# Welcome to the information meeting!
The meeting will start at 9:00 am

Please mute your microphone.

After the presentation there will be time for questions. Use raise your hand function. We will not answer questions in the chat.

The meeting is **not** recorded.

The presentation will be available at www.ostersjostiftelsen.se after the meeting.

*Participation in this meeting implies that you have accepted the Foundation's Data Privacy Policy.*

# ÖSTERSJÖSTIFTELSEN

THE FOUNDATION FOR BALTIC AND EAST EUROPEAN STUDIES

## ÖSTERSJÖSTIFTELSEN

## The Foundation for Baltic and East European Studies

Please note, this presentation is only an additional material to the instructions for applications.

# Programme

- General information
- Forms of support
- Practical rules
- Assessment process and assessment criteria
- Tips along the way
- Presentation from Södertörn University (grant administrator)
- Time for questions

# The Foundation, some facts

- Founded in 1994 by the Swedish Government

- Supports research, doctoral studies and scientific infrastructure related to the Baltic Sea Region and Eastern Europe at Södertörn University

- Two application types:
1. researchers apply for funding directly to the Foundation,
2. Södertörn University applies for funding

# Overview forms of support 2024

| Form of support | Two- and three-year projects | Postdoctoral projects | Research networks | Conference grants | Publication grants |
|---|---|---|---|---|---|
| Funding for | research | | networking | a conference | a publication |
| Eligible to apply by | an individual researcher or small group of researchers | an individual researcher up to 3 years after a doctorate, PhD student with doctorate before 2025 | a group of researchers, preference: with a great majority coming from outside Sweden | an individual researcher | a former project manager up to 3 years after final reporting |
| Project period | 2 or 3 years | 2 years | 1 year | | |
| Project start | 1 January 2025 | | 1 September 2024 | date of decision | |
| Amount of the grant | max. SEK 2 million per year | salary funding may cover 80-100% of a full-time annual position | max. SEK 150,000 | only costs in connection with a conference | only costs in connection with a publication |
| Grant administrator | Södertörn University | | higher education institution in Sweden | Södertörn University | higher education institution in Sweden |
| Stages in the process | 2 | | 1 | | |

# Two- and three- year projects

*Support for:* conducting a well-defined research task within a limited period, applicants themselves formulate the research problem and decide on the method and implementation

*Eligible to apply:* an individual researcher or a small group of researchers, all the researchers must have obtained doctorates by the date of application

*Project period:* two or three years

*Amount of grant:* a maximum of SEK 2 million a year

*Grant administrator:* Södertörn University

# Postdoctoral projects

*Support for:* conducting a well-defined research task within a limited period
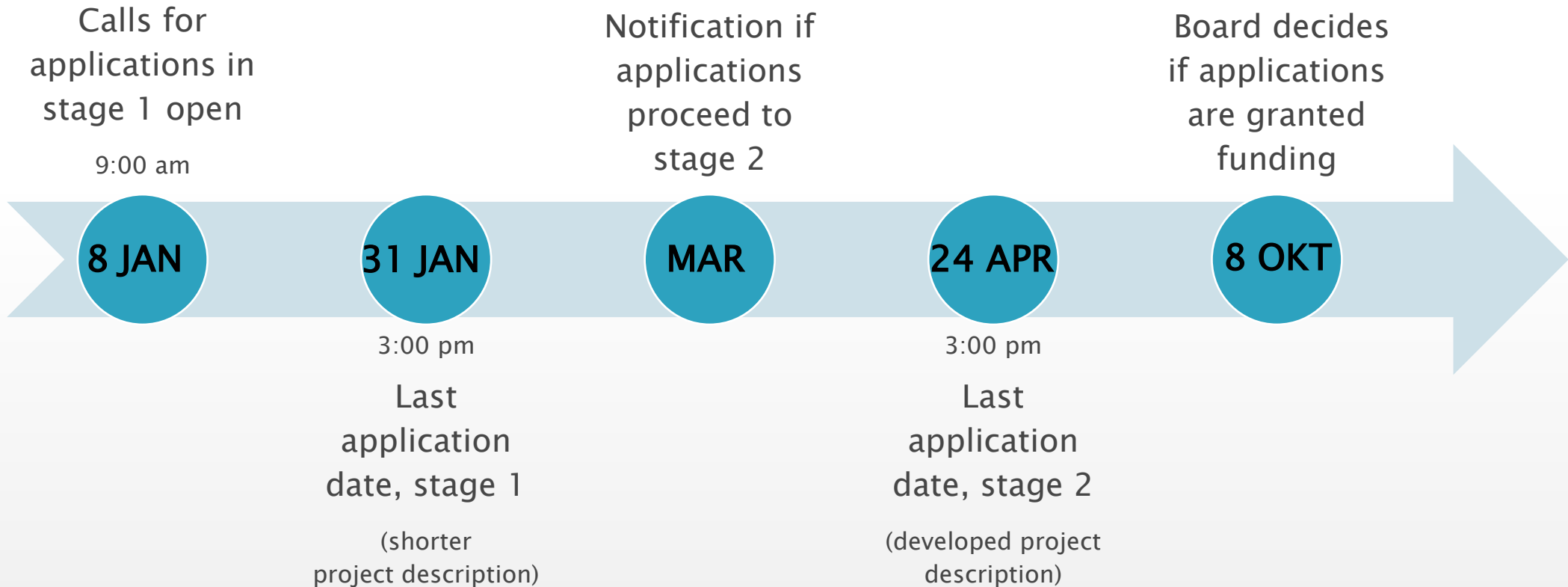
*Eligible to apply:*

