

## INSTRUCTIONS TO CALL 2021-C

### Open call to researchers in Sweden to apply for support of a Career Position directed towards Space Research, including Earth Observation Research

#### SCHEDULE

**Release:** Release in Prisma planned for the period 2021 March 26–31.

**Deadline:** Applications must be submitted no later than **2021 May 20 at 14:00**.

**Decision:** Grant decisions are expected before the end of the year 2021.

**Grant types:** 2-year grant supporting a Postdoctoral position  
4-year grant supporting a Research Fellowship  
3+3-year grant supporting a Senior Researcher position

#### PRISMA

The Prisma system (<https://prisma.research.se/>) is used for applications, feed-back and administration of grants. You must have a personal account in order to apply. More information is provided in Appendix GEN. We hope for understanding that we are in a learning phase with the system.

Please note that the Prisma system will automatically prevent registration of your application after the moment of deadline. We therefore **strongly advice** applicants to register applications in good time before the deadline. In this way you get early feed-back from the system on missing information required for registration. The system also allows you to unregister, edit and re-register an application before the deadline. For more information, see: <https://prismasupport.research.se/user-manual/researcher/apply-for-a-grant/register-application.html>

#### QUESTIONS AND CONTACT PERSONS

For questions on this specific call, please contact:

- Vilgot Claesson (08-40 90 77 75, [vilgot.claesson@snsa.se](mailto:vilgot.claesson@snsa.se))
- Per Magnusson (08-40 90 77 92, [per.magnusson@snsa.se](mailto:per.magnusson@snsa.se))
- Bianca Manta (08-40 90 77 76, [bianca.manta@snsa.se](mailto:bianca.manta@snsa.se))

However, please note that for technical questions on Prisma and general questions on SNSA calls contact details are found at the end of Appendix GEN.

## PURPOSE OF THE CALL

With this call, the Swedish National Space Agency (SNSA, *Rymdstyrelsen*) wants to promote good academic career opportunities for excellent researchers who have chosen a research career related to space. Applicants must present a research project which concerns, in a concrete way, work related to data from instrumentation in space (including sounding rockets and high-altitude balloons), preparations for such space activities or research opportunities offered by ESA programmes.

Note that a career grant may support several research activities. However, for simplicity, in these instructions we use the word “project” when referring to all activities within the grant period.

The proposal must include detailed plans (including work packages and milestones, if appropriate) of research activities for the first two years. The research plan for the following years requires less detail. A career plan for the principal applicant must be presented. A letter of support from the hosting department or institute is mandatory. It is recommended that the letter addresses the use of facilities and the career outlook beyond the proposed grant period.

The requirements mentioned above are described in more detail in the sections below. An application must fulfill these requirements to be evaluated for funding.

SNSA plans to award up to approximately four new grants based on this call. The final number of grants will depend on the economic situation, the turnout of the call, and programmatic constraints.

Successful applicants will receive a grant tailored specifically to support a suitable position for the principal applicant at the hosting department/institute, and the grant can't normally be transferred to other staff or hosting organisations.

## TYPES OF CAREER SUPPORT AND AGE CONSTRAINTS

SNSA can fund three types of career support based on this call:

<b>Positions supported</b>	<b>Funding length</b>	<b>Career age</b>
Postdoctoral position	2 years	0–2 years
Research Fellowship	4 years	2–6 years
Senior Researcher position	6 years (3+3)	6–12 years

Below we describe the positions supported, funding length and career age in more detail.

### Positions supported

SNSA has three types of career support, corresponding to three different stages in the typical research career. Please note that SNSA is in no case an employer or responsible for staff at the

administrating organisation (“medelsförvaltaren”). Instead, SNSA career grants are used by the administrating organisation to finance a staff cost (salaries and associated social fees). The name used by the administrating organisation for the supported position does not need to correspond to the SNSA terms. However, the employment length of the principal applicant (person seeking a career position) must be at least the funding length of the research contract. The employment rules of the administrating organisation apply to the involved staff.

Support to a Senior Researcher position (6 years) is intended to help a young researcher to qualify for tenure (“tillsvidareanställning”). Statements to this effect in the letter from the head of department is an asset in your proposal (see section Letters of Support below).

If the rules presented above are at odds with the employment rules used at your research establishment, then please contact SNSA before applying.

### **Funding length**

The number of years given in the table above specify the maximum nominal period of SNSA support at each stage of the career. The support to Senior Researcher positions is planned in the form of a contract for 3 years and a later invitation to a non-competitive prolongation call for a second 3-year period.

