



SystemsX.ch

The Swiss Initiative in Systems Biology

Submitting an Application for SystemsX.ch Funds for an Event

As part of its mission, SystemsX.ch aims to support activities relevant to the promotion of Systems Biology. SystemsX.ch is particularly interested in positioning Switzerland as a world leader in the systems approach to biological research. One way to do this is to support educational and networking activities (i.e. conferences and workshops) with a clear Systems Biology agenda. Scientists organizing or participating in the organization of such events are thus eligible to apply for support from SystemsX.ch. Please see the guidelines below on how to

General Rules and Regulations

SystemsX.ch is interested in supporting and promoting events, workshops, or courses in topics relevant to Systems Biology; especially if the SystemsX.ch community is a significant participant or stakeholder. Applications should be submitted to the SystemsX.ch management office (MO) electronically according to the points listed below.

In general, SystemsX.ch should be involved already in the early planning stage (1 year to 9 months prior to the event), but definitely must receive the information and application, at the latest, 6 months prior to the planned event. It would be especially important to discuss the date of the event with the MO, so it can be saved, in order to avoid that SystemsX.ch supports overlapping events. SystemsX.ch would also like to reserve the right to have some input in an event's organization.

Information for submitting an official request:

1. Name of contact person
2. Name and type of event, date, duration, and location of event
3. Relevance of event to Systems Biology/ audience the event is aimed at (students, high profile speakers and participants, international, national, etc)
4. What financial or organizational contribution SystemsX.ch is requested?
5. Outline of schedule (incl. invited lecturers, workshop topics, extracurricular activities etc.)
6. Detailed budget (please note specifically the items in the budget SystemsX.ch would be funding if possible)
7. List of additional funds being received and all organizers involved in the planning of the event

Once the MO has received your request, it will be assessed for clarity and prepared for a vote in either the Scientific Executive Board or the Education Board. You will then be notified as soon as possible about the decision.

If you need any assistance in preparing the documentation or need clarity about its contents, please contact the MO. They are happy to help you prepare your request.