

# Guidelines for the pregnancy and maternity leave compensation

## 1. Scope:

The delays due to lack of project progress during maternity leave have been suggested as one of the causes of mother's loss of competitiveness in science. The NCCR RNA & Disease has reserved funds to cover the salary of one research assistant (hereafter support person) during the last 3 months of pregnancy to ensure appropriate training of the research assistant that will continue the project of the pregnant researcher during the duration of her maternity leave. This scheme will run until funds run out.

## 2. Requirements:

Pregnant PhD students and postdocs employed in a NCCR RNA & Disease or associate laboratory are eligible to apply under the following conditions:

- 2.1. Is employed in a NCCR RNA & Disease or associate laboratory with a work-time percentage of at least 80% at the time of application.
- 2.2. The grantee's supervisor attest s/he will use the freed funds released through the maternity benefits (Erwerbsersatzgesetz) to cover the salary costs of the support person during the grantee's maternity leave (for a minimum of 98 days). During this period, the support person will continue the grantee's project.

## 3. Required Documents:

- 3.1. Proof of pregnancy and expected date of birth
- 3.2. CV
- 3.3. Motivation letter: Must contain a brief discussion of the project and the applicants role; the expected benefits of the support measure both for the project and the applicants career; brief description of the support person's tasks during maternity leave and how this person is going to be trained.
- 3.4. Indicate number of months of employment of the support person during the end of the pregnancy (max 3 months) and work-time percentage of the support person (up to 100%). Please indicate the annual gross salary including social benefits for the support person applied for.
- 3.5. Letter of support from the applicant's supervisor and confirmation that the support person applied for will be engaged to work on the applicant's project as delineated under 2.2.

## 4. Submission of applications and deadlines:

- 4.1. The applications must be compiled by the PhD students/postdocs themselves and subsequently submitted together with the supervisor as single pdf file to [office@nccr-rna-and-disease.ch](mailto:office@nccr-rna-and-disease.ch). Please use the annex for the structure of the application.
- 4.2. Applications may be submitted at any time.
- 4.3. The applications are granted on a first come first serve basis given the requirements under 2.1 and 2.2 are fulfilled.
- 4.4. The NCCR RNA & Disease has reserved special funds for the implementation of the pregnancy and maternity leave compensation. This arrangement will apply until these funds have run out.

## **5. Eligible costs:**

- 5.1. The NCCR RNA & Disease covers the salary of a support person during the last three months of a grantee's pregnancy up to a 100% of work-time percentage but maximum CHF 20'000.- per grant issued.
- 5.2. No research costs may be claimed within the scope of the pregnancy and maternity leave compensation.

## **6. Reporting:**

Within three months after the official maternity leave (98 days after the birth of the child), the grantee and the supervisor submit a written report (1-2 pages) stating the advancement of the project and the benefits of the pregnancy and maternity leave compensation with regards to the project and the grantee's career to [office@nccr-rna-and-disease.ch](mailto:office@nccr-rna-and-disease.ch).

June, 2016.