**suva**

|  |
| --- |
|  |

**Suva**

**Medical research**

forschung@suva.ch

**Research project funding application**

|  |  |
| --- | --- |
| Name of project: |  |
|  |  |
| Applicant/project manager: |  |
|  |  |
|  |  |

*Notes:*

*The basis for research funding is provided in the General Terms and Conditions (GTCs), available at suva.ch, September 2022 edition.*

*The detailed cost plan should be recorded in a separate Excel sheet (Finanzbericht/Rapport financier) and attached to the application.*

*The applicant (Principal Investigator PI) must demonstrate that they hold suitable academic qualifications. This is usually a doctorate (PhD). Exceptions may be made for good reason.*

***The entire application may not exceed***

***a maximum of 20 sides (excluding annexes).***

**Contents**

1. Short description
2. Aims and hypotheses
3. Preliminary work
4. Study design and methodology
5. Project participants
6. Cost plan
7. Annex
8. **Short description**
   1. Title
   2. Applicant/project manager/PI
   3. Short summary
   4. Reason for requesting funding from Suva
9. **Aims and hypotheses**
   1. Specific aims
   2. Question
   3. Hypothesis
10. **Preliminary work**
    1. Literature review
    2. Own preliminary work
11. **Study design and methodology**
    1. Study design
       1. Is this prospective research or retrospective research?
       2. Does the subject of the application constitute research within the meaning of Art. 2 (1) HRA (research into human diseases or the constitution and function of the human body, conducted: a. with living individuals; b. on deceased individuals; c. on embryos and foetuses; d. with the involvement of biological material; e. with health-related personal data)?
       3. Does the subject of the application constitute clinical research in accordance with Art. 56 (1) HRA in conjunction with Art. 2(a) ClinO (definition of a «clinical trial»): *A research project in which persons are prospectively assigned a health-related intervention in order to investigate its effects on health or on the structure and function of the human body)*?
       4. If it is clinical research: Please specify the sponsor in accordance with ClinO *(*definition of sponsor in accordance with Art. 2 (d) ClinO: *person or institution headquartered or represented in Switzerland that takes responsibility for organising a clinical trial, and in particular for the initiation, management and financing of the clinical trial in Switzerland)*.
       5. Are Suva details (personal details in Suva’s area of responsibility) to be used?
          1. If yes: how will you ensure that personal details are used in the project on an exclusively anonymous basis? Who will make the details anonymous?
    2. Methodology
    3. Statistics
    4. Timeline
12. **Project participants**
    1. Study director/PI
       1. Relevant publications
    2. **Participating institutions:**
       1. Suva internal
       2. Suva external
    3. **Participating researchers:**
       1. Suva internal
       2. Suva external
13. **Detailed cost plan**

*A designated Excel sheet (Finanzbericht/Rapport financier) must be attached to the application form with the total budget. The outlay (actual costs/Ist-Kosten des Projekts/coût réel) arising during the implementation of the project is part of the status report and must therefore be broken down by year at the end of the project.*

1. **Annex**
   1. Full-text versions of key personal publications quoted
   2. Full-text versions of other key publications quoted
   3. Cover letter from the head of the implementing institution
   4. Project manager CV

The applicant acknowledges and agrees that Suva may submit their application, including any annexes, to an external reviewer for assessment.

The applicant acknowledges the General Terms and Conditions (GTCs) of the September 2022 edition, available at suva.ch and expressly accepts them.

**Applicant signature**

**Head of institution signature**

**Place, date**