- an individual researcher with a doctorate, who may apply up to three years after obtaining it

- a PhD student due to obtain the doctorate before the start of the grant period (not later than 31 December 2024)

*Project period:* two years

*Amount of grant:* salary funding may cover 80–100% of a full-time annual position

*Grant administrator:* Södertörn University

# Key dates two- and three-year projects and postdoctoral projects 2024



Calls for applications in stage 1 open

9:00 am

**8 JAN**

**31 JAN**

3:00 pm

Last application date, stage 1

(shorter project description)

Notification if applications proceed to stage 2

**MAR**

Last application date, stage 2

3:00 pm

**24 APR**

(developed project description)

Board decides if applications are granted funding

**8 OKT**

Start date for the project: 1 Jan 2025
Grant availability period: project period + an extra year of grant availability

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# Research networks

*Support for:*
- creating new networks of researchers or maintaining already established ones
- research initiation
- contribution to future research through academic meetings and contacts that may eventually culminate in applications for research funds
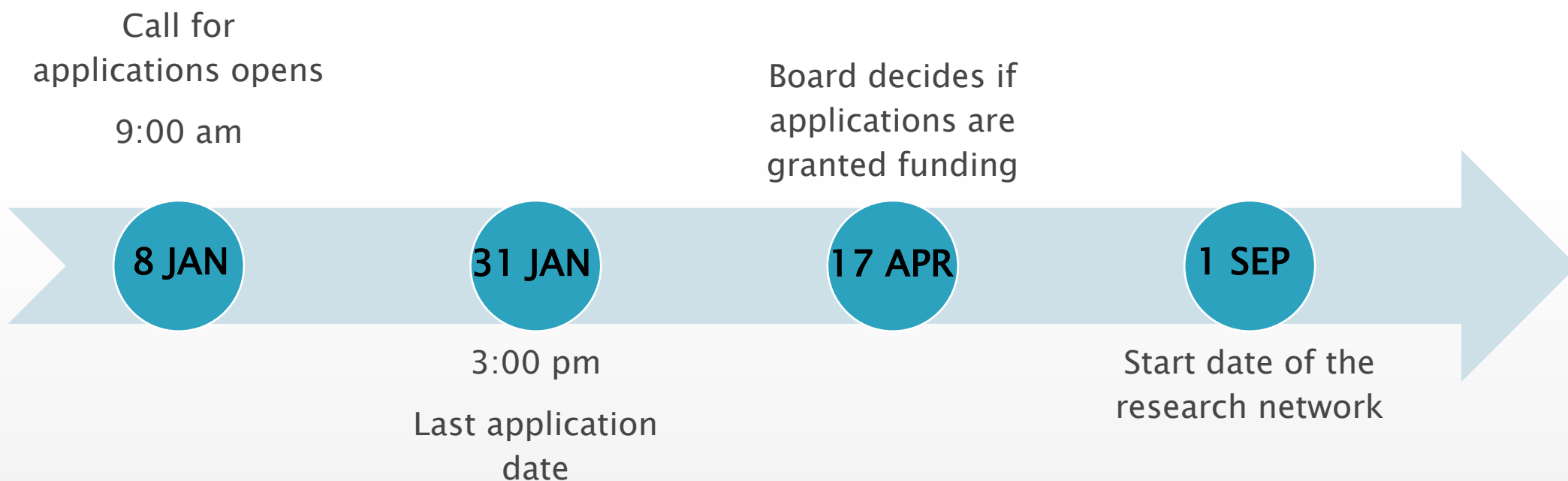
*Eligible to apply:*
- group of researchers
- project manager must be a researcher at a higher education institution in Sweden
- the network must include researchers at Södertörn University
- preference: the majority of participants comes from research environments outside Sweden
- doctoral students may be included

