



## **Fact Sheet on the Awarding of Funding for Short Exchanges by Junior Researchers**

Resolution of the Faculty Council of 11 June 2018

RS 8.1

Version 2.0 (as of 7 June 2021)

### **1 General Points**

<sup>1</sup> This fact sheet governs the process for awarding funding for short exchanges (so-called mobility grants) by junior researchers in the Faculty of Law allocated as part of the implementation of the University of Zurich's internationalization strategy.

<sup>2</sup> When mobility grants are awarded it should be ensured that the activity being funded is significant for research as well as for the academic development of the person applying for the funding.

<sup>3</sup> This fact sheet also governs the process for awarding other funding made available by the Faculty of Law for short stays (so-called mobility grants) by junior researchers.

### **2 Use of the Mobility Grants**

<sup>1</sup> The mobility grants can be used to financially support the following activities by junior researchers in the Faculty of Law:

- a. Short research stays at other universities or non-university research facilities abroad;
- b. Short research stays at Swiss League of European Research Universities partner universities outside of Zurich;
- c. Brief library or archive research abroad;
- d. Participation in summer and winter schools abroad;
- e. As an exception, participation as a speaker at meetings and conferences at a recognized academic event outside of Switzerland if a significant contribution to the applicant's academic career is expected and the costs cannot be covered by the event organizer.

<sup>2</sup> In principle, the mobility grants are used to support stays of at least two weeks and a maximum of two months. In justified cases – specifically for summer and winter schools as well as for meeting and conference participants – a stay of less than two weeks is possible.

### 3 Application Process

<sup>1</sup> Applicants for a mobility grant must meet the following requirements:

- a. Doctoral candidate in the Faculty of Law or a postdoctoral researcher in the Faculty of Law;
- b. No previous funding for the application for the requested activity at the same location through a mobility grant.

<sup>2</sup> The following documents must be submitted for the application:

- Cover letter explaining the project and the reason how the funding requirements have been met (max. 1 A4 page);
- Letter of support from the applicant's supervisor (max. 1/2 A4 page);
- Invitation letter/confirmation from the host institution;
- CV;
- University certificates;
- For doctoral candidates: Confirmation of Matriculation; for postdoctoral researchers: Confirmation of employment/activity as a postdoctoral researcher in the Faculty of Law;
- Travel expense receipts.

<sup>3</sup> The complete application must be submitted electronically as a PDF document (one file only) to the Coordination Office of the Vice Dean of Research and Academic Career Development of the Faculty of Law.

### 4 Criteria for the Awarding of a Mobility Grant

<sup>1</sup> Mobility grants are awarded in the order of the applications that are submitted ("first come, first served"). Applications for exchanges as part of the League of European Research Universities doctoral program as well as at universities with which the University of Zurich has a strategic partnership will be given preferential treatment. An amount can be reserved for this purpose.

<sup>2</sup> Applicants whose eligible activity was not funded in the previous year because the budget was depleted have priority if they resubmit their application by the deadline set by the delegate for junior researchers.

<sup>3</sup> Eligible activities by applicants who have already received a mobility grant will only be funded if funds are still available after the eligible activities of all other applicants have been funded.

<sup>4</sup> The Vice Dean of Research and Academic Career Development of the Faculty of Law decides on the awarding of mobility grants according to the specified principles.

<sup>5</sup> Participation fees for meetings and conferences, summer and winter schools and for similar events are not paid from the mobility grants, but must instead be paid by the participants themselves.

## 5 Reporting

The Vice Dean of Research and Academic Career Development reports at the end of the calendar year to the Faculty Council and the Vice President Research about the awarding of the mobility grants.

**Appendix:****Amount of the Mobility Grants**

	Sweden, Norway, Finland, UK	Other European countries (incl. Switzerland)	USA, Japan, Australia, New Zealand, Canada	Other non-European countries
Travel grant (actual expense according to receipts, max. amounts)	max. CHF 400	max. CHF 400	max. CHF 1,000	max. CHF 1,000
Contribution to accommodation costs	CHF 300/week (flat rate)	CHF 200/week (flat rate)	CHF 300/week (flat rate)	CHF 200/week (flat rate)