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Implementation Provisions

on the Awarding of Funding from the "Basic Research Fund of the University of St.Gallen" for Postdoctoral Researchers (Great Minds)

1 February 2016 (as of: 1 January 2024)

The Research Committee of the University of St.Gallen

enacts

based on

Art. 1, para. 2 of the Regulations on the Awarding of Research Funds by the Research Committee of the University of St. Gallen of 8 December 2015

as implementation provisions:

Art. 1 Subject

¹ These Implementation Provisions govern the awarding of funding from the "Basic Research Fund of the University of St.Gallen" (BRF/GFF) for postdoctoral researchers (Great Minds).¹

Art. 2 Eligibility

¹ Early career researchers who hold a doctoral degree or who will earn such a degree within the next six months are eligible to apply, whereby the date on which applicants took their last examination prior to submitting their application, is decisive.²

² Applicants must have earned their PhD degree no more than two (2) years prior to submitting their application. The date of the examination or defence is deemed to be decisive. Exceptions may be granted in justifiable cases (e.g. family care duties). Exceptions must be applied for and approved by the Research Committee prior to submission of the application. Applicants submitting such a request must set out their case in detail.³

³ The funding period may begin at the earliest after applicants have successfully defended their doctoral dissertation.

⁴ Applicants who have completed their doctorate at the University of St.Gallen must have gained at least eight months of experience at a research institution outside the University of St.Gallen, either during or after their doctoral studies. Alternatively, applicants may provide evidence that they will be spending at least four months at a research institution abroad during the envisaged GFF/BRF funding period.⁴

Art. 3 Project Requirements

¹ The research project serves to develop an independent scientific research profile and is intended to support applicants who are aiming for an academic career after their doctoral studies in their scientific career development.⁵

¹ Amended 26 September 2023, enacted 1 January 2024.

² Amended 26 September 2023, enacted 1 January 2024.

³ Amended 26 September 2023, enacted 1 January 2024.

⁴ Amended 26 September 2023, enacted 1 January 2024.

⁵ Amended 26 September 2023, enacted 1 January 2024.

Art. 4 Fundable Costs

¹ Funding shall cover the costs of the applicant's position pursuant to the regular salary categories of the University of St.Gallen (F8). Funding is provided for .75 FTE (75% of a full-time position).⁶

² Research expenses (e.g. conferences, submission fees for research outlets, office supplies, further training, research trips) are disbursed without prior application and on a pro rata basis as per the position funded by the Research Committee. The Research Committee periodically determines the maximum amount of research expenses that will be covered.^{7,8}

³ Research costs directly related to undertaking the funded research project may also be covered.⁹

^{3bis} A childcare contribution may be claimed in addition to travel expenses for children requiring childcare who travel with to conferences. The Research Committee determines contributions to childcare costs (allocated as a lump sum, also in consideration of local circumstances) on a case-by-case basis. The Research Committee periodically decides on the maximum lump sum.¹⁰

⁴ No funding is awarded retrospectively.

Art. 5 Duration of Funding

¹ Funding is awarded for a maximum of 24 months to applicants who have earned their doctorate at the University of St.Gallen. For applicants who have earned their doctorate at another university, funding is awarded for a maximum of 36 months.¹¹

² Should the requested amount of funding exceed a period of 24 months, the funding will be disbursed in two tranches: the first tranche for a maximum of 24 months, the second tranche for the remaining duration of a maximum of 12 months. The disbursement of the second tranche must be applied for before the end of the second year of the project. Applicants must adhere to the submission deadlines of the Research Committee.¹²

Art. 6¹³ Applications

¹ Applications must be submitted by the advertised deadlines.

² Applications are reviewed by the Research Committee at its regular meetings.

³ Application forms should be submitted to **foko_submission@unisg.ch** and must include the following supporting documents:

- a) Research plan (see the application form for the requirements);
- b) CV;
- c) List of publications;
- d) Copies of degree certificates including the doctoral degree;

⁶ Amended 26 September 2023, enacted January 2024.

⁷ Amended 7 May 2021, enacted 7 May 2021.

