of Science*	Candoc: 12 months	Postdoc: 12 months



* **Dependent on budget and number of excellent applications, the UZH Research Committee may decide to reduce the duration of the application by up to 25%.** Please also note the additional information and regulations of the faculties in the annex.



** **Two successful projects from the same PI will each receive 70% of the applied money, and three successful projects will each receive 50% of the applied money. The PI must cover the remaining 30% or 50%, respectively.** Candoc and Postdoc applications are considered separately.

The successful acquisition of a Candoc Grant establishes an employment at UZH. If you are already employed at UZH, please note that **the maximum period of employment during your PhD may not exceed six years** according to § 15 Abs. 1 of the Personalverordnung UZH.

The project must begin on the first day of a given month within the funding period. Projects can begin on **1 August 2023** at the earliest and on **1 August 2024** at the latest.

1.3 Expenses covered

PhD candidates can request funding for the following:

- their own salary
- funds for material and travel that are essential for the project but cannot be obtained any other way (see 5.6)

Applicants may request a sum of CHF 125,000 at the most. **Please take note of the additional information and regulations of the faculties in the annex.** The amount of the requested budget has no influence on the evaluation of the application.

2. Application procedure

2.1 Submission deadline

The submission deadline for applications is **1 February 2023 at 17:00:00 (CET)**.

2.2 Evaluation and decision

Only complete applications that are submitted on time via the electronic platform myUZHGrants and that meet the formal requirements (e.g. length of the research plan or required diplomas) will be considered.

After the formal examination has been carried out by the UZH Grants Office, the applications are forwarded to the respective representatives of the faculties in the UZH Research Committee for review. As a rule, the evaluation is carried out by faculty members, provided that there is no conflict of interest. Each application receives 2 reviews.

The following three criteria are considered in the evaluation:

1. Academic qualification and background of the applicant.
 - o The researcher has the professional competence to carry out the research project
 - o Previous scientific track record (relative to career and life situation)
2. Scientific quality of the project
 - o The proposed project is methodologically and theoretically sound and up to date with the current state of research
 - o The proposed project is feasible within the proposed project duration
3. Innovation and originality of the project
 - o The proposed project is scientifically relevant and related to current research questions
 - o The proposed project is original and innovative.

The reviewers assess all criteria according to a unified scale from 1 (= not recommended for funding) to 5 (= strongly recommended for funding).

The final decision is made by the UZH Research Committee based on the evaluation of all applications considering the available means. The budget available to each faculty is determined beforehand based on an allocation formula.

2.3 Notification and Feedback

After the committee meeting, a provisional list of approved projects will be published on the UZH Candoc Grant's website (approximately mid of June 2023). The binding decision will be communicated to the applicants by the end of June 2023.

In case of rejection, the applicant can contact the responsible committee member of the relevant faculty for feedback. Please consult the list of committee members on the UZH Candoc Grants website:

<https://www.research.uzh.ch/dam/jcr:fffff-f860-de4a-ffff-ffffa5bea44e/Fkomm.pdf>

3. Information on applying

3.1 Language of application

The application can be written in German or English (for exceptions, see the **additional information and regulations of the faculties** in the annex).

3.2 Electronic application

Applications are submitted electronically. Submission on the application platform myUZHGrants is open from **1 December 2022**. The link to the application platform will be published on the website: <https://www.research.uzh.ch/en/funding/phd/uzhcandoc.html>

Applicants must log in using their UZH Shortname and their WebPass password¹. Applicants who do not yet have a UZH Shortname first have to register on the application platform and log in using their e-mail-address.

There are three steps to applying:

3.2.1 Creating application and inviting reference persons

After logging in to the application platform, create a new *Candoc* application. An application consists of your entries in the form (see 4.), the documents you upload (see 5.) and the reference letters submitted directly by the reference persons. Reference letters cannot be viewed by applicants but are integral parts of the application. They are required for each application submitted (including applications for extension or revised applications).

You must register **at least one reference person** (Button *Reference person: New*). **As first reference person, you must register the supervisor of your PhD thesis.** You may, but do not have to, register a second reference person. In the reference letter, the reference person should comment on the applicant's academic qualifications and, if possible, the planned project.

After registering the reference person, you must send him or her an invitation e-mail using the *Invite* button. The e-mail contains a link for the submission of the reference letter. Please track the status of the reference letters and, if necessary, use the *Remind* button to send up to two reminder e-mails to the reference persons.

