
CALL FOR PROPOSALS

Avans 14

- Development of second-cycle course programmes

The Knowledge Foundation invites Sweden's new higher education institutions (HEIs) to apply for funding of developing second-cycle course programmes. The aim is to renew research integrated education environments at Sweden's new higher education institutions (HEIs) and improve the supply of advanced expertise in the business sector.

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 18 September 2014**

For Technical support, contact:
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About the Knowledge Foundation

The Knowledge Foundation finances research at Sweden's 16 new universities and HEIs¹ for the purpose of strengthening Sweden's competitiveness. We provide funding when research is conducted in collaboration between academic researchers and business sector partners.

Background and motive for the programme

Through second-cycle courses in collaboration with the business sector, the research areas at HEIs 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. Based on the Knowledge Foundation's earlier investments in master's programmes, we found that courses and study programmes associated with strong research environments and companies provided attractive education of high quality and relevance, also from an international perspective.

Purpose and objective

The programme aims to renew research integrated education environments at the new HEIs and improve the supply of advanced expertise in important areas of the business sector. The programme should also contribute towards developing profiles and strengthening the new HEIs nationally and internationally regarding second-cycle courses. The programme also offers a special opportunity for HEIs 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 new HEIs and the Swedish business sector. This should also contribute towards stronger integration of research and educational environments at the HEIs.

¹ Blekinge Institute of Technology, Dalarna University, University of Borås, University of Gävle, University of Halmstad, Jönköping University, Kristianstad University, University of Skövde, University West, Karlstad University, Linnaeus University, Malmö University, Mid Sweden University, Mälardalen University, Södertörn University, Örebro University

Who may apply?

The call for proposals is intended for Sweden's new higher education institutions (HEI). The applicant, i.e. the project manager, has an responsibility for the second-cycle courses at new HEIs.

The applicant organisation must be a new HEI with the right to award master degrees (or higher) for the subject area addressed by the application.

How should the funds be used?

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.

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, e.g. in civil engineering. The planned study programme must have a clearly specified objective and be in line with the research and education strategy of the HEI.

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 Knowledge Foundation's funds may not be used for course implementation and operation.

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

In addition to the current research and education environment at the HEI, 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 SEK 2 million, and the project may not exceed 2 years.

HEI involvement

To achieve sustainable activity, the engagement of the applicant HEI is of critical importance. Hence, the HEI 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. 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 be a new HEI with the right to award master degrees (or higher) for the subject area addressed by the application.
- Applications must include an appendix from the HEI'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 reasons for participating and their planned input.
- Maximum funding from the Knowledge Foundation is SEK 2 million.
- Maximum project time is 2 years.
- The earliest starting date for the project: 2015-01-01. The latest starting date for the project: 2015-03-01.
- If any economic or personal links exists between the involved companies, between any company and HEI, 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 vice-chancellor 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.

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

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

Evaluation criteria

Scientific quality:

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

Benefits to the business sector:

- What is the educational area's relevance and potential regarding the needs for development and expertise in the business sector?
- How important is the planned study programme in comparison to programmes with similar content at other HEIs?

Expected results and effects:

- To what extent does the project contribute towards renewing and profiling the research integrated educational environment?
- How many will join the course programme and where will students be recruited?
- How will companies participate?
- What role and importance will graduates have in the business sector?

Implementation:

- Is the project plan adequate and realistic in relation to available resources?
- To what extent does the HEI contribute with resources to the project?
- Is company involvement adequate and sufficient?

Application

The Knowledge Foundation uses an online application process. Applications are submitted via the Foundation's website, www.kks.se.

To use the online application service, applicants must create a user account or use a pre-existing account with the Knowledge Foundation.

Application documents consist of electronic forms and appendices that can be uploaded online. Special forms must be used for some appendices. The forms can be downloaded from the Foundation's website, www.kks.se, or from the application portal.

Applications may be written in either Swedish or English.

The appendices are as follows:

1. Project plan (max. 12 pages)

Address the evaluation criteria for this call, particularly describing:

- The importance of the educational offering and its potential for the HEI and the business sector.
- Subject content and the reasons for the study programme based on a comparison with similar programmes at other HEIs.
- The challenges and development work that motivates funding.
- Activities of the current research and education environment and the main results from the past 3 to 5 years, and plans for the next 3 to 5 years.
- Business partner contributions in the project and planned contributions in giving the study programme.
- Planned activities and timetable.

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

2. Statement from the HEI's decision-making body regarding the intent to develop the new study programme.
3. Qualifications, CVs for key individuals (max. 2 pages per person)
4. Letter of support from participating companies (max. 1 page per company).
5. Project budget (appendix form, only the Foundation's appendix form can be accepted).
 - Costs to be financed by the Foundation
 - Co-financing from the applicant HEI
6. Signatures (appendix form) from HEI

Timetable and decisions

- The Knowledge Foundation must receive your application no later than 3 p.m. (15:00) on 2014-09-18.
- All application will be reviewed for compliance with formal requirements. During September the CEO 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 CEO of the Knowledge Foundation in November.
- The Knowledge Foundation's CEO will render a decision on financing in November.