



SWISS NATIONAL SCIENCE FOUNDATION

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Switzerland



*Scientific and Technological Cooperation Programme between Switzerland and the
State of Rio de Janeiro (STCPSRJ)*

Joint Research Projects: Call for Proposals 2014-2015

Opening date: 19.03.2015

Closing date: 15.06.2015

1. Introduction

The Swiss National Science Foundation (SNSF) and Fundação Carlos Chagas Filho de Amparo à Pesquisa do Estado do Rio de Janeiro (FAPERJ) are determined to strengthen and develop a mutually beneficial research cooperation between Switzerland and the State of Rio de Janeiro and have therefore agreed on launching a joint call for proposals to fund Joint Research Projects (JRPs).

2. Joint Research Projects

Grants for JRPs are meant to promote collaborative projects with clearly defined goals involving at least one partner based in Switzerland and one based in the State of Rio de Janeiro. Applications should describe ambitious research and propose innovative approaches. The research is to be carried out at the research facilities involved; reciprocal visits and short stays in Switzerland for researchers from the State of Rio de Janeiro and vice versa are also possible within a JRP.

Project duration: the JRPs can last up to 3 years.

3. Research fields

In order to make targeted use of the financial resources available, the following thematic areas have been chosen for this call:

- **Neglected diseases, including:**
Chagas disease, Chikungunya, Cysticercosis/Taeniasis, Dengue fever, Filariasis, Leishmaniasis, Leprosy (Hansen disease), Leptospirosis, Lymphatic filariasis, Malaria, Rickettsial infection, Schistosomiasis, Soil-transmitted helminthiasis, Sporotrichosis, Toxoplasmosis, Trachoma, Tuberculosis, Yellow fever;
- **Chemistry, with a focus on clean technologies or nanotechnology;**
- **Urban development.**

Proposals outside the thematic areas defined above will not be accepted.

4. Eligibility

Each proposal for a JRP must have at least one main applicant based in Switzerland and one main applicant based in the State of Rio de Janeiro; they are the lead scientists (also referred to as the principal investigators, “PIs”) on the Swiss and the Brazilian side respectively. They bear the main responsibility for the project, including its technical and administrative coordination as well as timely delivery of scientific and financial reports. Further applicants based in Switzerland and/or in the State of Rio de Janeiro can also participate in the consortia.

Eligibility criteria in Switzerland

The SNSF eligibility criteria apply to applicants requesting SNSF project funding. Furthermore, each applicant/co-applicant can only apply for one JRP project within this present call. Private sector partners are welcome to participate but will not be eligible for funding.

Eligibility criteria in Rio de Janeiro

FAPERJ eligibility criteria apply to applicants requesting FAPERJ funding:

Main applicants (lead scientists) and their team of researchers (co-applicants) must be natural persons who are employed by a higher education and/or research institution based in the State of Rio de Janeiro, hold a doctoral degree or equivalent qualification and are actively involved in research that is relevant to the proposal, especially during the past five (5) years.

Researchers with pending scientific and/or financial reports with FAPERJ (“pesquisadores inadimplentes” / non-complying researchers) are NOT eligible to apply or participate in any JRP proposals. This applies to the lead scientist as well as his/her team of investigators. Failure to comply with this provision could result in the proposal being disqualified.

Each applicant/co-applicant can only apply for one JRP project within this present call.

5. Funding

JRP proposals contain two separate budgets: one budget in CHF for the Swiss part (paid by the SNSF according to the SNSF’s rules) and one budget in BRL for the Brazilian applicant(s) (paid by FAPERJ according to FAPERJ’s rules). Both countries have agreed to fund up to twelve projects if sufficient high-quality proposals are submitted. Typically, the funding per project is sufficient for each side to cover the salary/scholarship (as applicable) of a PhD student for three years OR the salary/scholarship (as applicable) of a postdoc for two years as well as consumables, some minor equipment and the mobility costs related to the project.

Eligible costs in Switzerland

The maximum permissible budget for a project is CHF 250,000.