Important: The submission deadline for reference letters is 1 February 2023, 17:00:00 (CET) as well. Since you can only submit your application definitively after the reference letters have been submitted, you should inform the reference persons in advance and, if necessary, remind them early enough.

3.2.2 Editing application and reference persons

You can edit the entries in the form, the documents, and the reference persons until the definitive submission of the application. Check the complete PDF of the application before definitive submission. It will be made available in this form to the Research Committee for evaluation (including reference letters).

Deleting or replacing reference persons is only possible if they have not yet submitted their reference letter. Contact details of the reference person can only be changed until the invitation has been sent. If you want to make changes after sending the invitation or replace the reference person with a new one, delete the reference person with the *Delete* button and register a new reference person.

3.2.3 Definitive submission of application

The definitive submission of the complete application must be done explicitly by 1 February 2023 at 17:00:00 (CET) at the latest (*Submit* button). The definitive submission can only be done once the form contains all necessary information and the required documents as well as the invited reference letters are on the application platform (corresponding buttons are green). When submitting your application, you must confirm that you have taken note of these guidelines, that your application is complete and all information is accurate, and that you have written the application on your own and in compliance with the principles of scientific integrity.

Applications that have not been submitted definitively will not be considered. Please complete and definitively submit your application as early as possible. An extension of the submission deadline due to server overload is not possible.

Once the application has been submitted definitively, editing is no longer possible (incl. the reference persons). Please do not send a hard copy of your application.

¹ <https://www.zi.uzh.ch/de/support/identitaet-zugang/manage-password.html>

3.3 Confirmation of receipt

After your application passed a formal assessment, you will receive a confirmation of receipt by e-mail (approximately 4 weeks after the submission deadline at the latest). Please note that the application is no longer visible to you during the assessment phase.

3.4 Applications for extension

Please refer to the additional information of the faculties (see annex). Applications for extensions can only be submitted for projects that have already been funded by a UZH Candoc Grant. They are processed with all official calls for proposals and must be submitted with the same documents necessary for a first-time application. In your research proposal, you should summarize the results of your research to date and discuss planned research activities.

4. Application form

Personal details and addresses	
Faculty:	Important: Choose the faculty ² which the institute, department or clinic belongs to where you will carry out your PhD project (regardless of which faculty you are enrolled at as a PhD candidate!). This concerns in particular PhD students with a project at the Faculty of Medicine who are enrolled at the Faculty of Science).
Home address:	This is your home address at the time you submit your application. Please enter any changes planned in the coming months, including the date of the change.
Work address (UZH):	Please enter the address of the institution at UZH in which you will work on your PhD thesis (incl. your personal contact details at the UZH, not those of your supervisor or other institute staff).
Correspondence address:	This is the address where you would like to receive your mail.
Academic status	
Supervisor:	Name of your thesis supervisor.
Matriculation:	Please enter the date you enrolled as a PhD student (begin of semester).
Completion of thesis:	Please give an estimated date of completion (year).
Paid position:	If you currently hold a paid position at the UZH (e.g., with means of UZH or SNSF) to carry out your PhD project, please state when the employment began. This information is decisive for determining the correct salary. The successful acquisition of a Candoc Grant establishes an employment at UZH. If you are already employed at UZH, please note that the maximum period of employment during your PhD may not exceed six years according to the Personalverordnung UZH.
Project information	
New application or application for extension:	Indicate whether this application is a new application or an application for extension of a previous UZH Candoc Grant (formerly <i>Forschungskredit</i>).
Project title:	The title of your project should characterize your proposed area of research clearly and succinctly.
Start of funding:	The earliest possible date is 1 August 2023 . The latest possible date is 1 August 2024 .
Duration of funding:	Please note the additional regulations of the faculties on p. 3 and in the annex. The duration must correspond to the total duration of the employment applied for at Finances.
Summary:	The summary should describe the project and identify the broad problem area concerned (at most 2,500 characters including spaces).
Approval by ethics committee/veterinary office:	Indicate whether you require an approval according to law and what the status of your application is (see 5.7 and 5.8).