Grant holders may participate in teaching, tutoring of doctoral students, and other department duties for up to 20 % of the working time funded by SNSA, which would limit the time on the research project to 80% of the time funded by SNSA.

In the Prisma budget forms you specify costs for full calendar years (January-December), even if your plan is to delay the usage of the funding for up to a maximum of eleven months. Such a planned delay in the usage of the funding should be specified in the enclosure “Justification of Costs”.

### **Career age**

The career age is normally the time from obtaining the PhD degree to the start of the sought employment. You may deduct time spent on the following activities: parental leave, positions of trust in trade union organisations and student organisations, mandatory service in the total defence forces, long-term illness (own reported illness or care of child/close family member), general medical internship (maximum 24 months) or further training/specialist medical internship for clinically active professionals (maximum 24 months). Please note that we do not accept other employment, unemployment or holidays as deductible time. If the fulfilment of these rules is not obvious from the CV information uploaded into the proposal, then please address this issue in a section entitled “Career age” in the enclosure “Previous Research Achievements and Publication List”.

## **MOBILITY SUPPORT**

SNSA promotes experience from working in a different research environment during the early career of scientists. For example, this could be in the form of a Postdoctoral position outside Sweden or a guest researcher visit abroad.

A maximum of two years can be spent at a research establishment outside Sweden while supported by a career grant from SNSA. Such a stay must have the approval of the administrating organisation in Sweden (“medelsförvaltaren”), which remains the employer throughout the supported stay abroad. Thus, for career grants with mobility support the SNSA funding will be transferred in the normal way to the administrating organisation in Sweden, which is responsible for all employment aspects of the work outside Sweden.

SNSA recommends that the career position is planned in such a way that at least 12 months at the end of the career position is spent at the administrating organisation in Sweden (repatriation within the grant period).

Applicants intending to work more than 3 months abroad must include a letter of support from the research establishment abroad (see section Letters of Support below). In addition, address the stay abroad in a section entitled “Mobility support” in the enclosure “Career Plan and Research Project”.

## **WHAT FUNDING CAN BE SOUGHT?**

Within this call it is possible to seek support for:

- Salary for the principal applicant and associated social fees.
- A maximum of 100 kkr/year for other direct costs.
- Indirect costs.

If you want to apply for a career position, but you have research ambitions requiring costs outside the above limitations or a project that also fits Call 2021-R, then it is possible to apply to both Call 2021-C and 2021-R with overlapping project aims and similar science goals. In this case, you may include your own salary in both proposals. For such pairs of proposals, specify clearly the relationship and overlap between the proposals in a section entitled “Overlapping proposals” in enclosure “Justification of Costs” of both proposals. Please also consider using modules to clarify such overlaps.

## ENCLOSURES

A set of enclosures in the form of PDF documents must be uploaded to the Prisma system for inclusion in the application. The minimum font size for bulk text in the enclosures is **12 p**. The required contents of these enclosures are described in the following sections. Each enclosure you write should have a **heading** corresponding to the heading of a section below.

### **Career Plan and Research Project** **(mandatory enclosure)**

Required contents:

- A general summary (copy from the Prisma text field is allowed).
- Career plan and specification of the position sought for the principal applicant.
- Detailed description of the proposed research project. The project must be described with sufficient background information to allow a peer with no prior knowledge of your work to make a good evaluation of the proposal. Schedules, milestones and work packages must be specified for the first two years.
- Description of the principal applicant's connections and collaboration to research projects which are not included in this application.
- Specify clearly how the proposed project is related to current or future space missions (including sounding rockets and balloon flights). Give clear information on how you have or intend to get access to data or be involved in the planning of the space mission.
- If applicable, describe applications of the project and societal benefits (don't include general statements about the value of basic research to society).
- A plan for popular information to the public on the research activities.

It also very important that applicants check that the application includes clear answers to all questions in chapter "CRITERIA FOR EVALUATION".

### **Justification of Costs** **(mandatory enclosure)**

Required contents:

- A detailed specification of anticipated direct project costs for all years in addition to the salary costs (maximum 100 kkr/year). Give the justification for each item. Note that it is not sufficient to merely restate the information given in the Prisma budget tables. You may need to specify cost items at finer granularity in the enclosure than what is possible in the Prisma budget form.
- In case you plan to start using the funding later than January of the first year or if you plan for breaks in the usage or part-time work, then specify these plans in a section entitled "Schedule" in this enclosure.