The funding categories are:

- **Equipment:** costs of material of enduring value (indicate manufacturer, type and distributor). Quotations – if possible, from different competitors – must be enclosed for items whose purchase price exceeds CHF 20,000.
- **Research funds:** funds needed to carry out the project, such as travel costs, room and board costs, field expenses, expendable items and unavoidable sundry expenses. The SNSF does not finance the acquisition or maintenance of expendable items that are part of the infrastructure of an institution (books, PCs, rental costs, etc.).
- **Salaries:** the funding is sufficient to cover the salary of a PhD student for three years or the salary of a postdoc for two years (salaries for main or co-applicants are not eligible).
- **Social security contributions**
- **Visiting costs:** when budgeting visits, all expenses (international travel-related expenses, living expenses, health/medical overseas insurance) are to be charged to the budget of the visiting side.
 - Airfare tickets are to be booked in economy class;
 - The actual costs of overnight stays at hotels with up to three stars may be claimed. The SNSF may not assume the entire cost of stays at hotels with more than three stars;
 - Alternatively, grantees may claim the following flat rate instead of the actual room and board expenses:

Short-term visits (up to two weeks)	CHF 160 per day
Long-term visits	CHF 3,600 per month

The SNSF regulations apply to the Swiss budget. Overhead costs are not admissible, however.

Eligible costs in the State of Rio de Janeiro

The maximum permissible budget for a project is BRL 200,000.

The funding categories are:

- **Capital expenditures/Equipment:** costs of material of enduring value (indicate manufacturer, type and distributor) are eligible for funding. At least three (3) different quotations (pro forma invoice) must be enclosed for items whose purchase price exceeds BRL 8,000.
- **Operating expenses:** outsourced services of an occasional nature, provided by either natural or legal persons, as well as consumables, components and/or spare parts and import costs (up to a maximum of 18% of the value of the good being imported) are eligible for funding.
- **Prohibited expenditures:** overhead costs are not eligible for funding.
- **Scholarships:** proponents can request funding for either one (1) post-doctoral scholarship for a period of up to two (2) years OR one (1) PhD scholarship for a period of up to three (3) years, per JRP. Scholarship funding must be requested explicitly in the proposal and accompanied by its respective workplan.
- **Visiting costs:** travel-related costs that are eligible for funding: airfare tickets in economy class, per diems (please check http://www.faperj.br/interna.phtml?obj_id=9262 when budgeting per diems), and health/medical overseas insurance not exceeding the amount of BRL 250,00 each.
- *All planned expenses must be presented with their respective budgetary headings (please refer to www.planejamento.rj.gov.br).*

6. Submission

Proposals are to be jointly prepared by Swiss and Brazilian applicants.

They must be submitted by the Swiss main applicant to the SNSF via its electronic submission system (*mySNF*, www.mysnf.ch). Brazilian partners can have access to the electronic submission system through their Swiss partner.

No hard copies will be accepted. The call process is highly competitive, therefore an application does not guarantee funding. Only positively rated applications will be considered for funding. Neither the SNSF nor FAPERJ will be held responsible for non-submission of the application.

After login into *mySNF*, the correct funding scheme must be chosen (Programmes > Bilateral Cooperation (Initiatives of the State Secretariat for Education, Research and Innovation) > Brazil).

The application on *mySNF* consists of two parts:

- The administrative part, which must be completed online
 - Personal data of the Swiss main applicant
 - Personal data of the Brazilian main applicant
 - Personal data of the co-applicant(s) from Switzerland and the State of Rio de Janeiro
 - Basic data of the project (e.g. title, field of research, starting date, duration, summary)
 - Declaration stating whether the application is use-inspired
 - Funding requested from the SNSF and from FAPERJ
 - Information on authorisations required in Switzerland and in Brazil
 - Other information (e.g. indication if the project is related to other SNSF and/or FAPERJ projects, indication of the Swiss and the Rio de Janeiro State university/research institution at which the planned project will be implemented, indications concerning national and international collaborations, indications concerning already available funds or funds requested elsewhere)
- PDF documents that are to be uploaded to *mySNF*
 - The research plan (must have the structure indicated in Annex 1)
 - The CVs and publication lists of all applicants and other researchers involved
 - If applicable, equipment quotes
 - Other documents

For specific questions related to www.mysnf.ch, please contact the support team by e-mail (mysnf.support@snf.ch) or telephone (+41 31 308 22 00). Please note that you need a user account in order to submit proposals via *mySNF*. To open an account, please register with the SNSF as a user. Applicants with existing user accounts need not apply for new ones.

Deadline for submission of applications: 15 June 2015 (midnight CET). Late or incomplete applications will not be considered.

Language: all the information provided in the administrative part and all uploaded documents must be in English.

7. Evaluation

Peer review: proposals for JRPs will be reviewed according to international peer-review standard procedures, jointly organised by the SNSF and FAPERJ. The peer-review experts are designated by the members of the evaluation panel. These external experts do a peer review of the applications in a score system, verifying the scientific quality of the proposed JRPs.

