

## Proposal Form for Small Projects

*Small proposals (requested funds not exceeding CHF 50,000).*

Submit via [grants.haslerstiftung.ch](https://grants.haslerstiftung.ch), with Grant Type = "Small".

### Project title:

Short but meaningful title

### Start date:

Date

### Duration:

Months

### Total Amount requested:

Amount in Swiss francs (CHF)

A detailed break-down shall be provided as part of attachment. See checklist on page 2 and details on following pages.

### Project Category:

Please select the applicable project category. Refer to our website for more details on eligibility criteria. Depending on the project type, a different set of supporting documents are required. See page 2 for guidance.

Foundational ICT Research

Research on ICT & Society

Applications of ICT

ICT Education

### Institution:

University, faculty, institute, name of institution

### Applicant:

Name, academic degree, position within institution

Full address, contact data (email, phone)

In case the main applicant is not able to act in a legally binding way on behalf of their organisational unit (i.e. is not a professor, is not permanently employed in a scientific position and does not dispose of a budget of his/her own) the backing of the head of the applicant's organisational unit or another person with the relevant powers is mandatory. The funds of the Hasler Foundation are paid out to (the account of) the backer who takes over the responsibility for the correct appropriation of the funds provided. An accompanying letter by the backer to this end is required.

### Backer:

Name, academic degree, position within institution

Full address, contact data (email, phone)

## Conditions of Funding by the Hasler Foundation

In submitting a proposal to the Hasler Foundation the recipients of the funding acknowledge their consent with these Conditions of Funding.

Conditions of funding can be accessed at <https://haslerstiftung.ch/CoF>

## Attachments

The following attachments are required with each application.

- Project description
- Detailed budget
- CV's of all applicants
- Support letters, if applicable
- Additional documents

Refer to the following pages for a detailed description depending on the project category.

## Attachments required for projects in categories “Foundational ICT Research” and “Applications of ICT”

### 1. Project description

- a) Summary (one page)
- b) Detailed project description, including:
  - Explanation of relevance of the project in advancing ICT research/ innovation/ implementation in Switzerland
  - International existing knowledge (SOTA) and identification of gaps
  - Description of project approach including novel ideas, models and methods, role of co-operations and project partners (if applicable)
  - Outline of planned activities, deliverables and time schedule (input & output)
- c) Expected outcomes and impact
  - Detailed description of the expected outcomes and impact going beyond the general support of a research or application domain, such as a planned large scale project (envisioned funding agency or industry-funded, contribution and relevance of the Hasler Project in this context, potential partners)
  - How and when this impact can be measured

### 2. Project budget with breakdown of requested amount

- Detailed breakdown of the requested budget, using the provided template (mandatory): <https://haslerstiftung.ch/budget-template>
- Don't forget to also declare own contributions

### 3. CV's of all applicants

- For research staff and academic team members please adhere to [SNSF's specifications](#)
- For other project partners such as industry, provide a short CV highlighting the most relevant qualifications and recent achievements

### 4. Support letters

- Accompanying letter by backer, if required (see on page 1)
- Other reference or support letters or confirmation letters of project partners

### 5. Additional documents

Please feel free to provide the Hasler Foundation with any other information you consider relevant to your proposal.

## Attachments required for projects in category “Research on ICT & Society”

### 1. Project description

- a) Summary (one page)
- b) Detailed project description, including:
  - Explanation of relevance of the project in understanding the role and impact of ICT on the selected field/subject
  - International existing knowledge (SOTA) and identification of gaps
  - Description of project approach including novel ideas, models and methods, role of co-operations and project partners (if applicable)
  - Outline of planned activities, deliverables and time schedule (input & output)
- c) Expected outcomes and impact
  - Detailed description of the expected outcomes and impact going beyond the general support of a research or application domain, such as a planned large scale project (envisioned funding agency or industry-funded, contribution and relevance of the Hasler Project in this context, potential partners)
  - How and when this impact can be measured

### 2. Project budget with breakdown of requested amount

- Detailed breakdown of the requested budget, using the provided template (mandatory): <https://haslerstiftung.ch/budget-template>
- Don't forget to also declare own contributions

### 3. CV's of all applicants

- For research staff and academic team members please adhere to [SNSF's specifications](#)
- For other project partners such as industry, provide a short CV highlighting the most relevant qualifications and recent achievements

### 4. Support letters

- Accompanying letter by backer, if required (see on page 1)
- Other reference or support letters or confirmation letters of project partners

### 5. Additional documents

Please feel free to provide the Hasler Foundation with any other information you consider relevant to your proposal.

## **Attachments required for ICT Education projects**

### **1. Project description**

- a) Summary (one page)
- b) Detailed project description, including:
  - Explanation of relevance of the project in advancing ICT Education
  - Situation, context & gap analysis outlining the relevance & embedding of this project
  - Description of project approach including applied ideas, approaches, role of co-operations and project partners (if applicable)
  - Outline of planned activities, deliverables and time schedule (input & output)
- c) Expected outcomes and impact
  - Detailed description of the expected outcomes and impact of the project, including description of target groups and potential for national impact
  - How and when this impact can be measured

### **2. Project budget**

- Detailed yearly breakdown of the requested amount with clear allocation of personnel and other cost
- Ensure to also declare own contributions
- Ensure to include social security and other required contributions

### **3. CV's of all applicants**

- For research staff and academic team members please adhere to [SNSF's specifications](#)
- For other project team members and external partners, provide a short CV highlighting the most relevant qualifications and recent achievements

### **4. Support letters, as applicable**

- Accompanying letter by backer, if required (see on page 1)
- Other reference or support letters
- Letter of intent by relevant project partners

### **5. Additional documents**

Please feel free to provide the Hasler Foundation with any other information you consider relevant to your proposal.