² Applicants from the following joint institutes, centers or associated institutes choose the faculty indicated in brackets: Centre for Ethics: Ethics Research Institute (Phil.), Institute of Biomedical Ethics and History of Medicine (Med.), Institute for Social Ethics (Theol.) / Department of Biochemistry (Med.) / Department of Molecular Mechanisms of Disease (Vet.) / Epidemiology, Biostatistics and Prevention Institute (Med.) / Institute for Biomedical Engineering (Med.) / Department of Computational Linguistics (Phil.) / Institute of Experimental Immunology (Med.) / Institute of Laboratory Animal Science (Med.) / Institute of Medical Virology (Med.) / Institute of Molecular Cancer Research (Med.) / Institute of Parasitology (Vet.) / Institute of Pharmacology and Toxicology (Med.) / Department of Quantitative Biomedicine (MNF) / Institute of Physiology (Med.) / Schweizer Institut für Sucht- und Gesundheitsforschung (Phil.)

Finances	
Salaries:	<p>Salaries for PhD candidates are regulated according to the Swiss National Science Foundation and based on the fixed employment level of 60%:</p> <p>PhD 1st year: CHF 47,040 PhD 2nd year: CHF 48,540 PhD 3rd/4th year: CHF 50,040</p> <p>Important: The starting date of the employment during which you are working on your PhD thesis is decisive for the selection of the correct salary class. In case you aren't employed yet for such a purpose, choose PhD 1st year. Benefits paid by the employer will be added automatically to the gross salary (+15%).</p>
Funds for material and travel:	<p>All requested funds for material and travel must be listed in a separate document in accordance with the guidelines (see 5.5). Please enter the total amount for each category in the application form.</p>
Other applications:	<p>This indicates whether you have applied for funding elsewhere, e.g. with SNSF, FAN or other foundations. If you have already been awarded funding, please enclose a copy of the confirmation.</p> <p>The successful acquisition of further third-party funding can be taken into account when awarding the grant. Simultaneous funding with other third-party grants is only possible if the funding purposes are sufficiently different (e.g. funding of different periods). A reallocation of salary funds to material and travel funds is not possible. Simultaneous funding by a UZH Candoc Grant and an SNSF Doc.CH scholarship is excluded. Affected grantees should contact the UZH Grants Office in due time after the award.</p>
Comments	<p>General comments are visible to reviewers.</p>

5. Documents

You can upload the following documents as a PDF file:

- Research proposal (see 5.1)
- Resume/CV (see 5.2)
- List of published work (see 5.3)
- Copies of diplomas (see 5.4)
- Confirmation of doctoral studies (see 5.5)

If required:

- Budget of requested funds for material and travel (see 5.6)
- Approval(s) by the cantonal ethics committee / Swissmedic / BAG (see 5.7)
- Approval(s) by the cantonal veterinary office / BAFU (see 5.8)

Previously uploaded documents can be deleted or replaced by newer versions.

Please consider the following when you upload documents:

Only **PDF files** will be accepted (please no .doc, .jpg, .tiff, etc.). There is a limit of 15 MB per document. Do not upload password-protected documents.

5.1 Research proposal

The research plan is the basis of the scientific evaluation, in particular the assessment of the scientific quality of the proposed research project, i.e. its scientific relevance, topicality, originality, feasibility and the suitability of the methods, and is therefore the central part of the application. The formal and content-related requirements for the research plan ensure a standardised information content, which is an important prerequisite for the comparative evaluation in the competitive selection procedure and the equal treatment of all applicants.

Important: Applications that do not meet the formal requirements for the research plan, especially regarding length, and/or are obviously insufficient in terms of content will not be considered.

The research plan must be written independently by the applicant and express the applicant's own research ideas. The planned research project is described in detail, whereby the object of the research, the methodological approach and the applicant's planned contribution to the topic must be clearly stated. The research plan should consist of a maximum of **10 pages** (including illustrations, tables, and formulae, but excluding bibliography). If included, the abstract, table of contents and title page count towards the 10 pages. Please note, however, that a title page, abstract or table of contents is not necessary. Use at least **font size 11** and **line spacing 1.0**. The research plan must not contain any appendices.

The following points should be addressed:

1. Objectives of the project

Please present the rationale for your project based on the current state of knowledge in the respective field, list the general research question and the specific objectives, mention the research methods, and briefly discuss the expected results and their implications for your field.

2. Background information on your project and the current state of research

Describe your project in the context of the current state of research in your field. Refer to the most important publications, especially by other authors. Describe which previous findings are the starting point and basis for the planned studies, where and why there is a need for research and which important, relevant research is currently underway in Switzerland and abroad.