*Project period:*  1 year

*Amount of grant:* Maximum SEK 150,000

*Grant administrator:* Swedish Higher Education Institution

# Key dates research networks 2024

Call for applications opens

9:00 am

**8 JAN**

**31 JAN**

3:00 pm

Last application date

Board decides if applications are granted funding

**17 APR**

**1 SEP**

Start date of the research network

Grant availability period: 1 year

# Conference grants

*Support for:* arranging a conference with clear relevance to the Baltic Sea Region and Eastern Europe

*Purpose:*

- promoting internationalisation and knowledge exchange among Swedish and foreign researchers
- dissemination of research on the Baltic Sea Region and Eastern Europe

*Eligible to apply:* an individual researcher with a doctorate

*Grant availability period:*  1 year

*Amount of grant:* costs of the conference (no salary funding)

*Grant administrator:* Södertörn University

# Publication grants

*Support for:* publishing research results from either a former research project or in connection to an approved conference grant, in both cases with funding from the Foundation
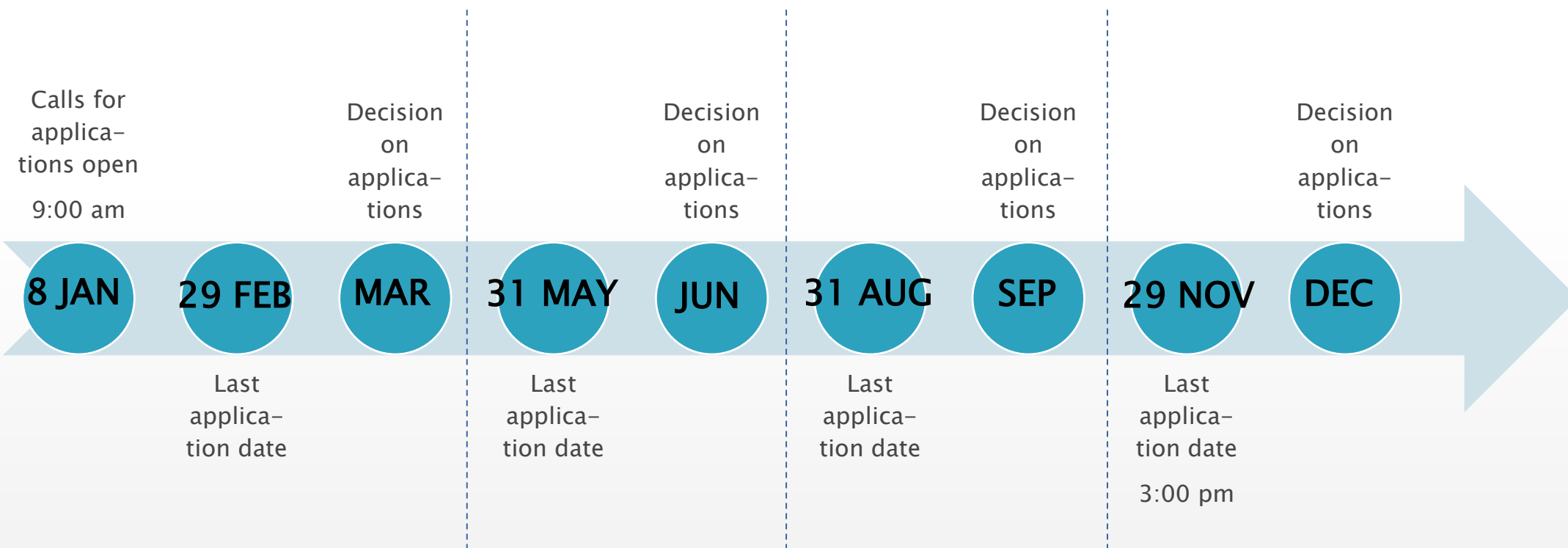
*Eligible to apply:*

