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| Research and Transfer Service |
| Application form  Open Science and Open Research Data projects |

To be sent with all required attachments to [igor.sarman@usi.ch](mailto:igor.sarman@usi.ch) by **01.07.2024**

# Personal data

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| --- | --- |
| Name of the applicant: |  |
| Academic title: |  |
| Current affiliation (faculty, institute), and position: |  |
| E-mail of the applicant: |  |

Further comments:

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# Project details

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| Project title and acronym: |  | | |
| Duration (months): |  | Starting date  (earliest 01.11.2024): |  |
| Total of requested funds: | CHF | | |

Further comments:

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# Collaborations

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| Name | Institution | Description of collaboration |
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# Project category

Please indicate which category applies to your project (multiple choices are possible):

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| Training activities dedicated to OS and ORD, in particular aimed for doctoral students |  |
| Awareness raising events, presentation of instruments and/or platform dedicated to OS and ORD (open scientific collaboration, data repositories, etc.) |  |
| Participation to national and international initiatives in the OS and ORD field |  |
| Creation of national and international networks that intend to promote and develop innovative practices and standards |  |
| Exploration of practices aimed for the standardized drafting of metadata in the discipline of interest and/or for the generation of databases that guarantee high levels of interoperability (for a correct application of the FAIR principles) |  |
| Consideration of practices to develop citizen science (USI “third mandate”) |  |
| Development of new systems to foster communication and dissemination of research products (science blog, open labnotes, etc.) |  |
| Development of new data management platforms and/or data repositories dedicated to specific disciplines and fields of study |  |
| Consideration of legal and ethical issues in the field of OS and ORD |  |
| Seed money aimed for preparatory projects for larger initiatives to be financed nationally and internationally |  |
| Other (please specify here): |  |

# Project summary

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(max. 1’500 characters, spaces included)

# Attachments

* Curriculum vitae (max. 2 pages per applicant)
* Project description (including project timeline and details on requested funds - max. 8 pages, see detailed instructions in the following page)
* Requested budget (use the appropriate Excel form available [online](https://www.usi.ch/it/universita/info/srit/funding-opportunities/call-projects-open-science-open-research-data))
* Other attachments (specify here the name of other attachments, if any):

**Instructions for the scientific description**

The scientific description must not exceed 8 pages A4 paper size and 35'000 characters (with spaces).

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| --- | --- |
| **1. Summary** | In the summary (maximum 1500 characters, spaces included), present the background and rationale of the project, list its overall objectives and specific aims, mention the methods to be used, and briefly discuss the expected results and their impact for the field. |
| **2. Background and motivation** | |
| **2.1 Current state in the field** | Describe your project and the activities you plan to undertake in the context of the current state in the field of OS/ORD you refer to. In particular:   * make reference to the most important competences and resources (best practices, principles, tools, platforms, events, initiatives, communities, etc.) already available; * describe which previous insights provided the starting point and basis for the planned activities; * indicate in which areas intervention is needed and why. |
| **2.2 Personal competences in the field** | Describe your competences and the work you have already undertaken in the relevant OS/ORD field your project refers to. Describe the relevance of these preliminary undertakings for your project. |
| **3. Project plan** | |
| **3.1 Detailed project plan** | Specify the approach you are taking and the concrete objectives that you aim to achieve in the period of funding. The following points should be addressed:   * describe your project design; * describe how your project addresses the relevant gaps in the OS/ORD field you refer to. Make particular reference to current context in USI; * describe the methods and the strategy by which you plan to develop your activities and obtain your objectives; |
| **3.2 Relevance and impact** | Describe the relevant contribution of your project to the OS/ORD practices at USI. Describe how your project will help USI become an active actor in the OS/ORD field you refer to. Mention the form in which you wish to communicate and promote your outputs. Indicate whether and to what extent the proposed project will have a broader impact in the field in the medium/long term and what this impact will be. |
| **4. Project management** | |
| **4.1 Timeline, milestones, output and personnel** | Compile a schedule that includes the most important milestones and the output you plan to provide with your project. This plan should also indicate the main tasks with which the persons funded in the project are to be entrusted. |
| **4.2 Project costs** | Present a justification of the requested funds for each category that applies (personnel and other project costs – refer to the Excel budget form that can be found online). |
| **4.3 Sustainability of the project** | Explain how this project is integrated in your current academic activities (research, teaching, participation to a community, etc.). Explain whether you plan to request additional funds for the continuation of the project after the financing will be terminated. Describe how the project will be financially sustainable after the project financing will be terminated. |