
CALL FOR PROPOSALS

Avans 18

- Development of second-cycle course programmes

The Knowledge Foundation invites Sweden's university colleges and new universities to apply for funding for developing second-cycle course programmes. The programme aims to strengthen the research-based education and to improve the supply of advanced expertise in important areas of the business sector.

If you have questions about the call, please contact:

Olle Vogel, programme manager
olle.vogel@kks.se 073-712 81 52

Birgitta Olsson, programme administrator
birgitta.olsson@kks.se 073-712 81 12

**We require your application
no later than 3 p.m. (15:00)
on 24 January 2019**

For Technical support, contact:
info@kks.se

Contents

About the Knowledge Foundation	3
Background of the programme	3
Purpose and objective of the programme	3
Who may apply?	4
How should the funds be used?	4
University involvement	5
Business sector involvement	5
Formal requirements	5
Evaluation	6
Evaluation criteria	6
Application	7
Timetable and decisions	9

About the Knowledge Foundation

The Knowledge Foundation finances research and competence development at Sweden's university colleges and new universities¹ with the purpose of strengthening Sweden's competitiveness. We provide funding when research is conducted in collaboration between academic researchers and business sector partners. The aim is to build strong and profiled knowledge environments that co-produce research and education with the business sector.

The Knowledge Foundation will therefore also evaluate whether project proposals will contribute to the establishment of such integrated research and education environments.

Background of the programme

Through second-cycle courses in collaboration with the business sector, the research areas at universities can be linked to areas important to business sector needs. Such education is of strategic importance for the establishment and further development of business-oriented research and education environments and for the supply of expertise in the business sector.

Purpose and objective of the programme

The programme aims to strengthen the research-based education at the university colleges and new universities and also to improve the supply of advanced expertise in important areas of the business sector. The programme should also contribute towards developing and strengthening the university's position nationally and internationally regarding second-cycle courses. The programme also offers a special opportunity for universities and companies to develop relationships for deeper collaboration in other types of programmes.

The objective is to develop second-cycle courses and study programmes in important areas for universities and the Swedish business sector. This should

¹ Blekinge Institute of Technology, Swedish Defence University, The Swedish School of Sport and Health Sciences, Dalarna University, University of Borås, University of Gävle, University of Halmstad, Jönköping University, Kristianstad University, University of Skövde, University West, Karlstad University, Konstfack University College of Arts, Crafts and Design, Linnaeus University, Malmö University, Mid Sweden University, Mälardalen University, Royal Institute of Art, Royal College of Music, Stockholm University of the Arts, Södertörn University and Örebro University.

also contribute towards stronger integration of research and education at the universities.

Who may apply?

The call for proposals is intended for Sweden's university colleges and new universities. The applicant, i.e. the project manager, has a responsibility for the second-cycle courses at new universities. The applicant organisation must be a university with the right to award master degrees (or higher) for the subject area addressed by the application.

How should the funds be used?

The funds should be used for development of second-cycle course programmes. This includes master's (equivalent) programmes or may involve new specialisations in education (1 or 2 year programmes) resulting in a professional degree. The planned study programme must have a clearly specified objective and be in line with the research and education strategy of the university. The Knowledge Foundation's funds may not be used for course implementation and operation.

The planned programme can be based on development of new courses as well as further development of relevant pre-existing courses. However, the total renewal of the course programme must be substantial. The project plan must specify the types of development work that will be done. The current research and education environment must be positioned to collaborate with companies.

The study programme should be part of the university's regular course offering and should be evaluated for quality and approved by the university's decision-making body. The application must include a statement from the university's decision-making body about the intent to develop the new study programme.

In addition to the current research and education environment at the university, companies, and possibly trade associations (or equivalent), must participate in the development process to ensure relevance for the business sector. The participating companies/organisations are responsible for their own contributions to the development process.

Maximum funding from the Knowledge Foundation is 2 million SEK, and the project may not exceed 2 years.

Budgeting of funds must be in accordance with the instructions presented in the document *Guidelines on Approved Expenditures*, see www.kks.se.

The funds applied for should not include overhead. This will be calculated and included in the proposed contract upon approval of the application.

University involvement

To achieve sustainable activity, the engagement of the applicant university is of critical importance. Hence, the university is expected to contribute its own resources in the development process. These must be presented in the project plan and budget appendices.

Business sector involvement

The development process requires that companies in the target group, and possibly trade associations (or equivalent), be sufficiently engaged to assure relevance for the business target group. If there are significant deficiencies in the company's commitment the application can not be considered to be in line with the call's purpose and objective and will thus be rejected. The companies/trade associations (equivalent) must be responsible for their own input into the development process, e.g. participation in workshops, which must be presented in the project description. How the companies plan to participate in future implementation of courses, such as providing project-related activities and/or contributing guest lecturers, must also be presented. Company representatives may also be affiliated with the advisory council/equivalent for the study programmes.

For the Knowledge Foundation's definition of "business sector", see www.kks.se.

Formal requirements

An application must meet the following requirements before the Knowledge Foundation will consider it for evaluation. If the application does not meet the following requirements, it will be rejected without further evaluation.

- The project must be in line with the purpose and objective of the call.
- The project must address second-cycle study programmes/specialisations in professional education of 1 or 2 years.
- The applicant organisation must have the right to award master's degrees, or higher, for the subject area addressed by the application.

