

Berne, 1<sup>st</sup> July 2020

Steering Committee TP3

Call for proposals: "Swiss Universities of Applied Sciences and Arts / Universities of Teacher Education and Foreign Higher Education Institutions Partnership"

**swissuniversities**

Effingerstrasse 15,

3000 Berne 1

www.swissuniversities.ch

**Call for proposals**

**Partnership between Swiss universities of applied sciences and arts / universities of teacher education and foreign higher education institutions at doctorate level (P1 TP3)**

**Guidelines for submitting applications**

**New: Specification in chapter 3 (regarding size), page 3**

These instructions for submitting applications are subject to the decisions of the competent bodies (financing decision of the Swiss University Council in November and parliamentary budget decisions).

Applications must comply with the selection criteria of the call for applications and be submitted using the [application form](#). An [Excel form](#) is also available as a working tool.

**Contents**

1. Purpose	p.1
2. Programme guidelines	p.2
3. Call for proposals	p.3
4. Selection criteria	p.4–5

**1. Purpose of the programme**

The programme provides support for collaborative doctoral programmes between, on the one hand, Swiss universities of applied sciences and arts (UASA) and universities of teacher education (UTE) and, on the other hand, foreign higher education institutions (HEI). The cooperation projects receiving support will be aimed at fields and disciplines not represented at Swiss universities. Doctoral degrees will be awarded by the foreign partner HEI.

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## 2. Programme guidelines

### Ongoing and new projects

Both ongoing projects (which already received funding from TP3 in 2017–2020) and new projects can apply for funding in 2021–2024.

### Awarding of doctoral degree

In the framework of this programme, doctoral degrees are awarded by the foreign institutions of higher education. The award should make reference to persons and institutions involved in the preparation of the dissertation/thesis.

### Financing arrangements

The funding ceiling for individual projects is in principle set at CHF 150,000 per year (federal funding) per collaborative project. Matching funds at least equal to the amount of the requested federal funding must be provided by the Swiss<sup>1</sup> partner institution(s).

The financing period lasts until 31 December 2024. By then, the funding that has not been used has to be returned to the Confederation. According to the results of the first call for proposals the steering committee might decide to launch a second call for proposals in autumn 2021. However, the financing period would not be extended.

Please note that the entire programme has a budget of approximately CHF 3.35 million.

#### Funding for the programme covers<sup>2</sup>

Programme coordination or inclusion in an existing programme – supervision of doctoral candidates by the UASA and UTE (share of salary costs) – joint scientific and curricular activities – staff – acquisition of cross-functional skills – expenses (travel, accommodation)

#### Funding for the programme does not cover

Doctoral candidates' salaries, research projects as well as the cost of any gateways enabling students to be admitted as doctoral candidates are not financed as part of this programme.

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<sup>1</sup>The expenses covered by the foreign higher education institutions cannot be taken into account as matching funds.

<sup>2</sup>The foreign higher education institutions are not eligible for funding. Only Swiss UASA and UTE are.

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### 3. CALL FOR PROPOSALS

#### Timetable

July 2020	Launch of call for proposals
<b>30 September 2020</b>	Deadline for submission
Until end of December 2020	Decisions and notification by the board of swissuniversities
From January 2021	Start of collaborative projects with the spring semester

#### Formal requirements

Size	The chapter 2 "Information specific to the project" of the <a href="#">application form</a> should contain a maximum of ten pages (without attachments).
Format	The application should be submitted through the <a href="#">application form</a> and sent by email in the form of two PDF documents: the first should contain the application form and the other should include the attachments.
Language	The application has to be made in English.
Content	The application should contain the following files: <ol style="list-style-type: none"><li>1. Application form</li><li>2. Detailed budget<sup>3</sup></li><li>3. Regulations that govern the awarding of the doctoral degree</li><li>4. Post-2024 financing plan</li><li>5. Any other attachment considered as necessary by the applicants</li></ol>
Address for submissions	Applications should be sent by email to <a href="mailto:flury@swissuniversities.ch">flury@swissuniversities.ch</a> by Wednesday, 30 September 2020.

#### Selection procedure

Evaluation	Applications are assessed by an evaluation committee appointed by the Steering Committee whose members are appointed by the board of swissuniversities. On the basis of the evaluation results, the Steering Committee makes requests to the Board of swissuniversities as regards which projects should be financed.
Decision	The board of swissuniversities decides which projects are to be financed.
Notification	The project supervisor and the other persons whose email addresses are documented in section 1 of the <a href="#">application form</a> are informed of the outcome of the application. No correspondence nor information will be exchanged in relation to the final decision. Applications will not be reviewed or reconsidered.

