

SNSF Advanced Grants 2023

Rebuttal Letters Guidelines for Applicants

Time window for rebuttal letters: 19 – 28 August 2024

1 The Process

In a first step, your proposal is reviewed by at least two external experts (peer review). These reviews will be made available to you as an anonymized version via mySNF on the morning of 19 August 2024. Thereafter, you will have until **28 August 2024, midnight, to submit your rebuttal letter** (response to the external reviews) via email to adg@snf.ch.

In a next step, your rebuttal letter will be added to your proposal documents, and the referees of the SNSF Advanced Grants 2023 will review them. They will write their recommendations based on the full proposal, the external reviews as well as the rebuttal letter. The rebuttal letter will not be sent to the external reviewers.

Finally, the evaluations by the referees will be presented and discussed at the evaluation meeting. Please find the details on the evaluation process in the [Call Document](#).

2 The Format and Content

2.1 Format

- The rebuttal letter must not exceed 3 pages (*at least font size 11 (for Arial or similar), margins (2.0 cm sides and 1.5 cm top and bottom)*).
- The rebuttal letter must be written in English.
- The document must be named “ **rebuttal_YourLastName_YourFirstName_XXXXXX.pdf** ” (XXXXXX = last 6 digits of your proposal number, i.e. the 6 numbers after the underscore).
- Rather than replicating the comments of the external reviewers in the text, please summarize and respond to their most important critiques.
- Figures and references are allowed. All of this information counts towards the page limit.
- No annexes or links to websites or other are allowed.
- The letter must be mailed to adg@snf.ch as a pdf attachment.
- You must send your pdf no later than **28 August 2024, midnight**.

If any of the above conditions is not fulfilled, the SNSF will not accept your letter and continue the evaluation of your proposal without your rebuttal.

2.2 Content

In the rebuttal letter, you may respond to any misunderstandings in the evaluation. You may also provide possible solutions to specific criticism. However, please note that you are not allowed to fundamentally change your research plan; e.g., adapt the research question. Simply disputing experts' comments or competences to defend one's application is not acceptable.