CALL FOR PROPOSALS

Professional Licentiate 19
- Industrial Graduate Schools for expert professionals in the business sector

The Knowledge Foundation invites Sweden’s university colleges and new universities and to apply for funding of a two-year Industrial Graduate School for working professionals. The purpose of the programme is to meet the business sector’s need for research expertise, thereby strengthening the competitiveness of participating companies.

If you have questions about the call, please contact:

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We require your application no later than 3 p.m. (15:00) on 12 September 2019

For technical support, contact:
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Contents

About the Knowledge Foundation 3
Background of the programme 3
Purpose and objective of the programme 3
Programme design 4
Who may apply? 4
How should the funds be used? 5
University involvement 5
Business sector involvement 5
Formal requirements 6
Evaluation 7
  Evaluation criteria 7
Notification of interest 8
Application 8
Timetable and decisions 11
About the Knowledge Foundation

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

Background of the programme

The purpose of the programme is to facilitate two-year postgraduate education for professionals who wish to obtain the necessary education for expert positions in the business sector. The programme is a response to the business sector’s need of experts with research-level qualifications. It will provide the business sector with the opportunity to offer professional education to its employees through a professional licentiate degree. Helping to create more flexible types of education at research level can also enhance cooperation between academia and the business sector.

Purpose and objective of the programme

**Purpose**

The purpose of the programme is to meet the business sector’s needs for research expertise in relevant and well-defined areas via co-produced research training programmes. The purpose of the programme is also to strengthen the university’s research and education environments and to contribute to the positioning of the university. By increasing the mobility of personnel and providing more flexible formats for postgraduate education, the conditions for long-term relationships and collaboration between academia and companies are also strengthened.

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1 Blekinge Institute of Technology, Swedish Defence University, The Swedish School of Sport and Health Sciences GIH, 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.
Objective
The objective of the programme is to develop expertise for the business sector by providing working professionals with the opportunity to gain in-depth expertise in a subject area through a two-year postgraduate education programme resulting in a licentiate degree.

Programme design
The programme is intended for key personnel in the business sector. Postgraduate students must have at least 3 years of work experience, and they must be employed in the business sector. The graduate school is to be implemented in co-production with business partners. Participating companies are to be actively involved and well-integrated into the graduate school’s implementation.

The graduate school is to have a minimum of 4 postgraduate students. The Industrial Graduate School should be implemented as a unified graduate school, and the admission of students must be as consolidated as possible. Admission, registration and examination of postgraduate students should comply with the university’s existing rules. The university and business partners are otherwise to decide jointly on the conditions for the students. Since it is of great importance to support the integration of the students into the academic environment, it is a requirement that students are given the opportunity to spend part of their study period at the university.

The pace of study for the individual postgraduate student will be planned to a minimum of 50 percent. The students are expected to complete their training within the allotted time, i.e. 2-4 years. The project should be planned for a maximum of five years.

Each student must have an advisor from the university and a mentor and/or advisor from the company.

The objectives of the graduate school cannot be achieved unless it builds on, and is integrated with, one or more developed academic environments at the university and operates in close collaboration with other postgraduate education. It is important for a graduate school to have a very clear focus to enable close collaboration between academic and business partners.

Who may apply?
Sweden’s university colleges and new universities authorised to award doctoral degrees in the field addressed by the graduate school are eligible to apply for funding.
A graduate school may be operated in collaboration with other universities. Only doctoral students admitted at universities that are in the Knowledge Foundation’s target group can be financed within this programme.

How should the funds be used?

The Knowledge Foundation contributes to the financing of the graduate school by covering the costs of each postgraduate student who completes a degree with a maximum of SEK 900,000 per student.

The Knowledge Foundation’s funds should be used to finance students and their work in the graduate school and to cover certain operational costs, e.g. management and administrative functions, course development and shared activities within the framework of the graduate school. It is possible to transfer part of the Foundation’s funding to the participating companies to contribute towards covering the salaries of the students. Of the funds requested from the Knowledge Foundation, 25-30% should be used for the operation of the graduate school, and the remaining funds should be used for student salaries, for supervisors, and to cover other direct costs for students.

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

Budgeting of funds must comply with the instructions presented in the document Guidelines on Approved Expenditures (see www.kks.se).

University involvement

Engagement from the applicant university is essential, which is why the Knowledge Foundation requires the university to co-finance the Graduate Schools. This contribution should appear clearly in both project plan and budget.