⁸ Amended 26 September 2023, enacted January 2024.

⁹ Amended 26 September 2023, enacted January 2024.

¹⁰ Amended 26 September 2023, enacted January 2024.

¹¹ Amended 26 September 2023, enacted January 2024.

¹² Amended 26 September 2023, enacted January 2024.

¹³ Amended 26 September 2023, enacted January 2024.

- e) A letter of support from at least one full professor or associate professor at the University of St.Gallen or from a bridge professor (Brückenprofessuren) at the University of Zurich (in their capacity as a full or associate professor at the University of Zurich)¹⁴. Letters should also outline how the applicant will be integrated into a research institute at the University of St.Gallen.

Each full or associate professor at the University of St.Gallen or bridge professor of the University of Zurich (in their capacity as a full or associate professor at the University of Zurich) may supervise a maximum of one GFF/BRF-funded postdoc at a time, whereby an overlap of two supervisions of a maximum of 6 months is permitted;

- f) Two reference letters (only required with the first application). Applicants who have earned their doctorate at the University of St.Gallen must provide at least one reference from a supervisor who is not affiliated with the University of St.Gallen;
- g) An invitation letter from the host institution abroad (according to Art. 2, Para.4).

⁴ Recipients who apply for an extension (second tranche) must justify their request, as well as provide a report on the first (i.e. completed) part of the project and details on current progress. They must also provide demonstrable evidence of their active involvement in their research institute and of the support they are receiving there.

Art. 7.¹⁵ Evaluation

¹ Scientific evaluation criteria:

- a) Fulfilment of the project requirements;
- b) Scientific quality of the research plan;
- c) Applicant suitability and qualifications;
- d) Adequate integration into a research institute at the University of St.Gallen.
- e) Pursuant to Art. 2, Para. 4, applicants are required to be employed at the University of St.Gallen.

² Criteria used to evaluate extension applications:

- a) Project success to date;
- b) Likelihood of achieving the project objectives in the remaining project time;
- c) Quality of project-related publications, which must provide unmistakable evidence of the applicant's author contribution.

Art. 8 Disbursement

¹ If the application is approved by the Research Committee, a project cost centre will be opened to which the awarded amount will be transferred.

² The project cost centre is managed by the Office of the Research Committee.

Art. 9 Recipient Duties and Responsibilities

¹ Recipients are required to provide information and to meet filing and reporting obligations

¹⁴ Bridge professors (Brückenprofessuren) of the University of Zurich (UZH) are professors who have been appointed to the UZH Faculty of Medicine within the framework of the Joint Medical Master and whose appointment has been confirmed by the University of St.Gallen.

¹⁵ Amended 26 September 2023, enacted January 2024.

pursuant to the Regulations on the Awarding of Research Funds by the Research Committee of the University of St.Gallen.¹⁶¹⁷

² Recipients are obliged to mention their affiliation with the University of St.Gallen in any publications that result from the awarded funding.¹⁸

³ The source of funding must be mentioned in the Acknowledgements of all publications, by stating the project number.¹⁹

⁴ Any malpractice and violations committed in the handling and use of funding are deemed to constitute research misconduct and will be investigated and sanctioned in accordance with the HSG Code of Academic Integrity.²⁰

*Art. 10*²¹

*Art. 11*²² *Enactment and Transitional Provision*

¹ The amendments to these Implementation Provisions were adopted on 26 September 2023 and enacted on 1 January 2024.

² The maximum funding period *pursuant* to Art. 5 of these Implementation Provisions shall not apply to funding awarded before 1 January 2024.

¹⁶ Senate Decree of 8 December 2015.

¹⁷ Amended 26 September 2023, enacted 1 January 2024.

¹⁸ Amended 26 September 2023, enacted 1 January 2024.

¹⁹ Amended 26 September 2023, enacted 1 January 2024.

²⁰ Directives and Statutes of the University of St.Gallen, II.D.29.

²¹ Omitted according to the amendment 26 September 2023, enacted 1 January 2024.

²² Amended 26 September 2023, enacted 1 January 2024.