

Regulations on the award of research funds by the Research Committee of the University of St.Gallen

of 8 December 2015

Based on Section 1 (4) of the "Research Committee Fund of the University of St.Gallen" regulations of 14 December 2015, the Senate Committee of the University of St.Gallen herewith passes the following regulations:

Section 1 Subject

¹These regulations lay down the treatment of applications for grants from the budget of the Research Committee and from the following funds:

- a) Basic Research Fund;
- b) Publications Fund;
- c) Fund for Research Panels;
- d) any other funds created by the Research Committee;
- e) applications for additional research grants taken on by the Research Committee for resolution.

²Details are regulated by the Research Committee in implementing provisions, specifically the funding purpose and the conditions governing application.

Section 2 Advertisement

¹The Research Committee sets the application deadlines.

²The submission deadlines are publically advertised.

Section 3 Submission

¹Applications must be submitted in full in digital format by the set deadline.

²No more than one application per project may be submitted by any one applicant per meeting of the Research Committee.

³Applications from SoM, SEPS and SoF must be submitted in English.

⁴Applications must be sent to the Research Committee Office.

Section 4 Procedure

¹Researchers who fulfil the formal requirements for application are admitted to the application procedure. No prior formal or informal selection will be made.

²The Research Committee does not consider applications which do not meet the formal criteria.

Section 5 Assessment

¹The assessment of the applications admitted to the substantive assessment process is performed in accordance with the principles of academic evaluation¹. Decisive for the award of a grant is the excellence of the research for which funding is sought, taking into account the available financial resources and the focus of the respective instrument. Assessment and award are regulated in detail in the implementing provisions of the Research Committee.

Section 6 Communication of resolution

¹If an application is successful the Research Committee will determine the grant amount in accordance with the conditions explained in the implementing provisions and the financial framework conditions, and pass the resolution in the form of a decree.

²Where an application is rejected the applicant will receive a written notice of rejection containing the reasons for the rejection.

Section 7 Grant payment

¹ In terms of Section 9 of the Guidelines for the Integrity of Scientific Work of 24 February 2015.

¹Allocated funds are released at the earliest in the second calendar month following a Committee meeting.

Section 8 Waiver or premature termination

¹In the event that a beneficiary's employment with the University of St.Gallen ends during the funding period the funding will cease prematurely.

²In the event that a beneficiary waives his or her grant or that a research project has to be terminated prematurely the Research Committee must be informed in writing without delay, including the reasons.

³In the event that the Research Committee discovers a gross breach of the Guidelines for the Integrity of Scientific Work it may immediately discontinue project funding and exclude the beneficiary from further applications for the time being.

⁴Any payments already made shall be reimbursed pro rata temporis unless corresponding expenses have already been incurred.

Section 9 Duty of information

¹The award of a grant by the Research Committee puts the beneficiary under obligation to inform the Research Committee immediately of any significant changes in the research projects described in the applications (reorientation with regard to content, changes in schedule, additional funding sources). These changes are subject to approval by the Research Committee.

Section 10 Duty to deposit

¹The beneficiary is requested to include projects funded by the Research Committee and resulting publications in the research platform of the University of St.Gallen and to update the entries regularly.

Section 11 Reporting

¹The beneficiary may periodically or following completion of the funded project be requested by the Research Committee to create an academic report within a reasonable time period. The report will be examined with regard to content by at least one member of the Research Committee within a reasonable time period. The result of the examination will be communicated to the beneficiary in writing.

²Compliance with the duty to report is a prerequisite for any further application.

Section 12 Resubmission

¹Projects rejected by the Research Committee may only be resubmitted to the Research Committee for assessment in revised form and only once. The changes made must be explained.

Section 13 Entry into force

¹These regulations are to be published within the University and enter into force on 1 February 2016.