Business sector involvement

Projects must be co-produced with business partners which means that the academic and business actors, from their respective perspectives, together formulate and address a scientific question. For more about co-production, see www.kks.se.

The business sector’s total commitments of in-kind contributions and/or direct financing should at least match the sum contributed by the Knowledge
Foundation. Contributions by companies may include salary costs for the students. In addition, the in-kind contributions from the company may include e.g. supervision costs, reimbursement for educational contributions to course programmes, and other inputs which are anticipated to be of value for the development of the students and the graduate school.

By “business sector”, the Knowledge Foundation refers primarily to private companies. The concept, however, may include companies under public ownership that are active in competitive markets and where the company finances its operations in the same manner as private companies. This means that public subsidies or fees may not constitute a significant part of the company’s revenues. None of the organisations may be solely administrative enterprises. Primarily they are to produce goods or services. The companies must operate in Sweden to the extent that their input provides value for co-production and they have the potential to integrate the results from co-production into their organisation here.

The application must describe and explain the contributions from the business sector. In companies with fewer than 10 employees or less than SEK 10 million in annual turnover (based on the most recent annual report), the potential for co-production in the project must be very clearly described. If any economic or personal links exist between the involved companies, between any company and university, or between any company and individual researcher, this must be disclosed. The project plan must clearly indicate any personal conflicts of interest, and the individuals’ various roles in the company or university must be fully described.

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 applicant university must be authorised to award postgraduate degrees in the field addressed by the graduate school.
- The business sector’s total commitments of in-kind contributions and/or direct financing must at least match the sum contributed by the Knowledge Foundation.
- Of the funds requested from the Knowledge Foundation, 25-30 % should be used for the operation of the graduate school.
- The application must contain letters of intent from companies to contribute for at least 4 postgraduate students.
- The companies’ participation must be described in the application.
• If any economic or personal links exists between the involved companies, between any company and the university, or between any company and individual researcher(s), this must be disclosed in the application form. For example, ownership of shares, board memberships, and employment/consultant work should be specified.

• Budgeting of funds must comply with the instructions presented in the document *Guidelines on Approved Expenditures* (see [www.kks.se](http://www.kks.se)).

• The earliest starting date for the project: 2020-03-01. The latest starting date for the project: 2020-10-01.

• The application must be signed by the vice-chancellor, the project owner and the project manager.

**Evaluation**

The secretariat of the Knowledge Foundation will review the applications to determine whether they comply with the formal requirements.

International experts will review the scientific quality of the graduate school in question. The Knowledge Foundation’s external evaluation panel will meet representatives of the proposed Graduate School at a hearing. After the meeting the panel will submit its recommendation to the Foundation’s General Manager. Funding decisions are made by the board of the Knowledge Foundation.

The evaluation process does not allow for additional material to be submitted after the deadline for application submissions.

**Evaluation criteria**

**Scientific quality**

• What is the scientific level of the research and education environment at the university within the area that the graduate school is addressing?

• To what extent is the proposed research agenda for the graduate school realistic, clear, and relevant in relation to the state of the art?

**Benefits to the business partners**

• To what extent does the proposed graduate school relate to the needs for development of knowledge in the business sector?

• How well described is the business partners’ reasons for participating?

**Expected results and effects**

• To what extent is the direction and implementation of the graduate school important to the university?

In relation to the building of integrated environments:

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2 If the application concerns artistic research, scientific is replaced by artistic.
• To what extent is the graduate school expected to contribute towards advancement of the research environment?
• To what extent is the graduate school expected to contribute towards advancement of the education environment?
• To what extent is the graduate school expected to promote closer collaboration between the research and education environment and the business sector?

Implementation
• To what extent will participating companies actively contribute to the implementation of the graduate school (e.g. supervising, course development, teaching)?
• Is the management and organisation of the graduate school well described?
• Is the operational plan for the graduate school realistic in relation to available resources?

Notification of interest

A university that plans to apply for funding is advised to contact the programme manager well before the application deadline to discuss the conditions for an application.

Application

Applications are submitted via the 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 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. In this case, the vice-chancellor may be project owner.

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.
Abstract, project plan and CV’s for academic staff should be written in English to enable international peer review.

To facilitate peer recruitment, the applicant is requested to suggest two international experts qualified to evaluate the application. The applicant must assert that suggested experts are free from conflict of interest.

The project’s budget is to be filled in in the application form. Note that the application should not include overhead costs (see above).

