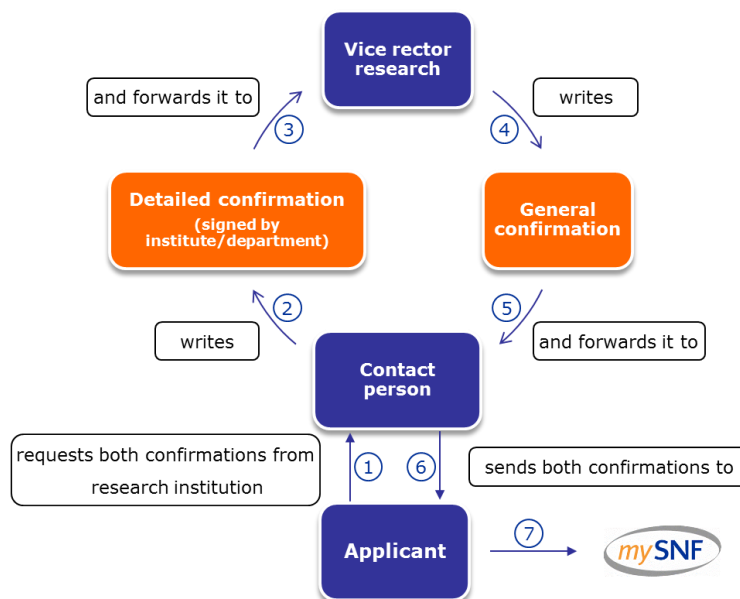


**Introductory remarks:** The SNSF awards PRIMA grants to excellent female researchers who wish to conduct, manage and lead their own independent project at a Swiss higher education institution or at a research institution outside the higher education sector. PRIMA grants are not intended to simply support additional researchers at postdoctoral level. Only very talented and outstanding researchers with a high potential for a professorship shall be supported.

**The written confirmation of the research institution consists of two separate letters:**

1. Detailed confirmation of the research institution signed by the contact person mentioned in the application and the head of the institute/department. This letter refers to the obligations which are stated in the PRIMA regulations, in particular article 8 and article 12.
2. General confirmation of the vice rectorate for research (or equivalent)



**The directorate of the institute/department should forward the detailed confirmation of the research institution (point 1) to the vice-rectorate for research in order to receive the general confirmation (point 2). Then, the contact person at the research institution should send both confirmations to the applicant for a timely submission of the application.**

Both confirmations must follow the text template provided below and be written on paper using the official letterhead of the research institution. They **must be added to the application** and will only be regarded as complete if all the points relevant to the application are addressed.

## 1. Detailed confirmation of the research institution

The **[name institute/department]** confirms its intention towards **[name applicant]**, to adhere to the obligations listed below should a PRIMA grant be awarded by the SNSF for the proposal entitled **[project title]**.

The research institution commits itself to host the principal investigator (PI) for the duration of her PRIMA grant and to:

- integrate the PI in the research institution and to provide working space;
- support the PI in the management of her team and to provide administrative assistance to the PI;
- provide research support to the PI and her team members throughout the duration of the project, in particular as regards a commensurate share of the funding of research expenses (e.g. material, equipment, personnel, travel, etc.) and access rights to infrastructures, equipment, and other services as necessary for conducting the research **[please specify]**;
- guarantee the necessary scientific independence of the PI, in particular as regards the:
  - assurance of a position at the level of a group leader (or equivalent position) at least;
  - realisation of the project under the scientific guidance of the PI;
  - selection and supervision of other team members;
  - use of the budget to achieve the scientific objectives of the project;
  - authority to publish as senior author and to invite as co-authors only those who have contributed substantially to the reported work;
- offer the PI career prospects and in particular inform about job openings in her field of competence.

**[The following points should be addressed, IF APPLICABLE; The first two points are only needed, if the applicant will not be employed as assistant professor]**

- For the requested PhD position the due completion of the doctoral thesis is guaranteed on expiry of the grant or in the event of the project being prematurely abandoned.
- The official supervisor of the doctoral thesis at **[name institute/department]** will be **[name]**.
- *[In case of medical researchers doing clinical work]* **[name applicant]** can devote for the first two years of the grant at least 80 % of work-time percentage to the project and to her own further training and up to 20 % to clinical work.

**[The following points MUST be addressed]**

- Statement on the general interest of the research institution with regard to the PI and her research project/field as well as possible synergies.
- Statement on the project's autonomy compared to other ongoing research objectives at the research institution.
- **[Further comments if desired]**

**[Name, signature; signed by the contact person mentioned in the application and the head of the institute/department]**

## 2. General confirmation of the vice rectorate for research

**A) In case the applicant will be employed as group leader or equivalent please provide the following confirmation letter:**

The executive board of the **[name of the research institution]** supports the application of **[name applicant]** for a PRIMA grant and warrants the necessary conditions for the successful conduct of the research project pursuant to the letter of the **[name institute/department]**.

**[Further comments if desired]**

**[Name, signature; signed by the vice-rector for research or equivalent]**

**B) In case the applicant will be employed as assistant professor please provide the following confirmation letter:**

The higher education institution commits itself for the duration of the PRIMA grant to:

- guarantee the recipient of the SNSF PRIMA grant the status and title of a local assistant professor or an equivalent status.
- guarantee the recipient of the SNSF PRIMA grant the right to supervise dissertations (in the case of a higher education institution that awards doctoral degrees).
- inform the PI about job openings in her field of competence.
- ensure the possibility of teaching, however not exceeding 20% of the PI's work-time.

The executive board of the **[name of the research institution]** supports the application of **[name applicant]** for a PRIMA grant and warrants the necessary conditions for the successful conduct of the research project pursuant to the letter of the **[name institute/department]**.

**[Further comments if desired]**

**[Name, signature; signed by the vice-rector for research or equivalent]**