- a former project manager for a research project on which the final report has been submitted, up to three years after the project

- a project manager for a conference grant

*Grant availability period:* 1 year

*Amount of grant:* costs of a publication (no salary funding)

*Grant administrator:* Swedish Higher Education Institution

# Key dates conference and publication grants 2024

Calls for applica-tions open 9:00 am

Decision on applica-tions

Decision on applica-tions

Decision on applica-tions

Decision on applica-tions

**8 JAN**    **29 FEB**    **MAR**    **31 MAY**    **JUN**    **31 AUG**    **SEP**    **29 NOV**    **DEC**

Last applica-tion date

Last applica-tion date

Last applica-tion date

Last applica-tion date
3:00 pm

Start date for the project: decision date
Grant availability period: 1 year

# Which grants may be applied for simultaneously?

- A researcher can participate in maximum of one application
- Exceptions: research networks, conference and publication grants

| Can apply also for | Applying for | Two- and three-year project | | Postdoctoral project | Research network | | Conference grant | Publication grant |
|---|---|---|---|---|---|---|---|---|
| | | project manager | participant | project manager | project manager | participant | project manager | project manager |
| Two- and three-year project | project manager | no | no | no | yes | yes | yes | See a. |
| | participant | no | no | no | yes | yes | yes | See a. |
| Postdoctoral project | project manager | no | no | no | yes | yes | yes | See a. |
| Research network | project manager | yes | yes | yes | no | no | yes | See a. |
| | participant | yes | yes | yes | no | no | yes | See a. |
| Conference grant | project manager | yes | yes | yes | yes | yes | yes | See a. |
| Publication grant | project manager | See a. | See a. | See a. | See a. | See a. | See a. | See a. |

a. Publication grants can be applied for only by former project managers for research projects funded by the Foundation. Grants can be applied for up to three years after final reporting of the project. This form of support may also be applied for by project managers awarded conference grants. If these criteria are met, publication grants can be applied for at the same time as other forms of support.

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# What are the rules if a researcher has an ongoing project?

- Project manager for an ongoing research project must submit a final report for the project before applying for a new research project.

- Exceptions: research networks, conference and publication grants

| Ongoing project / Applying for | | Two- and three-year project | | Postdoctoral project | Research network | | Conference grant | Publication grant |
|---|---|---|---|---|---|---|---|---|
| | | project manager | participant | project manager | project manager | participant | project manager | project manager |
| Two- and three-year project | project manager | no | yes | no | yes | yes | yes | See a. |
| | participant | yes | yes | yes | yes | yes | yes | See a. |
| Postdoctoral project | project manager | no | yes | no | yes | yes | yes | See a. |
| Research network | project manager | yes | yes | yes | yes | yes | yes | See a. |
| | participant | yes | yes | yes | yes | yes | yes | See a. |
| Conference grant | project manager | yes | yes | yes | yes | yes | yes | See a. |
| Publication grant | project manager | See a. | See a. | See a. | See a. | See a. | See a. | See a. |

An ongoing project is a project for which no final report has been submitted.

a. Publication grants can be applied for only by former project managers for research projects funded by the Foundation. Grants can be applied for up to three years after final reporting of the project. This form of support may also be applied for by project managers awarded conference grants. If these criteria are met, publication grants can be applied for at the same time as other forms of support.

# Grant administrator

- Applicants may be researchers from or outside Sweden

- Södertörn University must be grant administrator for:

  - Two- and three-year projects
  - Postdoctoral projects
  - Conference grants

- Project manager must be employed at Södertörn University **during the project period**

- Other participants should spend some time at Södertörn University

- HEI in Sweden may be grant administrator for:

  - Research networks (networks must include researchers at Södertörn University)
  - Publication grants (please note the conditions for publication grants)

# Before submitting an application

Contact the head of department at Södertörn University:

– Secure approval for hosting your potential project by the Södertörn University

– Discuss employment conditions and how to engage other project participants, including salary levels

– Discuss budget details

For research networks and publication grants any Swedish HEI may be a grant administrator.

