



## Request for research project

<input type="checkbox"/>	Full research project (budget > 2.000 CHF)
<input type="checkbox"/>	Small project (budget <= 2.000 CHF)
<input type="checkbox"/>	Young investigator project (age of candidate ≤ 35 years & max. 1 peer-reviewed publication in the TCM field; no specified budget)

<b>Project title:</b>		Project start:	
Duration:		Project lead:	
<b>Project lead:</b>			
Name and surname:		Institution:	
Academic degree:		Position:	
Date of birth:		Address (ZIP / city):	
Nationality:		Address (street):	
Telephone:		E-Mail:	
Project budget total:		CHF	
Budget applied for*:		CHF	
<b>Co-investigator/s:</b>			
Name and surname:		Title:	
Affiliation:			
Name and surname:		Title:	
Affiliation:			
Name and surname:		Title:	
Affiliation:			

\*for co-funding, see paragraph 9)

### Project lead:

Date: \_\_\_\_\_ Printed name: \_\_\_\_\_ Signature PI: \_\_\_\_\_

<b>1. Project summary</b>
1.1 Background:
1.2 Hypothesis:
1.3 Working outline:
1.4 Relevance:
<b>2. Scientific background</b>



<b>3. Beneficiaries</b>
3.1 Primary:
3.2 Potential:
<b>4. Objectives</b>
4.1 Project goal & working hypothesis:
4.2 Particular goals:
4.3 Results:
4.4 Impact:
<b>5. Contribution</b>
5.1 Own contribution
5.2 Own preliminary work related to the project:
<b>6. Plan of investigation</b>
6.1 Study design:
6.2 Methods and techniques:
6.3 Statistical methods:
6.4 Timetable and milestones:
6.5 Ethics approval obtained / pending:
<b>7. Project budget</b>
7.1 Total funding required:

7.2 Funding applied for:		
7.3 Staff (p.a. / total):		
7.4 Equipment (p.a. / total):		
7.5 Disposables (p.a. / total):		
7.6 Miscellaneous (p.a. / total):		
8. Applications submitted to other granting authorities:	This application has not been presented to any other granting authority	<input type="checkbox"/>
	This application has been presented to the following granting authority:	<input type="checkbox"/>
8.1 The application ...	... was not accepted.	<input type="checkbox"/>
	... is still pending.	<input type="checkbox"/>
	... has been accepted. Amount granted:	<input type="checkbox"/>
	CHF	
9. Agreement on fundraising	I hereby agree that STA will use this project for fundraising to finance the project.	<input type="checkbox"/>
	I do not agree that STA will use this project for fundraising measures.	<input type="checkbox"/>
10. Agreement on submission of reports and scientific publications	In multi-annual projects, I hereby agree to submit a progress report to the STA research commission 12 months after kick-off (§5.7 of the STA research regulations / "Forschungsordnung").	<input type="checkbox"/>
	I hereby agree to submit a closing report to the STA upon termination of the research project (§5.9 of the STA research regulations / "Forschungsordnung").	<input type="checkbox"/>
	I hereby agree to submit all scientific publications resulting from this research project to the STA.	<input type="checkbox"/>
11. Right of use	I hereby authorize STA to use my research study, including all illustrations and photos, for its internal and external communication.	<input type="checkbox"/>
12. Attachments	Project summary and research plan in German or English	<input type="checkbox"/>
	Curriculum vitae of involved researchers	<input type="checkbox"/>
	List of own publications and teaching activities in the last 5 years	<input type="checkbox"/>

