

Action/Document	Related website	Comments	Status
Regulations	https://www.bridge.ch/en/proof-of-concept	Please carefully read the regulations Please be available after the submission deadline to potentially update your proposal if requested (the deadline for the correction is 2 days)	<input type="checkbox"/>
Register to mySNF	New user login link: https://www.mysnf.ch/newuser.aspx	Creation of the mySNF account at least one week before the deadline mySNF User Agreement: new users of mySNF are requested to sign a User Agreement and return a copy of the signed document to the following address: mysnfuseragreement@snf.ch ; please follow carefully the instructions provided in the email once registered for a new mySNF account.	<input type="checkbox"/>
Commitment letter from the future host institute	Templates: en de fr	Use the provided template <i>Detailed confirmation of the research institute signed by the head of the host research group and the head of the institute/department written on paper using the official letterhead of the research institution</i>	<input type="checkbox"/>
Reference Letter	N/A	<i>From the advisor responsible for the applicant during the acquisition of the relevant research results, detailing the applicant's experience</i>	<input type="checkbox"/>
CV of applicant	portal.snf.ch	In English, please generate your CV on the online platform. <i>Focus on personal research- and innovation-based achievements</i>	<input type="checkbox"/>
CV of the head of the host research group	N/A	In English, max. 2 pages, OR please use the CV according to the online platform .	<input type="checkbox"/>
Project description	Template	Use the provided template In English, 6 pages, max 24'000 characters (figures, tables, formulas included), excluding bibliography, plus max. 1-page summary	<input type="checkbox"/>
Responsible applicant	https://www.mysnf.ch	Please provide a valid corresponding address in Switzerland where you will be able to receive the decision letter (approximately 3 months after the submission of the project)	<input type="checkbox"/>
Summary		In English, max. 400 words (approximately 3000 characters)	<input type="checkbox"/>
Re-submission		<i>In case of a resubmission, please join a statement responding point-for-point to the comments raised in the rejection letter</i> In English, max. 3 pages	<input type="checkbox"/>
Requested funding		Salaries, Social security contributions, Research funds max. 130'000 CHF	<input type="checkbox"/>
Records of achievement		Max. 5 documents, if number > 5, please join a list of the supplemental achievements	<input type="checkbox"/>
Copy of diplomas - certificates		Copy of diplomas (with an English translation if applicable)	<input type="checkbox"/>
Official certificates		For research requiring authorisation or notification	<input type="checkbox"/>
IP overview		Template	Use the provided template Overview of the ownership of existing Intellectual Property rights to research results

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