

ETH ORD Scheme

Measure 1 - Calls for Field-Specific Actions

Information for ETHZ and EPFL applicants

2nd Explore Call

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 senior scientists.
- Head of a scientific unit (facility/platform/center).

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 Explore 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 Explore 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.
- Subcontracting costs of no more than 20%.
- If an ORD platform¹ is required to be newly developed or extended as part of the project; its operating costs only until the end of the project. Specifically: service fees (include those of ETH Domain services and infrastructure), hardware and software depreciation for the duration of the project, consumables, subscriptions. Purchases of more than 15k CHF must be explained in the proposal.
- Costs for the organisation of conferences and workshops.
- Fees for participating in national and international networks or organisations that contribute to the project's objective.
- 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:

- Salaries of the applicants.
- Any cost of research activities.
- Costs that are already funded by a third party (e.g. by a research grant).
- Costs related to a platform that duplicates features of an existing platform in the ETH Domain or a standard platform in use in the community.
- Operating costs of a pre-existing ORD platform run by the applicants, except when the project aims to significantly develop/enhance it, in which case, only the resulting additional costs for the duration of the project (sustainability principle).

¹ Because of the expected diversity of proposals, a "platform" is understood in a broad sense: any ORD software, database, collection, infrastructure, open lab etc. that serves an existing or intended ORD community