The appendices of the application are the following and should be allocated in the following order:

1. **The graduate school’s host academic environment** (not exceeding 2 pages):

   Describe the academic environment, including both research and education so it is clearly outlining its current situation, its aspirations and the way forward: your development needs, strategies and ambitions with regard to research and education in collaboration.

   - Current situation and development needs
   - aspirations and strategy
   - main results of the past few years
   - personnel composition
   - financing
   - collaboration partners (academic and non-academic).

2. **The graduate school’s expected contribution to the research and education environment** (not exceeding 1 page):

   Describe the strategic value of the proposed graduate school by demonstrating how it will support the development of the academic environment in line with your aspirations for collaborative research and education.

3. **Project plan, with the following disposition and headings** (not exceeding 30 pages):

   1. **The focus of the Graduate School and the addressed needs, scientific as well as industry-related**
      1.1. Describe the research field that the graduate school is addressing and the applicant university’s position within the field from a national and international perspective.
      1.2. Describe and motivate the research questions addressed in the project and how these relate to state-of-the-art.
      1.3. Describe the Graduate School’s significance for the university’s development of research and doctoral education.
1.4. Describe the relevance of the Graduate School and its focus to the business sector.

1.5. Describe the participants’ contribution to the project and how these are complementary in terms of competence.

2. Expected results and effects

2.1. Describe the university’s goals for the graduate school, if possible, time-specific and quantitative. The objectives should be based on the following perspectives: the doctoral students; the development of research and education environments and the contribution to scientific development and positioning; co-production; other.

2.2. Describe overarching goals for the business sector.

3. Implementation of the project

Describe the planned activities in the Graduate School, such as recruitment of doctoral students, joint activities, organization of supervision, courses including development of new courses, publication strategy, internationalization strategy. Also describe how the Graduate School will, based on the individual doctoral student projects, identify and address common research questions and results. Include a risk analysis to identify obstacles/pitfalls.

4. Leadership and organization

Describe the leadership and organization of the project: e.g. project management, administrative support and steering group. A majority of the steering group/board (in total 5-7 persons), including the chairman, is to come from the companies and the others from academia. One doctoral student should be included in the steering group/board. Describe the different parties’ roles and responsibilities.

5. Company participation

State which companies are expected to participate in the Graduate School and their roles, contributions and needs.

6. Timetable

Describe the overall timetable for the Graduate School.

7. Planned doctoral student projects

Describe planned doctoral student projects in table format with the following information:

<table>
<thead>
<tr>
<th>Doctoral student (name or NN)</th>
<th>Project</th>
<th>University</th>
<th>Company</th>
<th>Employer</th>
<th>Planned study pace</th>
<th>Environment, Institution, Third cycle subject-area</th>
<th>Progression at start (e.g. lic or equivalent)</th>
<th>Planned degree (lic a/o PhD)</th>
</tr>
</thead>
</table>

8. Project staffing

Describe and motivate the staffing of the project. It should appear how much time key personnel are to participate in the project. The supervision capacity of the Graduate School should also be made clear.
9. Project budget
Describe and motivate the estimated costs in the budget. Work efforts from persons accounted for in the budget should be described. Specify how large part of the budget that is allocated for the operation of the Graduate School. Describe the co-financing from the companies.

4. Qualifications (max 2 pages per person)
CVs from key individuals from both the university (project manager and researchers) and the business partners.

5. Letters of intent
Companies/research institutes that have confirmed their participation in the Graduate School must document this with a letter of intent (LoI). The letter must describe the financial commitment, the company’s input, the role of the Graduate School, and the company’s reasons for participating. The application must include LoIs for at least 4 doctoral students.

6. Signatures from the host university (appendix form)
The application must be signed by the vice-chancellor, the project owner and the project manager. The form for signatures can be downloaded from where you apply, at www.kks.se.

Timetable and decisions

- A university that plans to apply for funding is advised to contact the programme manager well before the application deadline to discuss the conditions for an application.
- The Knowledge Foundation must receive the application no later than 3 p.m. (15:00) on 2019-09-12.
- Applications will be reviewed for compliance with formal requirements. The General Manager of the Knowledge Foundation will determine whether an application should be rejected due to non-compliance with formal requirements no later than 2019-10-01.
- The Knowledge Foundation’s external evaluation panel will after the hearing and evaluation meeting submit its recommendation to the Foundation’s General Manager.
- Funding decisions are made by the board of the Knowledge Foundation and applicants will be notified in December 2019.
- Granted projects may commence after agreement signing, earliest 2020-03-01 and latest at 2020-10-01.