3. *Planned research activities and schedule*

Describe your research project in detail: How do you intend to achieve the desired goals, name the concrete data or sources you will use as well as the exact methods (experimental approach, data collection, analytical method, cooperation with other institutions). Make special reference to your personal contribution to the selected topic, any thematic connection to previous work and the possible status of your project if you have already started the work. Indicate the most important stages up to the completion of the project. The timetable should clearly indicate the planned stages.

4. *Available resources (see 5.5)*

Describe the infrastructure, personnel, and financial resources available to you (facilities, workspace, administration).

5. *Significance of the expected results of your project*

Describe the expected gain in knowledge and the possible impact of your project for the specific area as well as for science in general (research and education or teaching). Indicate in which form you intend to publish the research results (articles in scientific journals, monographs, conference proceedings, etc.). If you have an application-oriented project, describe its non-scientific significance. Consider the need for research from the point of view of practice/industry (what gaps exist in the state of knowledge, what new developments or improvements are expected?), the feasibility or applicability of the expected research results in practice and in which non-scientific areas an implementation of the research results could bring about which probable changes.

6. *Bibliography and references*

List the references of all completed or ongoing work cited in the research plan. Give the full reference, in particular the title, source, and full list of authors. The use of "et al." to abbreviate the list of authors is not permitted, except for research projects in large international collaborations with more than 50 authors. In this case, a direct link to the full publication must be provided. The bibliography is not included in the limits (max. 10 pages).

5.2 **Resume/CV**

The curriculum vitae consists of a maximum of **3 pages**, minimum **font size 11**, and is written in the language of the research plan. The curriculum vitae lists the following information (categories not fulfilled or applicable may be omitted), the dates are to be given in years and months and must correspond to the diploma certificates:

- Personal information, including Researcher ID, if available (e.g. OrcID, ResearcherID, Google Scholar ID).
- Education: Please indicate all diplomas (Bachelor, Master, etc., with the name of the university and, if available, the name of the supervisor). The date on the diploma certificate is decisive.
- Previous employment and current position(s) with name of the supervisor
- Institutional tasks
- Approved projects
- Supervision of students/young researchers (in summary, the names of the students/young researchers should be given)
- Teaching activities (summary)
- Activities in committees etc., and individual scientific expert activities
- Active membership in scientific societies
- Organization and attendance of conferences, talks and presentations
- Prizes, awards, scholarships
- Personal skills (e.g. languages, IT skills)
- Career interruptions (give reasons for events that may have influenced or delayed research and publication activities, e.g. long absences due to illness, family commitments, etc.)

5.3 List of publications

The list of publications must be written in the language of the research plan and lists only the bibliographical details of previous publications. Please list separately publications that have been submitted or are currently in print. Attachments such as articles, abstracts or presentations will not be considered. If you do not have any publications yet, please upload a document with a corresponding note.

5.4 Copies of diplomas

Please submit copies of both your Master's certificate and your Bachelor's certificate incl. transcript of records or final grades (if issued). If you do not have the Master's certificate at the time of submission, please submit the latest transcript of records.

5.5 Confirmation of doctoral studies

Applicants must confirm that they aspire to obtain a PhD at UZH and are or will be enrolled at the UZH for this purpose. Candidates from doctoral programs or institutes jointly run by the UZH and another institution (e.g. ETH) must be enrolled at the UZH. Please submit **at least one** of the following documents (**please note the additional regulations of the faculties in the annex**):

- Current proof-of-matriculation voucher or confirmation of enrollment at the UZH
- Signed form "Confirmation of Supervision" or a letter signed by the PhD supervisor (professor at UZH) explicitly stating that you are or will be enrolled at the UZH
- Admission confirmation to a doctoral program/ to a Graduate School at UZH explicitly stating that you are or will be enrolled at the UZH

5.6 Budget of requested funds for material and travel

If you request funds for material and travel, please compile a **separate** list according to the following points and enter the total amount from the individual categories in the electronic form.

- 1 Material of permanent value: Costs for equipment and instruments as well as parts to build or upgrade equipment and systems that will be purchased specifically for the planned project
- 2 Expendable items, upkeep and renting apparatuses and machines
- 3 Expenses for fieldwork and travel
- 4 Varia: costs for services, compensating test persons, etc.

Please note that costs for computer hardware/software as well as books and journals that are part of the basic equipment of an institute, and phone charges **cannot be applied for and financed by the UZH Candoc Grant**.

Please note the additional regulations on applicable costs of the faculties in the annex.

