

RULES GOVERNING THE USE OF THE DATA SCIENCE IMPULSE GRANTS

The Data Science Competence Center (hereinafter: “the CCSD”) is a structure created by the Rectorate of the University of Geneva and administratively attached to the Digital Transformation Office of the University of Geneva. The CCSD's mission is to federate the skills and initiatives of UNIGE in data science, with the aim, through transversality, of promoting the emergence of innovative research and of supporting a critical and informed transformation of scientific culture in the era of big data.

For this purpose, the CCSD has created the Data Science Impulse (hereinafter: “the DSI”) which is a grant that provides seed funding and in-kind support to accompany the maturation or consolidation of a research project led by an interdisciplinary team of UNIGE researchers, and aims to develop an innovative scientific method and / or deepening and shedding light on a research question related to data science and its applications in a particular field according to the CCSD's annual reflection theme.

Article 1 – Principle

1. In order to foster interdisciplinary dialogue and develop innovative methods and research in data science, the CCSD provides to recipients (hereinafter: “the Recipient”) seed funding and in-kind supports (hereinafter: “the Grant”) for the implementation of their project (hereinafter: “the Project”) selected through a call for proposals process within the framework of the DSI.
2. These *Rules governing the Use of the Data Science Impulse Grants* (hereinafter: “the Rules”) aim to define and regulate the use of the Grants and Services awarded by their Recipients.
3. A separate document (hereinafter: “the DSI Guidelines”) sets out the funding schemes, the Grants' description, the open-call and the selection processes and the requirements for the awarding of the Grant.
4. The Grant is awarded only to Recipients which are collaborators of the UNIGE. The Project team shall only include University of Geneva's collaborators.
5. A Grant letter including the Grant conditions is sent to the Recipient by the University of Geneva (hereinafter: “the Grant Letter”). The signature of this Grant Letter by the Recipient shall constitute acceptance of the Grant and these Rules by the Recipient.

Article 2 – Legal effects of an award

1. Following the acceptance of an application, the main applicant becomes the designated official Recipient. He/she represents the other participants of the Project team in their dealings with the CCSD. He/she is fully responsible to the CCSD and shall ensure that the other participants comply with the commitments of these Rules and all applicable commitments deriving from it.
2. Any delegation of the Project implementation to any third-party, in whole or in part, is excluded without prior written authorization of the CCSD.
3. Any transfer of the Grant to any third-party, in whole or in part, is excluded without prior written authorization of the CCSD.
4. The Recipient certifies that all information provided in the application are complete, true and correct. The Recipient shall inform in due time the CCSD of any change of this information.

Article 3 – General Commitments of the Recipient

1. The Recipient shall comply with the Project description and objectives as defined in the application submitted during the call for proposals.
2. The Recipient shall comply with the deadlines set in the Grant Letter on the basis of the application submitted during the call for proposals.
3. The Recipient shall inform the CCSD of any other funding from third-parties obtained for the same Project.
4. The Grant shall be used in accordance with the terms and conditions defined in these Rules and in the DSI Guidelines.

Article 4 Release and management of the Grant

1. The entire Grant is paid upon signature of the Grant Letter on an account opened for this purpose at the University of Geneva.
2. Eligible expenditures are limited to the costs directly related to the Project budget. Payments for salaries, travel expenses (if related to data collection), per diems and other allocations shall be handled according to the rules in force at the University of Geneva.
3. Any negative balance at the end of the Project supported by the DSI must be settled by the Recipients. However, any positive balances must be refunded to the CCSD.

Article 5 Information about the DSI Projects

1. The CCSD shall be entitled to enter, or to arrange for the entry of, the information about the DSI projects (information pertaining to Projects and persons, including the use of photos) into databases, reviews or other publications, accessible to the public. No later than two months following the decision to award the Grant, the Recipient must provide CCSD with a summary of the Project in electronic form; the length of said summary must not exceed two pages. No later than two months after the Project reaches its end, the Recipient must provide to the CCSD a note presenting the main results of the Project and the prospects made possible by the support of the CCSD. The CCSD shall be entitled to display these documents on its website, and to use it, in whole or in part, for any purpose it deems useful.

