



Guidelines to submit applications for New Research Formats Grant (annual)

Who can apply?

Members and associated members of the LZZ employed by or researching at the UZH, as well as, associate members of the LZZ, employed by or affiliated to a Swiss university. Priority will be given to early stage and junior researchers (PhD students, postdocs, and researchers affiliated to the UZH).

Each member can only submit one proposal per year.

For what purpose?

This New Research Formats Grant is aimed to foster research projects through the integration of new research formats or media, such as audiovisual or digital, but not limited to them.

Topics should have a clear focus on Latin America, but do not need to be restricted exclusively to the region. Interdisciplinary approaches are encouraged.

For what amount of money?

Funding can be claimed for a maximum of CHF 1'500.

Only one or two proposals will be granted, subject to available funding.

What may the grant cover?

This New Research Formats Grant is intended to support researchers with a one-time payment that will help them cover some of the costs incurred during the creation of new formats or media within their current research projects.

The grant may cover costs such as: design, editing, tech consultancy, equipment, and translations.

How to apply?

The proposal should be sent as a PDF file, including:

- Title of the project, date of submission
- Researcher or researchers (name, institutional affiliation, contact details)
- Partners, co-sponsors and/or institutions co-supporting, if any
- Description of the research project and of the envisaged new formats/media (max. 800 words)
- Why is the production of the new formats relevant for the research project?
- Impact: What impact would the pieces or new formats have and for whom?
- Work schedule (max. 12 months)



- Detailed budget and planned use of the New Research Formats Grant, including total amount requested to the LZZ

Only complete proposals submitted by email to the coordinator will be considered. Languages: English, Spanish, Portuguese, German.

When to apply?

Deadline for submission: September 1st of the current year.

Expected announcement of results by the end of October of the current year.

Evaluation process:

All complete proposals will be reviewed by members of the LZZ Steering Committee and guest external evaluators –if necessary–, who will decide funding or not.

The suitability of the proposals will be based on the relevance of the project within the objectives and philosophy of the LZZ, its quality and feasibility, and its interdisciplinary approach.

Decisions are final, and will be communicated by email as soon as the steering committee approves it (usually within a few weeks after proposal has been received).

Disclaimer: The number of grants the LZZ can support per year is limited. The LZZ reserves the right to reject proposals or to approve only a part of the requested amount of money.

Once a project is granted the New Research Formats Grant:

The LZZ should not be a mere source of money. It rather promotes the idea of building up constructive collaborations with researchers. According to our personnel and time resources, the LZZ is willing to engage in the project as co-coordinator.

These conditions apply:

- The LZZ must be mentioned as funding institution in all written, visual and spoken communications or outcomes. The UZH logo and mention of Lateinamerika-Zentrum Zürich must be visible in all graphic/audiovisual materials, and across all platforms.
- The applicants are responsible to share all information and materials about the project with the LZZ.
- Changes in the project, budget or work schedule, before or throughout its development, have to be communicated to the LZZ.
- The results must be presented in an event organized or supported by LZZ no later than one year after the awarding of the grant.
- A detailed financial report and all receipts will have to be sent to the LZZ at least by the end of the first month after the development of the project.



- The resulting audiovisual material must be submitted to the LZZ in order to integrate it into our website and thus promote it through the LZZ. A public presentation will also be made no later than one year after the awarding of the grant.

Please check personally with the coordinator of the LZZ how to manage the granted financial support as well as the communications with the LZZ.

State: May 2024