Division higher education policy
Roadmap for Research Infrastructures 2027: swissuniversities' internal process
Working Document: Version 1.2, 25.03.2025

swissuniversities

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2027 Swiss Roadmap for Research Infrastructures
Specification document to swissuniversities' internal process

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Purpose and status of this document

The purpose of this specification document is to supplement the Process coordination guide of the State Secretariat for Education, Research and Innovation (SERI) for Roadmap 2027 by providing detailed information to the swissuniversities-internal process. The following specifications outline the procedures for collecting and further processing project ideas and 'two-page proposals' at swissuniversities.

The specification document is publicly available on the website of swissuniversities. If the ongoing process for 2027 Roadmap makes it necessary, the document will be adjusted accordingly, and an updated version will be published. The Higher Education Institutions (HEIs) will be informed about news and changes via swissuniversities' website and official communication to the offices of the vice presidents for research if applicable.

Responsibility for Internal Steps at the Higher Education Institutions

According to the established process, information about the internal steps at the higher education institutions (HEIs) is provided by the responsible offices at the respective institutions. Members of HEIs are asked to contact the departments responsible within their institutions for questions on the internal procedure: www.swissuniversities.ch/roadmap
Universities / Universities of Applied Sciences / Universities of Teacher Education

Information for projects of the ETH Domain

The ETH Board is the responsible body for research infrastructure projects in the lead of institutions of the ETH Domain. The ETH Board takes its decisions according to its established internal process and in line with SERI's guidelines.

Information on swissuniversities-internal Process, Governance, and Selection Criteria

Information about the swissuniversities-internal Process, Governance, and Selection Criteria can be found here: www.swissuniversities.ch/roadmap

Templates for project ideas and 'two-page proposals'

Researchers must complete a template for each of Phases A and B:

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- The template for project ideas which will be processed during Phase A Coordination is accessible in the Download section at: www.swissuniversities.ch/roadmap
- The template for the 'two-page proposals' and the appendix 'Cost estimate and financing scheme itemised by main institution and participating/other institutions' which will be processed during Phase B Coordination are accessible in the Download section at: www.swissuniversities.ch/roadmap

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Further Notes for researchers on collecting and processing of project ideas and 'two-page proposals'

The General Secretariat of swissuniversities (GS) provides a SWITCHdrive folder for the vice presidents for research to submit the completed forms for project ideas (by 2 March 2025) and 'two-page proposals' (by 5 May 2025).

After the GS compiles an overview list of the project ideas (by 5 March 2025) and the 'two-page proposals' (by 12 May 2025), it shares these together with the completed forms of the project ideas and 'two-page proposals' via SWITCHdrive with the vice presidents for research (VPsRES).

The General Secretariat of swissuniversities (GS) does not provide information on how the internal processes of HEIs are organized.

Further Notes for researchers on open use of project ideas and 'two-page proposals'

For the means of coordination and prioritisation in Phases A and B, it is necessary to share the project ideas and 'two-page proposals' with the working group of the VPsRES and the relevant swissuniversities bodies (Chamber of universities and Board). Researchers are aware of that their project ideas will be shared. This also applies to project applications submitted to the SNSF and to the review results.

Timetable and Deadlines (tentative)

End of 2024	General Secretariat of swissuniversities (GS) provides information on contact persons at HEIs, selection criteria, governance, and process; vice presidents for research inform their institutions about the process.
02 March 2025	Vice presidents submit project ideas to GS via SWITCHdrive
05 March 2025	GS shares project ideas along with an overview project list with the vice presidents for research (VPsRES) via SWITCHdrive.
March 2025	Phase A Coordination: Initial discussion – Vice presidents exchange bilaterally / trilaterally for coordination regarding the project ideas.
May 2025	'Initial commitment': After the researchers have submitted the 'two-page proposals', the vice presidents clarify a possible 'initial commitment' with the Rectorate/President's Board.
05 May 2025	Vice presidents submit 'two-page proposals' to GS via SWITCHdrive.
12 May 2025	GS shares 'two-page proposals' along with an overview project list with VPsRES via SWITCHdrive.
21 May 2025	Phase B Prioritisation: Discussion/meeting – VPsRES prioritise/rate 'two-page proposals'.
September 2025	swissuniversities 'first selection' of projects.

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15.10.2025 until 23.01.2026	In agreement with their vice president(s) for research/and or according to the process of the HEI, the researchers responsible for the selected projects submit project applications to the Swiss National Science Foundation (SNSF).
February 2026 – August 2026	Scientific review done by the SNSF.
Mid 2026	GS shares SNSF review results with VPsRES via SWITCHdrive.
Second half of 2026	'Binding commitment': Following the SNSF review, a 'binding financial commitment' must be issued by the Rectorate/President's Board prior to the VPsRES' meeting. On this basis, the responsible swissuniversities bodies decide upon the projects for the 2027 Roadmap. What is considered to be a 'binding commitment' will be negotiated amongst VPsRES and/or rectors.
Second half of 2026	Phase C Pre Selection: Discussion/meeting – VPsRES pre-select projects on the basis of the SNSF review's result report and the internal selection criteria.
Until end of 2027	swissuniversities 'selects' projects for RM27 Report on the basis of the financial feasibility assessment in consultation with the responsible HEIs.