5.7 Approval(s) by the cantonal ethics committee / Swissmedic / BAG

Are you planning to perform **research on humans or on human embryonic stem cells** which requires - according to law - an approval of the cantonal ethics committee or of other authorities (e.g., Swissmedic, BAG)? **If yes, please submit complete copies of these approvals valid for the funding period.** If these approvals are still pending, please hand them in by the start date of your project at the latest. Funding can only be started once all necessary and valid approvals have been obtained.

For research involving humans without legal requirement for ethical approval, a voluntary ethical review from the faculty's ethics committee is recommended for quality assurance purposes.

5.8 Approval(s) by the cantonal veterinary office / BAFU

Are you planning to perform research on animals or on genetically modified organisms or pathogens which requires - according to law - an approval of the cantonal veterinary office or of other authorities (e.g., BAFU)? **If yes, please submit complete copies of these approvals valid for the funding period (Veterinary Office: Form B).** If these approvals are still pending, please hand them in by the start date of your project at the latest. Funding can only be started once all necessary and valid approvals have been obtained.

Anhang / Annex

Zusätzliche Informationen und Bestimmungen der Fakultäten / Additional information and regulations of the faculties

zur Wegleitung zum UZH Candoc/Postdoc Grant / to the UZH Candoc/Postdoc Grant guidelines

A1: Wirtschaftswissenschaftliche Fakultät / Faculty of Business, Economics and Informatics (WWF)	S. 13
A2: Medizinische Fakultät / Faculty of Medicine (MeF)	S. 14
A3: Vetsuisse-Fakultät / Vetsuisse-Faculty (VSF)	S. 15
A4: Philosophische Fakultät / Faculty of Arts (PhF)	S. 16/17
A5: Mathematisch-naturwissenschaftliche Fakultät / Faculty of Science (MNF)	S. 18

Die Theologische Fakultät und die Rechtswissenschaftliche Fakultät haben keine zusätzlichen Informationen und Bestimmungen erlassen. / The Faculties of Theology (ThF) and Law (RWF) did not define any additional information and guidelines.

A1. Wirtschaftswissenschaftliche Fakultät / Faculty of Business, Economics and Informatics

About the UZH Candoc/Postdoc Grant

The UZH Candoc/Postdoc Grant is a competitive and popular funding instrument of the University of Zurich to support young scientists. It was created to lay ground for future careers in research and is therefore focused on excellence in research.

As the number of applications at the WWF has increased significantly in the past years, the volume of requested funds often exceeds the available financial resources. This is an indicator of an active and competitive research climate at our faculty and of established scientific quality.

The WWF considers the UZH Candoc/Postdoc Grant an award of excellence to support high quality proposals in the areas of Economics, Business Administration, Banking and Finance and Informatics.

About the WWF policy

Applicants who are interested in applying for UZH Candoc/Postdoc Grants should consider the following WWF policies in addition to the general FK guidelines.

1. Both WWF PhD students and postdoctoral researchers are eligible to apply for UZH Candoc/Postdoc Grants. Postdoctoral researchers are expected to have demonstrated their potential for an academic career at the time of application.
2. Permanent faculty members are not permitted to apply for UZH Candoc/Postdoc Grants.
3. Research proposals must be written independently by the candidate and should express the candidate's own research ideas.
4. Candidates should demonstrate above average performance in their academic work.
5. Applications should meet the expected scientific quality criteria of the candidate's field of study.
6. Applications should demonstrate the candidate's strong connection to the University of Zurich.
7. The WWF considers UZH Candoc/Postdoc Grants to be starting funding for talented young scientists. Proposals from applicants who are already funded from other institutions or external funding sources, such as SNF, will not be considered.
8. Grants can be applied for up to a **max. funding duration of 12 months**.
9. Consumables and other research expenses are only funded in exceptionally well-justified situations.
10. A candidate may only be awarded either an UZH Candoc or an UZH Postdoc Grant once. Follow-up applications are not considered.
11. Candidates are required to provide the name of their supervisor as well as a **reference from outside of UZH (mandatory)**. Candidates may also be asked to submit an additional UZH-external reference letter after the submission deadline.

A2. Medizinische Fakultät / Faculty of Medicine

The UZH Candoc/Postdoc Grant is a competitive funding instrument. The Forschungskommission of the Faculty of Medicine is strongly committed to selecting outstanding scientists with clear academic potential; therefore, receiving a UZH Candoc/Postdoc Grant is a distinction of excellence.

The following rules apply without exception.

