



TRANSFORM: To Reach A New Structure For Optimal Research and Methods Fact Sheet Processes and Submission Criteria

Summary

The UZH is a dynamic university. UZH members are continuously developing new ideas for research and innovation that go beyond their discipline and thus beyond the responsibilities of their institutes and faculties. To support the development of novel and unconventional initiatives in research and innovation, central funds are made available by the Executive Board of the University for research initiatives of strategic importance.

Within the TRANSFORM funding line, fast-start funding for long-term structural changes in the UZH research landscape can be applied for (examples: establishment of an interfaculty or interuniversity cooperation, founding of new institutes or new stand-alone centers, including strengthening of a subject area through an additional (assistant) professorship tenure track). Binding proof of sustainable co-financing/follow-up financing via the relevant faculties and/or long-term third-party funding is a requirement in each case. TRANSFORM funds are not intended to finance regular research projects, but to help establish a new structural and lasting unit at UZH. Proposals must clearly outline the sustainable, structural added value that can be achieved by the initiative.

The application must be prepared according to the official template (Application template TRANSFORM at <https://www.research.uzh.ch/en/funding/researchers/transform.html>).

Application documents and formal guidelines

The following formal criteria must be met when submitting an application:

- The application (max. 15 pages, in English) includes a project plan with a clear research reference, a budget, and **a binding proof of co-financing and/or follow-up financing** (sustainability and long-term funding by faculties and/or long-term third-party funding).
- Appendices:
 - CVs of the applicants (incl. proof of previous research achievements, in particular with relevance to the planned initiative)
 - Letters of support from the relevant faculty deans (if applicable with proof of sustainable co-financing/follow-up financing)
- **At least 70% of the funds applied for must be sustained beyond TRANSFORM funding.**
- The maximum funding period is four years (a follow-up funding by central funds is not possible).
- The initiative originates from at least two organizational units of the UZH that will be the site of the structural changes and is typically interdisciplinary and interfaculty.
- The maximum funding amount is 2 million CHF.
The funds can be used for personnel costs (incl. APTT or ATP) as well as material costs. Financing for the building of pure infrastructures is excluded.
- The proposal includes a justification why the initiative cannot be funded through alternative funding schemes (third-party funding or existing university funding sources), e.g. due to a high-risk approach or

the setting up of a longer-term, structurally sustainable research unit. The acquisition of third-party funding is strongly encouraged (see co-/follow-up funding above).

- In the case of a cooperation with external partner institutions, an appropriate financial participation of the partner institution is declared.
- All UZH professors are eligible to apply.

Evaluation criteria

The following criteria shall be applied when evaluating the proposals:

- Scientific relevance and potential of the proposed research field and structure
- Sustainability of the proposed new structure and its positions
- Added value of the interdisciplinary collaboration and new structure
- UZH internal, national and international positioning and visibility
- Third-party funding potential

Submission, evaluation and decision process

Applications for funding must be submitted to the Vice President Research via the Research & Grants Office. Following a formal review by the Research & Grants Office, all eligible **applications submitted by June 2** will be evaluated by the Vice President Research, with the involvement of external experts (two to four external reviews per application).

The decision on funding is taken by the Executive Board of the University on the recommendation of the Vice President Research, and in consideration of the external reviews. Applicants will be informed about the decision in the 3rd quarter of the call year. Funding is provided from the beginning (January 1) of the following year.

Reporting

Reporting is regulated individually depending on the duration and type of project. As a rule, a target agreement between the project management and the Vice President Research is required. The achieved goals must be documented at least in the form of a final report; if the project is funded for more than two years, an interim report is also expected.

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