<sup>3</sup> The application form includes an overall budget for the project, for which the Leading House, which is responsible for the distribution of the funds among the different partner institutions, will have to submit financial reporting each year. In addition, a detailed budget meeting selection criterion 8 below must be submitted separately as an annex.

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#### Steering committee

Thomas D. Meier	Rector, Zurich University of the Arts (ZHdK)
Chairman	
Christine Pirinoli	Vice-Rector of Research, University of Applied Sciences Western Switzerland (HES-SO)
Heinz Rhyn	Rector, University of Teacher Education Zurich (PHZH)
<u>Successor for 2021-2024:</u>	
Isabelle Mili	Director, Institute of Teacher Education (IUFE), University of Geneva
Jürg Kessler	Rector, University of Applied Sciences of the Grisons (FHGR)

#### 4. Selection criteria

The application should show that the proposed collaborative project meets at least the requirements set out below:

1. The collaborative project establishes a partnership between foreign HEI offering doctoral programmes and Swiss UASA/UTE at 3<sup>rd</sup> cycle/doctoral level. This partnership must be evidenced through the meaningful participation of professors from each partner institution and by the application of their respective fields of expertise.
2. The partnership is associated with research work in a discipline/field represented at Swiss UASA/UTE but not at Swiss universities; such a partnership can therefore not be concluded within Switzerland and there is no existing doctoral level qualification in a Swiss university.
3. The majority of the doctoral work is carried out at a Swiss UASA/UTE and includes the specific characteristics of the institution's own research methodology.
4. Members of the teaching staff from the two partner institutions (foreign HEI and Swiss UASA/UTE) must be officially involved in the supervision of the doctoral thesis/dissertation.
5. The collaborative project must in principle be designed to include between ten and twenty doctoral candidates.
6. The legal security is ensured for the doctoral candidates over the term of the programme. The application contains a realistic post-2024 financing plan.
7. Partner institutions must respect the principles of the European Charter and Code for Researchers<sup>4</sup> and the collaborative projects must respect the data management plans and the open access guidelines of the partner institutions.
8. The application contains a detailed budget including:
  - a breakdown of the costs per year;
  - a breakdown of the various expenses covered by the partner institutions<sup>5</sup>;
  - the matching funds of the Swiss<sup>6</sup> partner institution(s), at least equal to the amount of the requested federal contribution. Up to the level of the federal contribution, 50%

<sup>4</sup>See: <https://euraxess.ec.europa.eu/euraxess/charter-code-researchers>

<sup>5</sup> The expenses covered by the foreign higher education institutions cannot be taken into account as matching funds.

<sup>6</sup>The expenses covered by the foreign higher education institutions cannot be taken into account as matching funds.

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of the matching funds must be provided in the form of real money in accordance with the requirements laid down by the Swiss State Secretariat for Education, Research and Innovation (SERI)<sup>7</sup>.

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9. The application should specify the planned arrangements in terms of equal opportunity and diversity.
  10. The application contains the regulations that govern the awarding of the doctoral degree.
  11. The application must be submitted in electronic form only and must contain the signatures of the rectors, presidents or directors of the relevant partner institutions.  
*Comment:* For the Swiss institutions, only the signatures of rectors, directors and presidents representing a higher education institution that is included in the [list of universities entitled to contributions](#) can be accepted. For the foreign higher education institutions, this choice is left to the discretion of each institution.
  12. All applicants must take note of the difficulties mentioned in chapter 10 as well as the good practices described in chapter 9, the conclusions in chapter 12 and the recommendations in chapter 13 of the [Mid-term Review 2018](#) (English extract). In cases where this is relevant, these aspects must be incorporated into the application requests. In addition, projects that have already received funding through TP3 in the period 2017-2020 are asked to describe the changes in their budgets in comparison to the proposals they submitted in [2016](#) and the reasons why they are now applying for new funding.
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#### Contact

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<sup>7</sup>**Real money:** refers to the financial resources made available for the project by the Swiss UASA/UTE. This covers the funding for internal and external staff taking part in the project as well as any purchases made for the purpose of the project. The expenses referred to relate directly to the project.

**Virtual money:** represents the value of the existing infrastructure used and any services provided by the staff of the Swiss UAS/UTE (who collaborated on the project but were not remunerated within the framework of the project). It also refers to services provided by staff which were financed by national funding programmes (e.g. Swiss National Science Foundation SNSF).