Evaluation panel: an evaluation panel will be set up; it will be composed of international experts proposed by the SNSF and FAPERJ. Based on the peer reviews, the evaluation panel will assign each project to one of six evaluation categories. Recommendations will include rationale. Proposals assigned to the category in which the funding line lies will be rediscussed and ranked. Priority will be given to applications in the highest categories regardless of the research area.

Decision: at the SNSF, the rating effected by the evaluation panel will need to be approved by the Specialised Committee for International Co-operation and the Presiding Board. At FAPERJ, it will be approved by the Directorate. Finally, the SNSF and FAPERJ will present a consolidated recommendation to the Swiss Brazilian Science and Technology Joint Committee. This body will take the final decision.

Evaluation criteria: (not listed in the order of priority)

- Scientific relevance and interest
- Originality of the aims and objectives
- Appropriateness of the methodology
- Experience and past performance of applicants
- Competence of research partners with respect to the project
- Complementary qualities of research partners
- Feasibility of the project

The evaluation results will be communicated to the researcher in December 2015. The Swiss main applicant will receive a standard decision letter from the SNSF. In case of rejection, the main reasons leading to the decision will be given. In case of approval, the Swiss budget and the conditions will be listed. If applicable, the Swiss main applicant will be responsible for transmitting the decision to the other Swiss applicants. The main applicant from the State of Rio de Janeiro will be informed by FAPERJ via e-mail and the final result of the call will be published on FAPERJ's website.

Earliest possible starting date for the JRPs: January 2016

8. Reporting

Swiss and Brazilian project partners will report separately to the SNSF and FAPERJ respectively. Scientific reports are to be submitted **yearly**. SNSF and FAPERJ will prepare a common template for the scientific report, so that the consortia will only need to prepare one report to be submitted to both organisations. Financial reports are to be submitted according to the respective institutional regulations (see below).

In Switzerland:

The Swiss main applicant will be responsible for reporting to the SNSF. Both for the financial and the scientific report, the standard SNSF regulations will apply. However, scientific as well as financial reports are to be submitted yearly. They include a qualitative (template provided) and a quantitative part (output data).

In the State of Rio de Janeiro:

The Brazilian main applicant will be responsible for reporting to FAPERJ. Both for the financial and the scientific report, the standard FAPERJ regulations will apply. The financial report is to be submitted up to sixty (60) days after the established deadline for the execution of the JRP. However, scientific reports are to be submitted yearly. They include a qualitative (template provided) and a quantitative part (output data).

9. Payments

In Switzerland (SNSF funding):

The standard SNSF rules apply. In principle, the budgets for JRPs are transferred in annual instalments to the Swiss PI at the beginning of a project year.

In Rio de Janeiro (FAPERJ funding):

The standard FAPERJ rules apply. The Brazilian PI as well as his institution's higher representative will be asked to sign a grant agreement ("Termo de Outorga") prior to the disbursement of funds.

10. Publications and intellectual property

The PIs are obliged to publish research findings resulting from the JRPs in appropriate form and according to SNSF and FAPERJ standards.

Intellectual property rights belong to the researcher and/or his/her employing institution. It is the responsibility of each research partner to ensure the efficient protection and proper distribution of any intellectual property arising from the accomplishments of the Joint Research Projects.

The PIs and their employing institution shall enter into a Consortium Agreement in order to specify how intellectual property rights will be handled. A Consortium Agreement will need to be in place and reported to FAPERJ and SNSF before any payment is made.

11. Further information and contacts

In Switzerland

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In Rio de Janeiro

FAPERJ - Fundação Carlos Chagas Filho de Amparo à Pesquisa do Estado do Rio de Janeiro
E-mail: faperj-snsf@faperj.br
Website: www.faperj.br

Annex 1: Guidelines for writing the research plan (scientific part of the proposal)

The research plan should be organised in 5 sections (2.1.–2.5.), preceded by a summary (1.). We kindly ask you to use the section headings indicated below. The proposals will be sent out for external review. In order to ensure that the scientific content of your proposal can be adequately assessed, please provide a detailed research plan which sets out clearly the aims, objects and methods of the project you are planning.

1. Summary of the research plan (max. 8,000 characters)

This summary should be an exact copy of the one you have written in the *mySNF* data container “Basic data II”. It should include the most important features of your research plan and place your project in a broader scientific context.

2. Research plan

The research plan must not exceed 20 pages and 80,000 characters including blank space, figures, tables, formulae and references. The font size should be 10 pt with a line spacing of 1.5. In general, appendices are to be avoided.