General rules

1. UZH Candoc/Postdoc Grants are only awarded to PhD students or Postdocs who are distinguished by above-average performance.
2. Mobility between PhD/Postdoc is a competitive advantage and strongly preferred. Mobility between Master/PhD is not required but preferable.
3. Research proposals must be written independently by the applicant and should be based on the applicant's own ideas.
4. **Awarded grants cover the salary of the grantee for maximally 12 months.** Attending congresses, traveling, publication costs, salaries other than the applicant's own salary or consumables are **not funded. Any costs beside the applicant's own salary will be removed from the budget.**
5. **A candidate can only receive either an UZH Candoc or an UZH Postdoc Grant once. Follow-up applications are not considered.**
6. Applications must be written in English.
7. **Two successful projects from the same PI will each receive 70% of the applied money, and three successful projects will each receive 50% of the applied money. The PI must cover the remaining 30% or 50%, respectively.**
Postdoc and Candoc applications are considered separately, therefore, the rule only comes into play for two (or three) successful Candoc or Postdoc applications from the same PI.

PhD students (UZH Candoc Grant)

1. Successful applicants should distinguish themselves by above-average performances during their studies and/or in their first scientific work.
2. Successful applicants must be part of (or have been accepted by) a **PhD program** of the Life Science Zurich Graduate School or the Medical Faculty of the University of Zurich at the time of application.
3. **Awarded grants cover the grantee's own salary for maximally 12 months and do not exceed CHF 57'546.**

Postdocs (UZH Postdoc Grant)

1. Successful applicants distinguish themselves in above-average performances in their scientific work, including publications and acquisition of competitive extramural funding.
2. Successful applicants can have worked on the postdoctoral level **for maximally 5 years** at the time of submission of a UZH Postdoc Grant application (extension of eligibility window due to parenthood, clinical work, illness and military/civil service).
3. **Awarded grants cover the grantee's own salary for maximally 12 months and do not exceed CHF 111'400.**

A3. Vetsuisse-Fakultät / Vetsuisse Faculty

Applicants from the Vetsuisse Faculty should consider the following policy in addition to the UZH Candoc/Postdoc Grant guidelines.

The UZH Candoc/Postdoc Grant aims to encourage outstanding young scientists to prepare for a future career as independent researchers. Therefore, proposals have to be written independently by the applicant. The applications need to be submitted in English. Applications in other languages will be rejected.

Grants can be applied for up to a max. funding duration of 12 months. Awarded grants cover the salary of the grantee and, if funding allows, may also cover consumables to some extent. Attending congresses, traveling and publication costs are **not** funded and, if applied for, **these costs will be removed from the budget.**

Two categories of applicants are possible:

- **UZH Candoc Grant** Talented PhD students presenting an original project. Successful applicants should distinguish themselves by good performances during their initial scientific work. Candidates doing their PhD in the PhD program of the Graduate School Bern (GCB) have to be registered with the University of Zurich to be eligible for the Candoc Grant (please see: <https://www.vet.uzh.ch/de/studium/doktorat/phd-programm/dr-sc-med-vet.html>). Candidates at the level of the veterinary thesis (Dr. med. vet.) are not considered.
Budget maximum: 60'000 SFr.
- **UZH Postdoc Grant** Postdoctoral fellows, Assistants or Oberassistenten (who are not yet principal applicants of a SNSF grant) with good publication record and excellent potential for an academic career. PostDocs should present an original project based on their own ideas. They can apply for their salary or for the salary of a doctoral student. Applications from tenured faculty members and from permanent staff are not considered.
Budget maximum: 120'000 SFr.

A candidate can only receive either an UZH Candoc or an UZH Postdoc Grant once. Follow-up applications are not considered.

A4. Philosophische Fakultät / Faculty of Arts (for English, see p. 15)