**Exclude VAT** in the sought amounts.

## **Previous Research Achievements and Publication List** (mandatory enclosure)

Required contents:

- Describe your previous research activities, achievements, scientific results and outreach activities in words. It can supplement more tabular information of your CV.
- A list of your scientific publications.

## **Letters of Support** (mandatory enclosure)

- A letter of support from the head of department / institute at your administrating organisation in Sweden is mandatory. This is recommended to include the career outlook of the applicant beyond the grant period. It may also include specification of facilities and support to be provided to the project and the applicant.
- For applicants planning for more than three months of work outside Sweden, also include a letter of support from the host organisation abroad. This should include a rationale for wanting to welcome the applicant to the research establishment.
- You may include letters from third parties informing about resources and allocations made available to the project. For example, this may address data availability from an international space mission.

## **CRITERIA FOR EVALUATION**

The following evaluation questions are provided to the reviewers in the initial evaluation process:

- Please assess the scientific merits, career outlook, career plan, and the suitability of the principal applicant (“project leader”). Is the applicant well-connected in a research network?
- Please assess the scientific excellence and importance of the proposed project, internationally, nationally and for society, including both pure science and applied science aspects. How does the project relate to similar, on-going or planned projects?
- Please assess the project aim, goals, implementation and project plan (note that the call requires a detailed plan for the first two years, only). Do you find deficiencies? Is the proposed methodology good and the schedule realistic?
- Please assess the justification for utilizing data from space, experiments in space, or the strategic importance of the project for preparing for future space application (e.g. technology or methodology development).
- Please assess the novelty of the project and its potential to renew, develop and promote future national and international research efforts in using space-based or high-altitude equipment.

The final research programme of SNSA will be based on the above criteria, combined with the following:

- cross-disciplinary comparisons of the achievements of the applicants,
- good career opportunities for excellent researchers,
- budgetary constraints,
- gender considerations,
- adequate support from department/institute,
- the extent to which the applicant has delivered mandatory reporting of previous projects funded by SNSA.

## ***APPENDICES***

- **GEN** – General instructions

## **Appendix GEN**

# **General Instructions**

**This appendix contains general rules and information concerning some calls within the Research Programme of the Swedish National Space Agency (SNSA, *Rymdstyrelsen*). It is appended to the specific instructions for calls to which it applies. In cases of conflicts between the specific rules of the instructions of a call and this document, the specific rules have precedence over the general rules of this document.**

**In 2020 SNSA gradually migrated to the Prisma system for research administration. Please note that the nomenclature of this document has been adapted to fit Prisma and departs somewhat from the nomenclature used by SNSA for calls made prior to the adoption of Prisma.**

## **APPLICATION PORTAL PRISMA**

Applicants must have a **personal account** within the system Prisma. For more information, see: <https://prisma.research.se/>

An application is created on the above web site by adding required information in the application form. In addition, most calls require the uploading of bulk information in the PDF format into the application. Please make sure to register the application in good time before the deadline applicable to the call.

Please note that the organization where you are employed (or intends to be employed) must have an **organization account** in Prisma and be accepted by SNSA. If this is not the case, please make sure your employer submits an application to SNSA at least two weeks before the deadline (this is also done on the web site above).

For support and information on Prisma, see: <https://prismasupport.research.se/>

## **LANGUAGE**

The applications can be written in Swedish or English. However, most members of SNSA advisory committees do not understand Swedish and most external expert reviewers are drawn from the international research community. Thus, SNSA may need to have applications received in Swedish translated to English. Applicants are advised to carefully consider using **English** in the application in order to make sure that their intents are conveyed without a translational interface.

However, please note that many calls require a project title in both languages and that a popular science summary in Swedish may be required.

## **SPREAD OF INFORMATION**

For successful applicants who are granted funding, SNSA plans to make the following information available on the web (SNSA web site and/or other web pages, such as SweCRIS):

- Funding organisation
- Project leader
- Affiliation
- Abstract (English) and popular summary (Swedish)
- Project duration
- Yearly funding level

## **WHO CAN APPLY?**

The applicant is required to be, or be eligible to become, affiliated to a university or research establishment in Sweden where the project work is to be carried out.

