



Guidelines for Travel Support for young researchers

1. Objectives

Each year, the SSAA receives money from the Swiss Academy for Sciences (scnat) available as travel funding for young SSAA members. The requested funding could be used for observing runs, visits to other institutions, conferences, workshops, research schools, etc.

2. Eligibility

- a. Applicants should be either MSc, PhD student or Postdoctoral researcher currently employed at a Swiss research institution (University, Fachhochschule, EPFL/ETHZ, EMPA, PSI).
- b. Applicants should have a current SSAA membership to receive funding. If a non-SSAA applicant is awarded a grant, membership is required to be eligible for funding.
- c. To give the applicants additional flexibility, the grant could be used retro-actively up to a maximum of 6 months, which should be stated in the application.
- d. Each applicant can only submit a single application per call.

3. Application

- a. Current call details are displayed on the relevant [SSAA webpage](#)
- b. Applications should contain the applicant contact details, email, destination and travel dates.
- c. Applications should include a short rationale (1 page) for the travel funding request, detailing the motivation and expected outcome of the trip.
- d. Applications should include a short CV (single page) and a list of publications (if any).
- e. Applications should contain a detailed budget (incl. travel, hotel, meals, registration...), which could support in total or partially the overall costs. Albeit the SSAA annual budget allocated to this funding instrument is limited, there are no upper limits for individual applications. Typical amounts granted are in the CHF 500 to CHF 1500 range.

4. Deadline and submission

- a. Applications should be submitted as a single PDF file to the SSAA Committee (committee@ssaa.ch) by the proposal deadline indicated on the call ([SSAA webpage](#) and SSAA newsletter).

5. Evaluation and decision

- a. Applications are reviewed by the SSAA Committee shortly after the application deadline.
- b. The following evaluation criteria are applied during review:
 - i. Applications should have clear deliverables, e.g. presentations or posters at conferences, visits at other institutions to complement the applicant's expertise, etc.
 - ii. The research topic linked to the proposal should be aligned with the research carried out by the applicant and bring an added value.
- c. Decisions are communicated by the SSAA President within six weeks after the application deadline.