



SNG Research Fellowships Procedures

Timing for 2024:

- March 15th open submission
- July 12th deadline for application
- November: Announcement of the fellowships

1) Application and Evaluation Process

2x SNG Research Fellowship (25.000 CHF each) with matching funds from institutions

- SAYN membership is required (thus, residents are selected), no further age criteria.
- Matching Funds are a prerequisite. A signed letter from the host institution granting matching funds (25.000 CHF/ fellowship) and full support of the candidate must be provided upon admission.
- Main purpose of the fellowship is to grant protected research time for the candidate in a research institution in Switzerland.
- Money is transferred to institutions. However, the SNG is not in the position to compensate institutions for the administration of the SNG funds, nor is it allowed to take out overheads from any funding granted by the SNG. The money is for support of the candidate only
If rejected, applicants can re-apply.

2) Formal Criteria:

- A former prize winner will not be awarded again (but application for prize and grant are possible by the same person).
- For the SNG prizes, criteria are (1-9; 1= poor, 9 = excellent): question, methods, statistical analysis, quality of discussion, quality of conclusions. The applicant needs to be either first/co-first author or last/co-last author on the publication proposed.
- For the SNG «research fellowship» clear criteria with respect to format, structure, and length of proposal.
- The proposal should be written in English.

The scientific part should not exceed 6 pages following this structure:

1. Name of the applicant and title of the project
2. Summary (1 page)
3. Background (1 page)
4. Rationale, hypothesis and specific aims (1 page)
5. Experimental plans including own previous results and methodology (2 pages)
6. Significance for persons with a neurological disease (1 page)
7. References (not limited)
8. CV of the applicant
9. Applications should be written in Arial 10, space 1.15, margin 2.0
10. Figures and tables illustrating the application are encouraged
11. Must be submitted in English
12. Only 25.000 CHF can be applied for; this must be used for protected research time (no consumables can be granted). It needs to be clearly stated, how other project costs will be covered.

3) Procedure for the fellowships:

- Grants are checked for formal criteria (IMK) – grants need to be in English (must be clear in the initial submission text).
- Grants are forwarded to Science Commission (SC)-SNG. SC-SNG splits grants into equal portions/SC member for own review and to 2-3 reviewers (a list of potential reviewers should be generated in advance; reviewers should be asked if they would be willing to review for this prize).
- Grants are sent for review according to evaluation criteria above. However, in addition to a ranking 1-9 (like SNSF; 5 is “good”), reviewers will provide a short paragraph for each criterion; limit to 2-3 sentences/criterion (no limit word count).
- SC members receive reviews and sort their candidates according to evaluation criteria.
- One virtual meeting of SC with introduction of best candidates of each SC member; SC comes to joint recommendation about prizes. Reasons for decline are documented (primarily for internal purposes).
- The SNG Board is then informed about the winner.
- Grants need to be started within the following year.

4) COI for Reviewers and SC members who rate the proposals:

- Currently at same institution
- Current joint research projects and/or publications should be declared (no strict exclusion criterion, unless first/last co-authorships)
- Previous joint publications are no exclusion criterion, but must be declared (no strict exclusion criterion)
- Any other (personal) COI must be declared

Gender und Diversity: no quota; but diversity will be considered.

5) Reporting Procedure

- In January following the year of completion of the project, IMK (cc scientific committee) sends out an Email to applicants asking for (until February 15th):
1 page reporting about the project including answers to the questions (a) summary of what was achieved b) results (publications other results of the project mentioning the SNG funding) c) were matching funds received? d) did any aspects need to be changed/ did go other than planned? This report needs to be signed by the applicant and the head of the institution.

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