# Signing the application

- Application must be signed by the project manager and grant administrator's authorised representative (usually the head of deapartment)
  - projects and postdocs: in stage 2
  - research networks, conference and publication grants: directly
- New function: E-signature with BankID in the application system
- In case of <u>no BankID</u> a signature form is used instead
- Both parties must sign in the same way

# Budget – research projects
*All the costs must be specified and motivated in the budget commentary.*

## Budget items

- ## Salaries

  - Specify monthly salary and percentage of employment
  - Agreed upon with the grant administrator (head of department)
  - Project manager must have a min. 20% employment in the project
  - For researchers that do not apply for salary funding specify 0 as monthly salary and percentage of work time in the project

- ## Social security contributions (*LKP, lönekostnadspålägg*)

  - Payroll overhead, for project managers automatically added by the application system, for calls in 2024: 58%
  - For project participants must be specified per participant

- ## Overhead costs (indirect costs)

  - Specify percentage per participant, depends on the department that will host the project
  - Overhead costs concern administrative costs for the grant administrator – obligatory to specify

# Budget – research projects

- ## Costs of premises

  - Usually costs of the office at Södertörn University, may include laboratory costs, etc.

- ## Investigation costs

  - E.g. access to archives, suveys, research excursion costs

- ## Costs for conferences and travel

  - Costs related to meetings, smaller workshops and participation in conferences

- ## Other costs

  - Non-research staff (e.g. assistants, translators, technical personnel), ethical review, equipment, etc.

- ## Dissemination of project results

  - Flat-rate automatically added by the application system
  - Covers OA publication, language editing, translation, etc.

Co-funding with other research funders is not allowed.

# Assessment process
## two- and three-year projects and postdoctoral projects

**Stage 1** Applicants send in a short version of their project

Research committee

- Assesses applications (all members read all applications)
- Rejects applications and approves those applications which proceed to stage 2
- All applicants receive general feedback from the research committee

**Stage 2** Applicants send in a developed application

Research committee

- Selects external experts (usually two experts per application are recruited)
- Assesses applications and reviews the external experts' assessments
- Prioritises applications and makes a recommendation to the Board
- The Board makes the decision on applications
- The applicants receive a notification of decision and external experts' assessments

# Assessment criteria
two- and three-year projects and postdoctoral projects

- Scientific quality

- Research relevance for Baltic Sea Region and Eastern Europe

- Relevance to society

# Geographical area

- The research must have relevance to **the Baltic Sea Region and Eastern Europe**

- The 'Baltic Sea Region' is the Baltic Sea itself and the surrounding areas. The 'Eastern Europe' part comprises post–communist Central, South and East Europe.

- *A list of countries is provided on the website.*

# How do we define relevance to the Baltic Sea Region and Eastern Europe

- Not funding research relating exclusively to Sweden or Swedish conditions
- Sweden or countries entirely outside this area may be included in comparative studies
- Research must make a concrete contribution to our knowledge of this area
- The relevance for the area must be motivated by the research problem
- Collaboration with actors from the region is particularly relevant

# Relevance to society

- Practical benefits to the communities or societies under investigation and/or help to solve current problems there

- Alternatively, research that may explain the background to such problems theoretically or empirically

# Some tips along the way (1)

- Clearly define the project aim and formulate one or few research questions

- In the case of larger projects, the overall question must be of high scientific quality, the different parts must support each other

- Choose competence that is needed to adress the research question

- Write for a panel with broad competence

- Clearly articulate and motivate:

- relevance to the Baltic Sea Region and Eastern Europe
- relevance to society from the project

# Some tips along the way (2)

- Position the project in relation to existing research
- In case of comparative studies, justify the choice of case studies clearly
- Clearly present and specify design, material, data collection, method(s) and analysis
- Assess potential risks, limitations and challenges
- Clearly present time schedule and design, clarify project members' functions and competencies
- Costs must be specified and motivated

# Do you have questions?

- www.ostersjostiftelsen.se
- Available in Swedish and English:
  - Overview of forms of support
  - Instructions for applications
  - Questions and answers
  - Information on which funds may be applied for at the same time
  - Description of the criterion 'relevance to the Baltic Sea Region and Eastern Europe' with a list of countries concerned

- Email the secretariat, contacts available on the website