Generelle Bestimmungen

- An der PhF ist eine Förderung durch ein UZH Candoc oder Postdoc Grant sowohl für Qualifikationsarbeiten und Projekte, die am Anfang stehen, als auch für weiter fortgeschrittene Projekte möglich. **Die Gesuchsteller:innen sollen daher im Gesuch folgende Gesichtspunkte adressieren:**
 - a) **Begründen Sie die beantragte Förderdauer.** Erläutern Sie ggfls., wie die Restfinanzierung ausgestaltet wird, wenn die beantragte Förderdauer nicht zur Projektbeendigung ausreicht.
 - b) **Beschreiben Sie im Forschungsplan das gesamte Projekt,** legen Sie jedoch den Schwerpunkt auf die während der Förderdauer geplanten Arbeiten.
 - c) **Weisen Sie alle bislang für das beantragte Projekt erhaltenen Fördermassnahmen** sowie ihre Art und Dauer auf (im CV oder Forschungsplan). Als Fördermassnahmen gelten insb.: Voll- und Teilzeit-Stipendien, Anstellungen in SNF- oder ERC-Projekten sowie an einem Lehrstuhl der UZH.
 - d) **Diskutieren Sie ggfls. mögliche Risiken,** die die Durchführung des Projekts beeinträchtigen, erheblich verzögern oder unmöglich machen könnten.
- Der UZH Candoc/Postdoc Grant steht für den Lohn der Antragstellenden zur Verfügung. **Weitere Personalmittel werden nicht bewilligt.** Sachmittel für Feldspesen können in Ausnahmefällen in geringem Umfang genehmigt werden. Es werden keine Beiträge für Konferenzteilnahmen genehmigt. **Falls solche Kosten beantragt werden, werden sie aus dem Budget gestrichen.**
- **Beiträge können bis zu einer Förderdauer von max. 24 Monaten beantragt werden. Bei einer hohen Anzahl herausragender Gesuche kann die Forschungsförderungskommission Kürzungen von bis zu max. 25% der beantragten Dauer vornehmen.**
- Es muss eine enge Verbindung der Antragstellenden zur UZH nachgewiesen und das Projekt schwerpunktmässig an der UZH durchgeführt werden. Mindestens ein Referenzschreiben muss von einer Person aus dem Kreis der ordentlichen und ausserordentlichen Professor:innen, der Assistenzprofessor:innen oder der SNF-/ERC- Förderungsprofessor:innen der UZH verfasst werden.
- Informieren Sie den entsprechenden Lehrstuhl bzw. das Seminar oder Institut über Ihr Gesuch. Achten Sie bei Referenzschreiben darauf, dass eine allfällige Unterstützung des Lehrstuhls, Seminars bzw. Instituts deutlich wird. Dies ist sowohl inhaltlich wichtig als auch praktisch, vor allem, wenn Sie für Ihr Forschungsvorhaben wissenschaftliche Infrastruktur wie Labore nutzen wollen oder einen Arbeitsplatz am Lehrstuhl, Seminar bzw. Institut benötigen.

UZH Candoc Grant

- Die Dissertation wird typischerweise als Einstieg in eine akademische Karriere betrachtet (und solche fördert der Candoc Grant) und kurz nach dem Masterabschluss begonnen. Sollte es in Ihrer wissenschaftlichen Laufbahn längere Unterbrüche gegeben haben, erklären Sie kurz, wie diese zustande gekommen sind. Für die Beurteilung Ihrer Qualifikation ist das «akademische Nettoalter» ausschlaggebend (vgl. https://www.snf.ch/media/de/Of9kzylTRoaTlliN/SNF_Netto-akademisches-Alter.pdf).
- Verlängerungen werden nur in sehr gut begründeten Ausnahmefällen und höchstens für 6 Monate bewilligt.

UZH Postdoc Grant

- Es können Anstellungen von **höchstens 80%** beantragt werden. Höhere Pensen werden entsprechend korrigiert.
- Ein UZH Postdoc Grant kann einer Person nur **einmal** vergeben werden. **Es werden keine Verlängerungen bewilligt.**
- Postdocs und Oberassistentierende, die bereits eine Anstellung an der UZH haben, können eine Erhöhung ihres Forschungspensums um maximal 20% und für eine begrenzte Zeit (höchstens 1 Jahr) beantragen. Dies gilt nicht für Projekte, die anderweitig erheblich gefördert worden sind. Es muss ein Forschungsplan eingereicht werden, in dem der zu bearbeitende Projektteil dargestellt wird.