	Selected publications relevant to the project	<input type="checkbox"/>
	Lifecycle management plan for research data	<input type="checkbox"/>
	Approval for publication of research results	<input type="checkbox"/>
	Approval from ethics committee	<input type="checkbox"/>
<b>13. Research data management plan*</b> The following information serves as support for the planning and implementation of research projects, in particular for the handling of data and documents. * For projects funded by the Swiss National Science Foundation (SNSF), the <u>SNSF guidelines</u> apply. Another applicable document is the STA's research data policy: <a href="https://swisstcm.academy/forschung/#projekte">https://swisstcm.academy/forschung/#projekte</a>		
<b>13.1 Data types and formats in the project (existing/ planned/ expected) SNF 1.1</b>		
<input type="checkbox"/>	Static images	<input type="checkbox"/>
<input type="checkbox"/>	Audio files	<input type="checkbox"/>
<input type="checkbox"/>	Databases	<input type="checkbox"/>
		Moving images
		Texts, tables, presentations
		Other:
<b>13.2 Data sources SNF 1.1</b>		
<input type="checkbox"/>	Self-generated data	
<input type="checkbox"/>	Data collected from other sources	
<input type="checkbox"/>	Data originating from other projects	
<b>13.3 Data collection SNF 1.2</b> What methods are used to collect data?		
<b>13.4 Storage formats SNF 1.1 / 3.2</b> In which formats is the data stored?		
<b>13.5 Software</b> Is special software needed to store, analyse or process data? If so, which?		
<b>13.6 Data storage during the project SNF 3.1</b> Where and in what form will the data be stored during the project?		
<b>13.7 Data protection (backup) SNF 3.1</b> How and where is the data backed up during the project?		
<b>13.8 Designation of folders and files SNF 1.2</b> Please observe the STA specifications for the designation of file names and versions.		
<b>13.9 Responsibility for data maintenance and access authorizations</b> Who is responsible during the project a) for data maintenance, b) for granting access authorizations? (Names, function, contact details)		

13.10 Data storage after project end <span style="float: right;">SNF 3.2 / 4.1</span>		
Where and in what form will the data be stored after the end of the project? What costs and personnel expenditure can be expected for data storage, and how are these to be covered?		
13.11 Deletion of project data Which research data can be deleted after a certain period of time (max. retention period ten years)?		
13.12 Preservation of project data Which research data should be preserved for longer-term scientific use?		
13.13 Rights of use / participation of external partners <span style="float: right;">SNF 2.2 / 2.3</span>		
In principle, the rights of use of data collected within the framework of an STA project lie with the STA. If external partners are involved, the transfer of rights of use must be stipulated in writing.		
Will external partners participate in the project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If so, who are they and will they have rights to the research data?		
13.14 Data protection <span style="float: right;">SNF 2.1 / 2.2 / 3.1 / 4.2</span>		
Data on individuals may only be disclosed in anonymised form and without the possibility of inference for the purpose of research, planning and statistics.		
Does the project collect data that allow conclusions to be drawn about the identity, health status, political, religious and sexual orientation of study participants? If yes, will this data be anonymised?	<input type="checkbox"/> Yes  <input type="checkbox"/> Yes	<input type="checkbox"/> No  <input type="checkbox"/> No
Does the project specifically collect sensitive data? If yes, please explain.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Does the project conclude agreements with the study participants on the collection of data and its further use? If yes, please explain.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
13.15 Post-use of research data <span style="float: right;">SNF 2.3 / 4.1 / 4.2</span>		
How should the possible subsequent use of the research data by other researchers or interested parties be regulated?		
<input type="checkbox"/>	All rights reserved	
<input type="checkbox"/>	Public Domain	
<input type="checkbox"/>	Creative Commons licence (please name):	
<input type="checkbox"/>	Individual licence (please name):	
13.16 Data delivery <span style="float: right;">SNF 1.3 / 3.2</span>		
Responsible for data delivery:	Name:	
	Function:	
	Phone:	



	Email:	
The data shall be delivered by (date):		
The data delivery is made to (person):		
Expected effort for the provision of the research data after completion of the project (costs, personnel):		
Planned measures to ensure life cycle management of the collected research data:		
13.17 Documentation		SNF 1.3
Information on the intended description of the research data as well as the data required for this in the course of subsequent use:		
13.18 Publication and access to research data		SNF 4.1 / 4.3 / 4.4
Information on the type and location of publication of primary research data (NOT the published research results). How should this data be made generally accessible? When selecting the data archive, the FAIR Data principles must be taken into account: <a href="https://www.forschungsdaten.org/index.php/FAIR_data_principles">https://www.forschungsdaten.org/index.php/FAIR_data_principles</a>		
13.19 Access authorisation		
The following groups of people should be allowed to access the research data after completion of the project:	<input type="checkbox"/>	Public
	<input type="checkbox"/>	Project partner
	<input type="checkbox"/>	Project staff
	<input type="checkbox"/>	Members of the STA
	<input type="checkbox"/>	Other:
13.20 Blocking period		SNF 4.2
Will there be an embargo period for the publication of the research data after the project is completed?	<input type="checkbox"/>	No
	<input type="checkbox"/>	Yes:

**Project lead:**

Printed name

Signature PI

Date:

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