

# **Scholarships of the Specialization**

## **Commission to support research projects within the framework of continuing education programs**

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### **Goal**

Within the limits of the available funds, the Specialization Commission supports research projects by Assistants in specialization programs at the Vetsuisse Faculty Bern following a competitive call for proposals.

Through this call, candidates are offered the opportunity to write a research proposal and have it reviewed.

Research projects are supported, which are specifically implemented within the framework of the continuing education program (according to publication requirements for admission to the board examination ECVx/ACVx or FVH regulations). A maximum of SFr. 5000.- will be awarded per project (consumables, no purchase of equipment). The Specialization Commission covers research costs directly related to the realization of resident projects, but publication costs or congress visits cannot be taken into account.

### **Application**

Only residents engaged in an official continuing education program at the Vetsuisse Faculty Bern and registered at the Specialization Commission can be considered as applicants.

The application is written by the main applicant (Resident) in English and consists of a project description, a budget and a schedule for the project. The application must meet the usual qualitative standards for scientific project proposals in order to be reviewed.

The project description is structured as follows:

- I. Title, Authors and Abstract** (*first page, abstract max. 250 words*)
- II. Candidate's Letter of Intent** (*second page, max. 1 page*)
- III. Study Proposal** (*max. 5 pages*)
  - a. Introduction and literature review**
  - b. Specific hypothesis and objectives**
  - c. Experimental methods and design**
  - d. Expected results and significance**
  - e. Detailed timeline (incl. manuscript submission and intended journal)**
- IV. Animal Experiment Authorization** (*if indicated*)
- V. Facilities and Equipment**
- VI. References** (*max. 20 references*)
- VII. Budget:** *Detailed budget for the costs to be covered by a Spezko grant and short description of the overall budget with indication of alternative funding sources. Please notice that costs for new equipment, e.g. slit lamp or measurement instruments, cannot be covered by the Spezko grant*
- VIII. Curriculum Vitae** (*max. 1 page*)
  - Character style and size: Arial or Times New Roman, 12
  - Line distance: 1.5
  - Use the given headlines and do not exceed the page limits

### **Confirmation of the project supervisor**

A confirmation by the project supervisor that the awarded funds will be used **exclusively within the framework of the aforementioned project**, for the applicant exclusively **during the residency period**, must be enclosed with the application when submitting.

### **Submission of applications to the Specialization Commission**

The application must be submitted **before the start of the implementation**. Only applications for which an application has been submitted to the Specialization Commission before the start of implementation will be reviewed. The review process takes place once per year. All the applications submitted **by 31 October at the latest** will be reviewed in November.

Applications can be sent at any time and must be sent electronically to the President of the Specialization Commission ([olivier.levionnois@unibe.ch](mailto:olivier.levionnois@unibe.ch)).

### **Assessment**

After review of the applications by the Specialization Commission (if necessary with the involvement of external experts), the applicants will be informed in writing by **15 December** at the latest about the result of the project review and the decision regarding financial support.

Only one project per resident is supported by the Specialization Commission.

### **Report**

A report on the available results of the project must be submitted by the applicant to the Specialisation Committee by **1 March** of the following year at the latest (approx. 14 months after project approval). The Specialisation commission of the vetsuisse faculty should be acknowledged in the publication resulting from the project, which should be communicated immediately after acceptance.

The third-party account holder confirms in writing that the loans have been used in accordance with the project plan and have been used in full for this purpose. Any unused funds must be refunded to the budget of the Specialization Commission.

Bern, November 2024

# Evaluation for Spezko Grant proposals

## Project information

- Name of the Applicant:
- Institute / Unit:
- Supervisor(s):
- Project title:
- Requested budget (max allowed CHF 5000.-):

Reviewer 1:

Reviewer 2:

## Evaluation

### 1. Formal criteria according to the SpezKo Guidelines:

- |  |          |
|--|----------|
| a) Format corresponds to guidelines      | yes / no |
| b) All requested documents are presented | yes / no |
| c) Budget is clear and complete          | yes / no |

If "no" in any item above, describe the issues:

### 2. Overall assessment:

(0: insufficient; 1: sufficient; 2: good)

- |  |           |
|--|-----------|
| a) Quality of writing                    | 0 / 1 / 2 |
| b) Clarity and rigor                     | 0 / 1 / 2 |
| c) Language                              | 0 / 1 / 2 |
| d) Significance / relevance of the study | 0 / 1 / 2 |

Further comments:

### 3. Specific evaluation criteria:

- |  |          |
|--|----------|
| a) Is the background / justification of the study clear?               | yes / no |
| b) Are hypotheses and objectives clearly formulated?                   | yes / no |
| c) Is the study design well explained?                                 | yes / no |
| d) Is the study population (inclusion / exclusion criteria) described? | yes / no |
| e) Is the sample size indicated and justified?                         | yes / no |
| f) Are statistical method indicated?                                   | yes / no |

If "no" in any item above, describe the issues:

#### 4. Feasibility

- |   |                 |
|---|-----------------|
| a) Is the support of supervisor and/or external collaborators guaranteed? | yes / no        |
| b) Is the time schedule realistic?  | yes / no        |
| c) Is additional budget (if required) guaranteed?                         | yes / no        |
| d) Is an approval for animal experimentation (TVB) granted?               | yes / no / n.a. |
| e) Are the required facilities and equipment available?                   | yes / no        |

*If "no" in any item above, describe the issues:*

#### 5. Final evaluation:

- Acceptance without revision
- Minor revision requested
- Major revision requested
- Rejection

#### 6. Further comments: