**Sino Swiss Science and Technology Cooperation Program**

**2013-2016**

**Application Form for**

**Stepping Stone Symposia and Follow-Up Workshops**

**Stepping Stone Symposia or Follow-Up Workshops**

Budget allocated for 2014: CHF 130’0001.

**Background and Description**

Stepping Stone Symposia have been instruments under the SSSTC since 2012 (*link to the symposia website*). The goals of the symposia are, (i) to ascertain that research fields with high potential of generating Sino Swiss bilateral benefits are promoted, (ii) to ensure that, through central planning via the LH/ALH, the symposia may broadly reach qualified Swiss stakeholders, (iii) that via broad participation of researchers in a given field, a critical mass needed for building a research community may be built up, and this in turn could promote innovative ideas.

To date, five Stepping Stone Symposia have been successfully concluded: two in 2012 in Switzerland and three in China in 2013. These conferences have helped network Chinese and Swiss researchers and were met with enthusiasm. Currently, a Stepping Stone Symposium on natural products and drug discovery (June 2014 in Switzerland) is under planning (Please contact the SSSTC program office at ETH Global for further information).

Following the same principle, the SSSTC welcomes bottom-up initiatives of symposia in new areas---social sciences included---(or workshops as a follow-up of previous Stepping Stone Symposia), provided that these workshops/symposia promote translational research (through combining research excellence and potential for innovation) and are initiated by either Swiss professors with well-defined Chinese partner institutes, or Chinese partners with support from Swiss professors. Each symposium/workshop should observe the reciprocity principle of funding as much as it is feasible and reasonable, and might receive some administrative support from the LH/ALH.

For Stepping Stone Symposia, aside from adhering to the description above, it is expected that,

1. There shall be broad participation from various universities, research institutes, and/or regions of Switzerland and that a website shall be set up to allow open registration and participation;
2. There shall be clear demonstration of industrial interest and support (this requirement could be waived for disciplines under social sciences).

**Priority Areas**

There is no priority area restriction for Stepping Stone Symposia. The LH /ALH are open to suggestions of new symposia topics.

Workshops: Currently accepting follow-up topics of the previous Stepping Stone Symposia, i.e., cancer research, neuroscience, natural products and drug discovery, and medical technology. New areas may be defined based on demand.

**Deadline**

None.

Grants are awarded on a first come first serve base until the funding for the budget year is exhausted.

**Eligibility**

For Stepping Stone Symposia:

Organizers: full professors from eligible Swiss institutions (Swiss Federal Institutes of Technology, Cantonal universities, Federal and Cantonal research institutes, Universities of Applied Sciences, and other research institutes eligible for receiving federal funding).

For Follow-Up Workshops:

Organizers: senior researchers holding permanent positions in an eligible Swiss institution (Swiss Federal Institutes of Technology, Cantonal universities, Federal and Cantonal research institutes, Universities of Applied Sciences, and other research institutes eligible for receiving federal funding) .

**Grant Information**

For Stepping Stone Symposia:

The maximum budget is up to CHF 60’000 per conference in Switzerland and up to CHF 30’000 per conference in China. In general it is expected that the travelers should pay for the costs of their own travel and the hosts will cover local costs. Exceptions can be made for plenary speakers. 70% of the funding shall be transferred once a satisfactory website has been set up. The remaining 30% (or up to the amount that covers the full costs of the conference; whichever sum that is smaller) will be transferred after the final report (including both financial and scientific parts) has been accepted by the program office.

For Follow-Up Workshops: The maximum budget is CHF 15’000. The visitors should pay for the costs of their own travel and the hosts will cover local costs. Applicants are encouraged to seek supplemental financial support from the Swiss National Science Foundation (International Exploratory Workshop). 90% of the funding will be transferred upon the final program has been submitted to the Leading House. The final 10% (or up to the amount that covers the full costs of the conference; whichever sum that is smaller) will be transferred after the final report (including both financial and scientific parts) has been accepted by the program office.

Report forms may be downloaded separately at a later time.

**Format**

For Stepping Stone Symposia:

It is expected that a roundtable discussion should be an integrated part of the conference; this shall generate directions for future conference in the partner country (different from where the first conference takes place) and/or follow-up recommendation for future collaboration.

**Selection Criteria**

The selection criteria for Stepping Stone Symposia are:

1. People who initiate a symposium have to demonstrate their ability to broadly encourage participation of Swiss and Chinese colleagues and have good standing in the community;
2. People who initiate a symposium have to elaborate clear benefits and/or need for Sino-Swiss collaboration in the proposed fields of discipline, and how it would promote innovation.

The selection criteria for Follow-Up Workshops are:

1. Clear elaboration of specific scientific or technical questions to be discussed;
2. Clear elaboration of the selection criteria of workshop participants and their scientific qualification;
3. Clear demonstration of willingness to collaborate in the future.

1: The Leading House reserves the right to reallocate the budgets based on demands.

**Application Instruction**

This application form is meant to be submitted by the Swiss main applicant.

Since there is no annual deadline for the application, the applicants are encouraged to sketch out a symposium outline and discuss with either the Leading House (LH) or the Associated Leading House (ALH).

**Part 1: General information**

|  |  |
| --- | --- |
| Proposed topics of the symposium: |  |
| Intended symposium dates: |  |
| Intended symposium location: |  |
| Swiss Main Applicant:  (name and academic affiliation, please attach a copy of CV separately) |  |
| Swiss Co-Applicant 1:  (name and academic affiliation, please attach a copy CV separately) |  |
| Swiss Co-Applicant 2:  (name and academic affiliation, please attach a copy of CV separately) |  |
| Chinese Co-organizer, if any:  (name and academic affiliation, please attach a copy of CV separately) |  |

The Swiss applicants shall be the same as the symposium organizers that are responsible for the scientific content and the actual management of the symposium. If a separate symposium manager is appointed, please include his/her CV as well. Please add additional lines if necessary.

Signature of Swiss applicants:

|  |  |
| --- | --- |
| Place, Date | Swiss Main Applicant |
| Place, Date | Swiss Co-Applicant 1 |
| Place, Date | Swiss Co-Applicant 2 |

(Please add additional lines if necessary.)

**Part 2: Description of the Proposed Symposium**

(3 pages maximum, excluding CVs):

1. Please briefly describe the reasons for the symposium: the need, the benefit, the potential for synergy, and potential support (either scientific or financial) from industry.
2. Who shall be the intended Chinese participants? Would you need the assistance, for example, from the swissnex China or the Leading House/Associated Leading House , to identify suitable Chinese participants?
3. Intended speakers for the symposium: both Chinese and Swiss (please include their individual institutional affiliation and the areas of their research interest)

After receiving the application, the LH and ALH may contact the Swiss main applicant for further information and discussion.

**Submission**

Please send your application (both electronically and per post) to

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