

## ETH ORD Scheme

### Measure 1 - Calls for Field-Specific Actions

#### Information for ETHZ and EPFL applicants

#### Contribute Calls

These are guidelines for all applicants in ETHZ and EPFL to the calls mentioned above. They complement the general call guidelines in the call document. If partnering with applicants from research institutes (PSI, Empa, EAWAG, WSL), please be advised that **their guidelines may be different**.

#### Applicants and Consortiums

Applicants must be one of the following:

- Professors (any rank) or scientists (including post docs).
- Head of or scientific collaborators in a facility/platform/center.
- Researchers admitted in a doctoral program

#### Additional Requirements

- Lab(s)/group(s)/unit(s) must commit to make the necessary infrastructure (e.g., office space, laboratory space and equipment, administrative assistance) available to the project personnel.
- If an applicant is not a lab/group/unit leader, she/he must submit a letter of support from the head of the lab/group/unit stating that she/he takes administrative responsibility for all personnel financed by the project, as well as induced cost not covered by the grant (template can be found [here](#)).
- If an applicant has a fixed-term contract (e.g. post-doc, tenure track professors/scientists), she/he must submit a letter of support from their superior that they will remain employed for the duration of the project (template can be found [here](#)).

#### Funding

These funding rules apply to the call above. Other calls may require different contributions.

##### For applicants at ETHZ

In this Contribute call, applicants at ETHZ must contribute 25% of the total budget from the resources of their lab/group/unit, either in-cash or in-kind. See the budgeting guidelines below for eligible contributions.

Project's total budget		
25%	25%	50%
Applicant's resources	ETHZ central funding	ETH Board co-funding

**For applicants at EPFL**

In this Contribute call, applicants at EPFL can be funded for 100% of the total budget.

Project's total budget	
50%	50%
EPFL central funding	ETH Board co-funding

**Budgeting Guidelines and Eligible Costs:**

The following costs are eligible for funding and can also be included as in-kind or in-cash contributions:

- Salaries (including social security costs) of staff other than the applicant.
- For applicants other than a head of lab/group/unit, their own salary (including social security costs). The letter of support of their head of lab/group/unit must state that the applicant has the necessary time available.
- Subcontracting costs of no more than 20%.
- Costs for the organisation of conferences and workshops.
- Travel expenses and conference/workshop fees.
- Open access publication costs if they cannot be financed by other means.
- Other costs that are essential to the project and that are duly explained in the proposal.

Other costs are not eligible for funding and do not qualify as in-kind or in-cash contributions. In particular, the following are excluded:

- Any cost of research activities.
- Costs that are already funded by a third party (e.g. by a research grant).
- Operating costs of an ORD platform run by the applicants.