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# Guidelines for the research plan

## Sinergia programme

August 2017

### 1. Research plan

The research plan is used in the evaluation process to answer the following questions related to the Sinergia assessment criteria:

- **Is the research approach described in the proposal well-conceived, consistent and risk-balanced?**
- **Does the proposal present a truly interdisciplinary approach with a highly qualified and complementary research team?**
- **Does the proposed research represent a substantial contribution with breakthrough character beyond disciplinary boundaries?**
- **Is the requested budget appropriate?**

Make sure that the relevant information is clearly described.

Furthermore, the research plan must be written in accordance with the rules of good scientific practice and sources must be cited correctly. It must consist of original text that has been written by the applicants themselves. A limited amount of text or other material by third parties or text published by the applicants themselves is permissible in the sections concerning the state of research, as well as when describing standard methods. The quoted texts must be clearly designated as such (quotation marks or appropriate wording) and a verifiable source must be mentioned nearby and in the bibliography. See also the SNSF dossier on scientific integrity: [www.snsf.ch](http://www.snsf.ch) > The SNSF > Research policies > Scientific integrity.

Adopt the titles of the sections listed below, either word for word or in approximate terms. In general, the research plan should not contain any annexed documents.

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## 1. Summary *(maximum 1 page)*

Give a synopsis of the entire research plan. In particular, summarise the main goals of the project and how these goals may exceed the state of the art. Also give a brief overview of the research approach and implementation.

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## 2. Project description

*(The research plan must **not exceed 20 pages and 80,000 characters (with spaces), for projects with 2 applicants and 30 pages and 120,000 characters (with spaces) for project with 3 or 4 applicants; this includes illustrations, footnotes, formulae and tables (and, if applicable, the table of contents), but not the bibliography. A minimum of point 10 font size and 1.5 line spacing must be used. In general, the research plan should not contain any annexed documents.)***

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<b>2.1 Goals of the projects</b>	Specify the approach you are taking and the concrete results that you aim to achieve in the period of funding.
<b>2.2 Interdisciplinarity</b>	Describe what makes the proposal interdisciplinary and why an interdisciplinary approach is necessary. From the interdisciplinary perspective, specify the complementarity and role of each applicant.
<b>2.3 Relevance and impact</b>	Describe the scientific relevance of your research and the impact the project may have for the different disciplines and for science as a whole (research and education/teaching). In addition, mention the form in which you wish to make your research results public (e.g. articles in science journals, monographs, conference proceedings, etc.). If applicable, indicate whether and to what extent the project is expected to have a broader impact (e.g. on economy, industry, policy or administration) and what this impact will be.
<b>2.4 State of the art relevant to the project</b>	Which previous insights provided the starting point and basis for the planned studies? In which areas is research needed, and why? Mention the relevant references.
<b>2.5 Research approach</b>	Give the assumptions and hypotheses from which the project starts. Specify the scientific approach, combination of different methods, techniques, etc. to be used in addressing the overall goals of the project. Describe the methods that first have to be developed.
<b>2.6 Project implementation</b>	Describe how you plan to reach the anticipated goals. Show the planned contribution by each team member and project partner (if applicable), including each PhD student, postdoc and other staff positions requested in the proposal. Compile a schedule consistent with your

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	budget plan that includes all planned tasks (who, when, how). Which specific measures will be taken to enhance interaction between project participants?
<b>2.7 Risk management</b>	If applicable, state in what respect the planned research goals may not be reached and which alternatives may be foreseen.

### 3. Bibliography

List all the sources of relevant prior and/or ongoing work referred to in the research plan.

## 2. Annexes

### 2.1 Salary scales for doctoral students, salary ranges and guidelines for postdocs and other staff members, blanket amounts for social security contributions

[http://www.snf.ch/SiteCollectionDocuments/Annex\\_XII\\_Ausfuehrungsreglement\\_Beitragreglement\\_E.pdf](http://www.snf.ch/SiteCollectionDocuments/Annex_XII_Ausfuehrungsreglement_Beitragreglement_E.pdf)

### 2.2 Grants for scientific open access e-publications (publication grants)

[http://www.snf.ch/SiteCollectionDocuments/Annex\\_II\\_Ausfuehrungsreglement\\_Beitragreglement\\_E.pdf](http://www.snf.ch/SiteCollectionDocuments/Annex_II_Ausfuehrungsreglement_Beitragreglement_E.pdf)

### 2.3 Support grants based on the 120% model

[http://www.snf.ch/SiteCollectionDocuments/Annex\\_IV\\_Ausfuehrungsreglement\\_Beitragreglement\\_E.pdf](http://www.snf.ch/SiteCollectionDocuments/Annex_IV_Ausfuehrungsreglement_Beitragreglement_E.pdf)

### 2.4 Mobility grants for doctoral students working on SNSF-funded research projects

[http://www.snf.ch/SiteCollectionDocuments/Annex\\_V\\_Ausfuehrungsreglement\\_Beitragreglement\\_E.pdf](http://www.snf.ch/SiteCollectionDocuments/Annex_V_Ausfuehrungsreglement_Beitragreglement_E.pdf)

### 2.5 Costs for gender equality measures: Gender equality grant

[http://www.snf.ch/SiteCollectionDocuments/Annex\\_VII\\_Ausfuehrungsreglement\\_Beitragreglement\\_E.pdf](http://www.snf.ch/SiteCollectionDocuments/Annex_VII_Ausfuehrungsreglement_Beitragreglement_E.pdf)