

Checklist for applications

01. Summary

An easy-to-understand **brief project description in German** (max. 1 A4 page) for non-medical specialists on the Board of Trustees

Please use the form "01-Projectnummer.docx", which was e-mailed to you with the project number, and give the following details:

- First name/last name, title, hospital/institute, address
- Required amount per year (see point 4, budget)
- Duration of project
- Title of project

02. Accompanying letter

Address to:

Members of the Board of Trustees of the Jubiläumsstiftung
c/o Swiss Life Ltd, P.O. Box, 8022 Zurich

03. Project description

A **detailed project description** for medical specialists on the Board of Trustees

We require a well-founded, clear and detailed description of the research project; it may also be written in English. In the case of a project submitted to the Swiss National Science Foundation (SNF), you can also send us this project description as well as the respective answer from the SNF in due course.

04. Budget

We expect a detailed funding plan with information on the material required, the amount and the timeframe. Information on the amount required is mandatory. Members of the Board of Trustees decide at a board meeting held in May every year on whether a contribution will be made and, if so, how much. You must state how long the project will last as multi-year projects can be re-submitted.

05. CV

06. Publication list

You can also send us whole publications relating to the project.

07. Reference letter