Criteria for Teaching Stay Grant

1. Objective
ETH Global promotes teaching activities of ETH scientists or ETH emeriti at partner institutions in developing countries.

A maximum of CHF 5'000 can be granted per proposal.

2. Eligibility
All lecturers of ETH Zurich as well as emeriti are eligible to apply. Preference is given to teaching stays involving institutions with which the ETH Zurich has a long-term cooperation. The applicants have to fulfill the following requirements:

2.1. ETH scientists
• Invitation from a partner university of ETH Zurich.
• Teaching assignment at ETH Zurich.

2.2. ETH emeriti
• No longer than 5 years retired.
• Still active relation with ETH Zurich.
• Teaching stay at a partner institution to which an active link (e.g. through ETH scientists) exists and which can be continued independently of the emeritus.
• Invitation from a partner university of ETH Zurich.

3. Application
The application of maximum 5 pages must include a project description and a budget. There are three application deadlines per year: 31 March, 31 August and 30 November. The application has to be submitted in electronic form to Patricia Heuberger (patricia.heuberger@si.ethz.ch).

The application must comprise the following information:

3.1. Project outline
• Short description of the purpose, content and relevance of the teaching activity, pointing out the added value provided to the beneficiaries.
• Explanation of how the teaching activity fits into the curriculum of the guest university and how it is accredited.
• Invitation letter.
• CV of the applicant (in the annex).

3.2. Budget
• Maximum of CHF 5’000.
• Detailed statement of the funds required and all funding sources.
• Presentation of the applicant’s and partners’ contribution to the costs (financial and/or in-kind).
4. **Reporting**
After the completion of the project, the applicant has to submit two final reports to ETH Global:

4.1. **Technical report**
One page describing the course attendance and feedback, lessons learned, problems encountered and planned follow-up activities (with a focus on individual and institutional capacity development).

4.2. **Financial report**
All expenses have to be listed and documented with receipts.

5. **Selection procedure**
The proposals will be evaluated by the ETH Global Research for Development (R4D) committee.

6. **Application Deadlines**
There are three application deadlines per year:
31 March, 31 August, 30 November.