A4. Philosophische Fakultät / Faculty of Arts

(for German, see p. 14)

General Provisions

At the Faculty of Arts, funding through an UZH Candoc or Postdoc Grant is possible both for qualification work and projects that are at the beginning as well as for more advanced projects. **Applicants should therefore address the following points in their application:**

- a) **Give reasons for the requested funding period.** If necessary, explain how the remaining funding will be structured if the requested funding period is not sufficient to complete the project.
 - b) **Describe the entire project in the research plan** but focus on the work planned during the funding period.
 - c) **List all funding measures received so far for the proposed project** as well as their type and duration (in the CV or research plan). Funding measures include in particular: full- and part-time fellowships, employment in SNSF or ERC projects as well as at a chair of the UZH.
 - d) If applicable, **discuss possible risks** that could impair, significantly delay or render impossible the implementation of the project.
- UZH Candoc/Postdoc Grants are awarded solely to cover the salary costs of applicants; applications for **other types of personnel funding will not be approved**. In exceptional cases funds may be approved to cover field expenses to a limited extent. No funding is approved for participation in conferences. If these costs are applied for, they will be removed from the budget
 - **Grants can be applied for up to a max. funding duration of 24 months. In the event of a high number of outstanding applications, the Research Commission may make reductions of up to a maximum of 25% of the requested duration.**
 - Applicants must demonstrate a close connection to UZH. Applications must be supported by at least one reference letter from a full professor, associate professor, assistant professor or SNSF / ERC assistant professor; the applicant's project must be carried out primarily at UZH.
 - Advise the relevant chair, department, or institute about your application and ensure that any support is clearly mentioned in your reference letter. This is important from both a content and practical perspective, especially if your research project requires the use of specific infrastructure such as labs or a working space. Because space at certain UZH facilities is very limited, such requirements must be agreed in advance.

UZH Candoc Grant

- The UZH Candoc Grant looks to support promising researchers in the starting phase of their academic career. Research for PhD theses which form such a starting phase typically commences shortly after completion of a master's degree. If a longer period of time has elapsed between your most recent university degree and the commencement of research for your doctoral thesis, provide a brief explanation of how your time away from studies relates to your PhD / academic career plans. This is relevant partly because each application will be assessed in relation to the your "net academic age" (https://www.snf.ch/media/en/Of9kzylTRoaTlliN/SNSF_net-academic-age.pdf).
- Extensions are only approved in exceptional, highly justified cases and for no longer than six months.

UZH Postdoc Grant

- Applications may be submitted for an employment level of up to **80%**. Higher employment levels will be corrected.
- An applicant can only receive an UZH Postdoc Grant once. **No extensions are approved.**
- Postdoctoral researchers and senior teaching and research assistants who are already employed at the University of Zurich may apply to increase the employment level of their research position by a maximum of 20% for a limited period of time (maximum one year). This does not apply to projects that already receive substantial funding from other bodies. Applicants must submit a research proposal that details the project component to be completed.

A5. Mathematisch-naturwissenschaftliche Fakultät / Faculty of Science

UZH Candoc Grant:

1. The application must include own research ideas of the applicant and has to be written independently by herself/himself.
2. In order to apply, applicants must have at least an invitation to an application interview at one of the UZH PhD programs.
3. Teaching requirements according to the ordinance for obtaining a doctoral degree ('Promotionsverordnung') as well as regulations of the PhD candidate's graduate school apply.
4. **Applicants may apply for a maximum of 12 months of funding. In the event of a high number of outstanding applications, the MNF Research Commission may make reductions of up to a maximum of 25% of the requested duration.**
5. Financial support of an application may include the salary of the applicant plus funds for consumables (on a limited scale). The allocation of funds will prioritize salaries over other requested funds.
6. **Proposals from applicants who have already obtained 2 years of funding from the UZH Candoc Grant (and/or the former Forschungskredit Candoc grant) will not be considered.**

UZH Postdoc Grant

1. Postdocs applying for the UZH Postdoc Grant should distinguish themselves by above average performances in their scientific work. The application must include own research ideas of the applicant and has to be written independently by herself/himself.
2. **Postdocs should not have worked longer than 5 years at the postdoctoral level at the time of submission of a UZH Postdoc Grant application** (extension of eligibility window due to parenthood, clinical work, illness and military / civil service).
3. **Applicants who obtained their PhD at UZH and wish to continue working as a postdoc in the same research group must explain why a change of institution or of research group within UZH is not possible.**
4. **Applicants may apply for a maximum of 12 months funding. In the event of a high number of outstanding applications, the Research Commission may make reductions of up to a maximum of 25% of the requested duration.**
5. Financial support of an application may include the salary of the applicant plus funds for consumables (on a limited scale). The allocation of funds will prioritize salaries over other requested funds.
6. **Funds for salary of persons other than the applicant will not be granted.**
7. **Proposals from applicants who have already obtained 2 years of postdoc funding from the UZH Postdoc Grant (and /or the former Forschungskredit Postdoc grant) will not be considered.**