Article 6 – Duty of Information

1. The Recipient shall communicate to the CCSD all relevant facts related to the Project implementation. In particular, he/she must at all times:
 - Respond to queries and provide all necessary information to the CCSD;
 - Inform the CCSD of any problems that may arise during the implementation of the Project or any circumstances that could change or influence the implementation of the Project and/or the funding.

Article 7 – Compliance with Laws and Good Scientific Practice

1. The Recipient shall comply with all applicable laws including but not limited to ethics and principles of scientific integrity.
2. The Recipient shall use good scientific practice while implementing the Project.
3. In particular, the Recipient shall ensure the good quality of their research data, its complete description, identification, preservation and eventual dissemination. A Data Management Plan

is recommended. Research data that have been selected by the Recipient for dissemination shall be made available as widely as possible.

Article 8 – Reporting

1. Every three months following the launch of the Project, a meeting between the Recipients and the CCSD will be organized to take stock of the scientific activities carried out.
2. The Recipient shall provide to the CCSD intermediate and final reports as specified in the DSI Guidelines.
3. The Recipient must give a detailed accounting with regard to the use of the Grant.
4. The Recipients must permit the CCSD to consult the documents relevant to the use of the Grant and must provide it with the information it requests.

Article 9 – Results of the Project

1. The intellectual property rights related to the results arising from the Project (hereinafter: “the Results”) are owned according to applicable regulations.

Article 10 – Publication and Accessibility of the Results

1. During the implementation of the Project and after its completion, the Recipient shall make available to the public in an appropriate manner the Results obtained with the support of the CCSD.
2. The CCSD may release the Recipient from this obligation should a presentation or publication not be advisable for confidentiality reason, particularly in relation to the acquisition of patents or due to a contractual commitment to observe confidentiality. In that case, the Recipient shall obtain the prior written approval of the CCSD.
3. Any presentation or publication of the Results arising from the Project shall adequately mention the scientific contribution of all participants involved in the implementation of the Project.
4. As mentioned in the DSI Guidelines, the Recipient shall mention the financial support of the CCSD as follows: “This Project has been supported by the Data Science Competence Center of the University of Geneva”, and present the first result of his/her Project during the University of Geneva’s Data Science Days.
5. The Recipient must provide the CCSD with copies of any publications resulting from the Project supported by the DSI. They must also inform the CCSD of other information concerning the practical uses and utility of their research.

Article 11 – Amendment to the Grant decision

1. If the commitments made in the application are no longer met by the Recipient or any participants, if the circumstances on which approval is based have considerably changed or in case of any misuse of the Grant or breaches of the provisions of the DSI Guidelines, the Grant Letter, these Rules, or any other provisions of applicable law by the Recipient, the CCSD may take all the appropriate measures including but not limited to:
 - if the Grant has not been transferred yet, it may suspend, reduce or withhold the Grant;
 - if the Grant has already been transferred, it may suspend, reduce or demand partial or full repayment of the Grant.
2. Prior to taking such measures, the CCSD will hear the Recipient.

Article 12 - Cost-neutral extension

1. The Recipient can place a request with the DSI for the cost-neutral extension of a Grant or Project if the Project has been delayed for unforeseeable reasons and money could therefore not be spent. Such a cost-neutral extension must be applied for in written form.
2. Extension can be granted for a maximum of 6 months in principle.

Article 13 – Governing Law and Place of Jurisdiction

1. These Rules are governed by Swiss Law.
2. The place of jurisdiction is Geneva, Switzerland.

Article 14 – Approval, modification and entry into force of these Rules

1. These Rules were approved by the University of Geneva on 29.09.2020.
2. These Rules will enter into force on 01.10.2020.
3. These Rules are applicable to the selected projects at the time when they enter into force.
4. These Rules may be changed at any time. In that case, the CCSD shall inform the Recipients of current Projects in written form.
5. These Rules are published on the CCSD website.