Swiss National Science Foundation

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National Research Council
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Mobility grants for doctoral students working in NCCRs

Version of 1 October 2026

These guidelines are based on the following document:

- Annex_V_Ausfuehrungsreglement_Beitragsreglement_E.pdf (Version: 3.11.2020)

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1 General provisions

1.1 Principle

[1] Doctoral students employed in NCCRs may claim the costs of a single period of stay abroad relating to their doctorate (hereinafter referred to as mobility grants) in accordance with the following provisions.

[2] A mobility grant gives the doctoral students greater flexibility in organising their careers. The SNSF views mobility as an essential element of an academic career.

[3] During the period spent abroad, the grantee will remain matriculated at the Swiss home institution and employed as a doctoral student in the NCCR.

1.2 Duration and location of stay abroad

[1] The mobility grant is awarded once for a period between six and twelve months. The maximum duration of four years for a doctorate funded by the NCCR (Clause 7.3 General implementation regulations for the Funding Regulations) may not be extended by means of a period spent abroad.

[2] The time abroad must be spent at research institutions that add value to the doctorate and the researcher's career.

[3] In addition, the periods of time abroad should serve the aims of the underlying research project.

2 Formal requirements

2.1 Personal requirements

Doctoral students who wish to submit an application for mobility grants must meet the following requirements:

a. They are employed in an NCCR, regardless of the funding source, and are enrolled as doctoral students.

b. They have discussed their planned stay with their supervisor(s) and, if not the same person, from the leader of the individual research project within the NCCR and have received their support for the planned mobility grant from a scientific point of view and the supervisor(s) further guarantee that the doctoral student will remain employed in the NCCR project during the stay abroad.

c. They provide written confirmation from the host institution stating that the doctoral student will be adequately supervised and granted access to the infrastructure.

2.2 Objective requirements

[1] The period spent abroad must take place during the NCCR-funded research project.

[2] The application for a mobility grant must be submitted in electronic form using the special form for NCCRs and must contain all mandatory data and enclosures.

The mandatory enclosures include, in particular:

a. A scientific research plan for the stay abroad that explains the relevance of the planned work for the research project;

b. A detailed budget for the additional costs;

c. Written confirmation from the host institution.

2.3 Submission of applications and deadlines

[1] The application must be written by the doctoral student and discussed with their supervisor(s).

[2] The applications must be submitted to the NCCR management.

[3] The applications must be submitted no later than two months before the start of the period abroad. Clause 1.15 of the General implementation regulations for the Funding Regulations applies accordingly with regard to the timely submission of applications.

[4] Applications for a mobility grant may be submitted at any time during a research project funded by the NCCR. Consequently, applications may be submitted from the day on which the NCCR-funded research project begins and no later than eight months before the end of the NCCR.

3 Evaluation procedure

3.1 Procedure

[1] The applications are evaluated by the NCCR management in accordance with the criteria listed below. The internal rules of the NCCR define which body or committee evaluates the applications.

[2] The applications supported by the NCCR management are submitted to the NCCR unit at the SNSF, which checks if all formal requirements are fulfilled.

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[3] Finally, the SNSF issues the relevant ruling addressed to the applicant, with copy to the NCCR management. The SNSF remits the awarded funds to the NCCR management.

[4] The SNSF has reserved special additional funds for the implementation of the two initiatives “Mobility Grants” and ”Flexibility Grants” in the NCCRs. This arrangement applies until these funds have been

spent. Subsequently, the two initiatives have to be implemented by the NCCRs within the framework of their global SNSF contribution.

3.2 Evaluation criteria

The following evaluation criteria are applied:

a. Conformity of the planned project with the objectives of the dissertation or the research project respectively;

b. Relevance of the stay abroad to the doctoral student's future career.

4 Eligible costs

4.1 Costs

[1] The doctoral students may claim the following costs:

a. travel expenses for the trip to and from the host institution. As a general rule, the cheapest mode of transport should be selected (train, bus, economy class). The travel expenses of accompanying family members (partner, children) will also be paid provided that these members of the doctoral student's family are staying for the full period abroad;

b. costs incurred while abroad (accommodation costs, matriculation and infrastructure fees at higher education institutions abroad, e.g. library fees);

c. a grant for participation in scientific conferences that are relevant to the doctoral student's own research and cannot be financed through the research project.

[2] No research costs may be claimed.

[3] The maximum SNSF grant available for a period of time spent abroad is CHF 20,000. A higher amount may be paid if the doctoral student is accompanied abroad by members of their family (partner, children).

[4] The SNSF may reduce the duration and budget compared with the submitted application.

4.2 Salary

[1] The salary of the doctoral student will continue to be paid based on their employment within the NCCR. Any additional insurance not covered by the employer, but necessary for the stay abroad, is the responsibility of the grantee.

5 Reporting

5.1 Scientific reporting

The scientific reporting shall be done within the scope of the annual progress report of the NCCR. In the chapter on Education & Training the mobility grants are to be summarised in a table:

First name	Last name	Gender	Name of the host institution	Location	Duration

5.2 Financial reporting

[1] Costs are recorded and statements are issued in accordance with the same principles that apply to any annual reporting within an NCCR.

[2] In the reporting tool (NIRA or SNSF-Portal) the approved amount is added to the annual tranche of the source “SNSF funding”. Expenditures are entered in the individual project in which the doctoral student is involved.

[3] All costs must be documented by receipts.

[4] Any unused funds at the end of a mobility grant can be used for other Education & Training measures of the NCCR.

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