2.1 Current state of research in the field

By citing the most important publications in the relevant field, please set out the scientific background and basis of the project, explain the need to perform research on the topic you propose and briefly describe important research currently being conducted internationally.

2.2 Current state of own research and partnership aspect

- Please describe briefly the work done by the different applicants in the relevant research field or in related fields and indicate the relevant publications.
- Explain how the different applicants complement each other for the proposed research project.
- Describe past collaborations that involved the Swiss and Brazilian partners (if applicable).

2.3 Detailed research plan

Information on aims, rationale, methods and data

Against the background described in sections 2.1. and 2.2., please state the aims that you plan to attain during the lifetime of the project. Please consider the following points:

- Which investigations and / or experiments do you plan to carry out / are necessary to attain the stated aims?
- What is the rationale for getting the project started and how will the work most likely develop later on?

Information concerning the methods necessary to attain the aims:

- Which are the methods available to you?
- To which other methods do you have access and how?
- Which methods need to be developed?

Data and data collection:

- Which data are available to you and from where?
- Which data need to be collected?

2.4 Work division, schedule and milestones

- Please indicate how you plan to divide the work among the different partners.
- As far as possible, please give an approximate schedule for the work to be carried out within the project and indicate the most important milestones. In particular, please describe the major tasks of the staff to be employed within the project by the different partners.
- List the planned visits between the Swiss and Brazilian research groups (visiting scientist, hosting scientist, purpose of visit, date and duration of visit).

2.5 Importance, impact and results

Scientific importance and impact

Please describe briefly the importance of your research for the scientific community and the impact you expect from the project on research and training/teaching in your field/discipline.

Please indicate how you will publish/communicate your results.

Expected results and dissemination plan

Describe in detail the project outcomes you envisage. Explain how you will share these findings with stakeholders and the community. Address the potential for knowledge transfer to industry (if applicable).

Broader impact

If you have indicated (on *mySNF*) that your application involves use-inspired research, please state whether and to what extent the proposed project will have a broader impact and what this impact will be. The following points should be addressed:

- Need for research as perceived by practitioners/industry: are there any knowledge gaps? Are innovations and improvements expected?
- Transferability of results: to what degree can research results be put into practice?
- Other potential impacts: in which spheres outside science could the implementation of the research results entail changes and what is the nature of these changes?

3. Ethical, safety and regulatory issues

Does your proposed work raise ethical, safety or regulatory issues? If yes, how will you deal with them?

4. Research requiring authorisations or notifications on the Brazilian side

For the Swiss side, please see corresponding data container on *mySNF*. For the Brazilian side, indicate whether the proposed research includes:

	YES	NO
Humans, human tissue samples or individual medical data		
Vertebrates, decapods or cephalopods		
Pathogens or genetically modified organisms		
Human embryonic stem cells		

5. List of ongoing and/or recent research projects between the Brazilian and Swiss applicants

Project title	Research area	Project duration (xx/yy/zz - xx/yy/zz)	Amount of funds & funding source

Insert additional rows into the table if required.

6. Planned visits

6.1 Rio de Janeiro State to Switzerland

	Visiting scientist(s)	Period & duration of visit	Purpose of visit
1st year			
2nd year			
3rd year			

6.2 Switzerland to Rio de Janeiro State

	Visiting scientist(s)	Period & duration of visit	Purpose of visit
1st year			
2nd year			
3rd year			

7. Requested funds

For the Swiss side, please see corresponding data container on *mySNF*.

Brazilian applicant (in BRL)

Tipo/ Category	Rubrica orçamentária/Budgetary headings	Valor total de cada ru- brica	Detalhamentos e justifica- tivas
Capital/ Capital expenses	Material permanente e equipamento nacionais/National materials of enduring value	R\$	
	Material permanente e equipamento internacionais/Imported materials of enduring value	R\$	
Custeio/ Operating expenses	Serviços de terceiros (pessoa física)/Third-party services (natural persons)	R\$	
	Serviços de terceiros (pessoa ju- rídica)/Third-party services (legal persons)	R\$	
	Bolsas/Scholarship	R\$	
	Material de consumo/Consumables	R\$	
	Passagens/Flights	R\$	
	Diárias/Per diems	R\$	
	Taxas de Importação (até 18% do valor do bem importado)/Import taxes	R\$	
	Seguro saúde de viagem/Health medical overseas insurance	R\$	
Total		R\$	