

Guidelines for child care support during conferences or short research stays

1. Scope

Conferences or short stays at foreign research institutes are important parts of the professional development of young scientists and can aid in advancing their careers and fulfilling their research goals. Conferences offer an opportunity for networking, training in presentation skills, staying current with the latest developments in the research field, providing career opportunities, and last but not least, serve as a source of inspiration. Researchers with young children often require extra-ordinary child care options during conference stays, incurring additional expenses.

2. Description of the child care support during conferences

The NCCR RNA & Disease supports conferences or short research stays of junior scientists by providing funds to cover any increased child care costs incurred. The maximum allowable costs are listed under point 4.

3. Eligibility and Requirements

PhD students and postdocs (both men and women) are entitled to apply to the *Child Care Support during Conferences* measure under the following conditions:

- The applicant is a PhD student or postdoc of an NCCR RNA & Disease member or associate member lab and parent of (a) young child(ren) (up to 12 years).
- The applicant must be the primary caregiver for the child(ren) and provide at least half of the child care responsibilities.
- Child(ren) must receive regular day care and both parents must be employed or studying (maternity leave is considered as employment).
- Support is provided for attending international conferences where the researcher presents his/her own scientific work or for a short research stay.

4. Eligible Costs

The effective child care costs will be reimbursed after the conference attendance/research stay. The maximum eligible costs are:

- CHF 1'000 for international conferences/research stays in Switzerland
- CHF 1'500 for international conferences/research stays within Europe
- CHF 2'500 for international conferences/research stays outside of Europe

Please check whether your institution offers similar funding opportunities and also apply for these (e.g. [Robert Gnehm Grants](#) at ETH, [Occasional financial support](#) at University of Lausanne).

5. Required documents

- Short CV of the applicant
- Application letter that contains the following information:
 - Name and date of birth of the child(ren)
 - Employment of partner
 - Information about how ordinary child care is organized
 - Conferences: Title, place and date of the conference; title and type of conference contribution (oral or poster presentation); confirmation of registration

- Research Stay: Name of institution / supervisor, place and duration of the research stay; invitation for research stay; statement of relevance of the stay for your career
- Information about extra-ordinary child care during conference/research stay including cost estimates
- Written confirmation of the supervisor that he/she supports the conference/research stay

6. Submission of applications and deadlines

- The applications must be compiled by the applicant and submitted as a single pdf file to office@nccr-rna-and-disease.ch.
- Applications can be submitted throughout the year, in advance of the conference or research stay.
- Applicants can only submit one request per year.
- The applications are granted on a first-come-first-served basis given the requirements under point 3 are fulfilled and the application is positively evaluated by the NCCR.
- The NCCR RNA & Disease has reserved special funds for the implementation of the child care support. This arrangement will apply until the reserved funds are depleted.

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