- Applications must include an appendix from the university's decision-making body regarding the intent to develop the new study programme.
- Applications must include a letter of support from the participating companies, which describes their individual reasons for participating and their planned input.
- Maximum funding from the Knowledge Foundation is 2 million SEK.
- Maximum project time is 2 years.
- The earliest starting date for the project: 2019-04-01. The latest starting date for the project: 2019-05-20.
- If any economic or personal links exists between the involved companies, between any company and university or between any company and individual researcher(s), this must be disclosed on the application form. For example, ownership of shares, board memberships, employment/consultant work should be specified.
- Budgeting of funds must be in accordance with the instructions presented in the document *Guidelines on Approved Expenditures*, see www.kks.se.
- The application shall include parts and appendices according to the call instructions.
- The vice-chancellor, project owner and the project manager must sign the application.

Evaluation

The secretariat of the Knowledge Foundation will review the applications to determine if the application complies with the formal requirements. Thereafter an external evaluation panel will conduct an overall evaluation based on the criteria below.

Funding decisions are made by the General AMnager of the Knowledge Foundation, based on recommendations from the external evaluation panel.

No additions or modifications to the application will be approved after submission of the application.

Evaluation criteria

Scientific/artistic quality:

- Is the project clearly linked to the university's research and education strategy?
- How strong is the current research and education environment in the area addressed?
- How clear and adequate is the objective/objectives of the course programme?

Benefits to the business sector:

- How great is the relevance and potential of the educational area regarding the needs for development and expertise in the business sector?
- How much added value has the planned study programme in comparison to programmes with similar content at other universities?

Expected results and effects:

- To which extent does the project contribute towards renewal and profiling of education?
- To which extent is the Project expected to contribute to the development of an integrated research and education environment?
- How well planned is the recruitment of students?
- Is the assessment of the expected number of students reasonable?
- Is the companies' planned involvement in the implementation of the study programme adequately and sufficiently comprehensive?

Implementation:

- Is the project plan adequate in relation to project objectives?
- Is the project plan realistic in relation to available resources?
- Is the university's commitment transparent and reasonable?
- Is company involvement adequate and enough?

Application

Applications are submitted via the Knowledge Foundation's website, www.kks.se.

The application should state who will be project manager. The project manager is responsible for the implementation of the project. The application should also state who within the university is the project owner. The project owner, who should have staff and budget responsibility at a senior level, has the overall responsibility for ensuring proper conditions for implementing and monitoring the project. The project owner may be a department head or another appropriate person, in accordance with the institution's internal organization and delegation.

Signatures from the project manager, the project owner and the vice chancellor are required. The project manager's signature means that she or he is prepared to take responsibility for the described implementation according to stated project plan. The project owner and the vice chancellor assure through their signatures that the university approves the project and will be involved according to the project description.

Applications may be written in either Swedish or English.

The appendices must include the following:

1a) Project host environment (1-2 pages)

Describe the Project host environment, including both research and education, clearly outlining its current situation, its aspirations and the way forward. Prioritize the reporting of projects, results, etc. based on relevance to the current project.

The description should include the following headings (each heading entails both education and research).

- The host environment's overarching profile and focus (max 800 characters).
- Main results of the past few years such as scientific production, collaboration with industry and the number of students at the undergraduate level, advanced level and research level in relevant education programs.
- Personnel composition (number within each employment category).
- Funding (Internal, external and from industry).
- Collaboration partners (academic and non-academic).
- Aspirations and strategy.
- Development needs and challenges.

1b) The Project's contribution to the research and education environment (0,5-1 page)

Describe the value of the proposed enterprise by demonstrating how the Project will support the development of the host environment, in relation to your aspirations within collaborative education and research

2. Project plan (8-10 pages)

Address the evaluation criteria for this call, particularly describing:

- The importance of the educational offering and its potential for the university and the business sector.
- Subject content including description of how depth and progression at advanced level should be achieved, as well as educational and didactic considerations. Describe the added value for the study programme

based on a comparison with similar programmes at other universities – there is no requirement that the educational area should be unique.

- The recruitment of students, admission requirements and the number of students expected
- The results and impact objectives of the study programme
- The needs and the development work that motivates funding.
- Business partner contributions in the project and planned contributions in giving the study programme.
- Planned activities and timetable.
- The evaluation criteria overall.

Based on the plan, it should be possible to evaluate the cost of the activities.

3. Statement from the university’s decision-making body regarding the intent to develop the new study programme.

4. Qualifications, CVs for key individuals (max. 2 pages per person)

Include qualifications in both education and research.

5. Letter of support from participating companies, which indicate their individual needs (max. 1 page per company).

6. Project budget (appendix form, only the Knowledge Foundation’s appendix form can be accepted).

- Costs to be financed by the Knowledge Foundation
- Co-financing from the applicant university

7. Signatures (appendix form) from the university.

Timetable and decisions

- The Knowledge Foundation must receive your application no later than 3 p.m. (15:00) on 2019-01-24.
- All applications will be reviewed for compliance with formal requirements. During September, the General Manager will render a decision on whether an application must be rejected for failing to meet the formal requirements
- The external evaluation panel will submit its final recommendation to the General Manager of the Knowledge Foundation in February-Mars.
- The Knowledge Foundation’s General Manager will render a decision in Mars.