Research contracts are issued only to researchers who have a doctoral degree. Applicants who do not have such a degree but expect to receive it shortly may nevertheless submit a research proposal. In this case SNSA must receive a copy of the doctoral certificate or a written confirmation from the head of department/institute that the principal applicant has applied for the PhD degree or comparable degree. For calls with a deadline in May, the confirmation must reach SNSA by October 1 (for other situations, please consult with SNSA staff). Lacking such confirmation, the application will not be further considered.

A research grant is normally contracted to a project leader who will remain younger than 68 years of age during the first calendar year of the grant. If the applicant will reach the Swedish LAS-limit during the proposed project duration, then the application should contain a plan for the future transfer of leadership of the project to a younger person. If a university department or institute wishes to receive funding for research leaders older than the above limits, then the case must be clearly stated, e.g. in a letter from the head of department included in the application.

SNSA can reject applications whose applicants have outstanding reports from previous grants.

### **Other participants (*medverkande*)**

Additional staff (maximum six) standing behind the application and intending to work on the proposed project may also sign the application. These persons must also have a personal account in Prisma and CV information from their personal profile in Prisma will be included

in the application. However, note that this process puts additional constraints in place within Prisma, so there are more things that can go wrong and prevent registration of the application before the deadline. Thus, plan in good time with signing participants.

In addition to the above, you may have any number of additional persons in your project team, without having them sign the application.

### **Participants from other universities**

Both signing and non-signing participants in your team may be affiliated to other research establishment, both in Sweden and abroad. In case you want to have support from SNSA for costs within more than one organisation, then see the section "Budget" for more information.

### **Gender aspects**

The number of female researchers using space-based platforms is still rather small in Sweden. SNSA therefore encourages the scientific community to contribute towards more women becoming willing and able to commit themselves to successful research projects. Without waiving quality requirements, SNSA will consider gender as one of several boundary conditions when evaluating applications within open calls.

### **Information in the CV**

Imbedded in the Prisma system there are specific rules for what can be included in your CV for each individual call.

## **BUDGET**

Under this heading in the Prisma forms you summarize the costs sought for the project from SNSA. Give costs in Swedish kronor. Distribute costs on the table headings as follows:

- **Salaries** (see special section below for more details)
  - Salaries
  - Social fees (*lönekostnadspåslag*)
- **Running Costs**
  - Instruments and equipment
  - Expendables
  - Computer costs, computing costs
  - Publication costs
  - External consultancy
  - Depreciation costs
  - Premises
- **Expenses - Travel**
  - Transportation of equipment and travel to project meetings
  - Conference travel to present results

- **Total Budget**
  - All the above are added automatically
  - Manually add indirect costs
  - “Other costs”, not to be financed by SNSA (optional information in most calls)

All costs must be specified and justified in the enclosure "Cost specification". More information on this enclosure may be provided in the specific instructions for the call you are responding to.

### **Indirect costs**

Indirect costs must be computed using standard procedures of the administrating organisation (and the partner organisation, if applicable, without employing double overheads on the same direct costs). Please note that in the budget forms you include sought indirect costs only, not total indirect costs. If an organisation has a mandatory tabulation for computation of indirect costs (“full kostnadstäckning”), then include it in the enclosure “Justification of costs”. However, those tables don’t free the applicants from the responsibility of specifying indirect costs in a correct way in the Prisma budget tables.

### **Modules**

If you are proposing extensive activities that naturally divide into parts, then it is appropriate to divide the costs in the enclosure "Cost specification" into two or more modules (applicable to calls prepared for such an enclosure). Make sure the modules are reflected in a transparent way in the Project Description, e.g. through sub-sectioning.

Examples when modules are appropriate:

- Applications that can be funded in meaningful way with different levels of ambition.
- Applications that naturally fall into two or more discrete project phases.
- Applications with work to be carried out at two or more universities, etc.

### **Costs at multiple organisations**

If the project team has affiliations at different universities and research institutes and you are requesting support from SNSA for costs at more than one site, then this can be handled in one of the following ways:

- Include minor costs at another organisation under "Runnings costs".
- Make a separate module for each site, as described above.

In both cases above, it is the responsibility of the project leader to arrange agreements required between participating organisations for transfer of funding between them and to ensure the funding is used for the project needs.

For invited calls concerning SNSA commitments for space missions, special roles may apply.

## **Salaries and social fees**

SNSA grants can be used by the administrating and participating organisations for salaries and associated social fees for staff working on the project. The employment rules of the organisation apply. SNSA grants may also be used to hire external consultants with appropriate expertise for the research project.

In the budget of your application, you may include any type of staff costs essential to the needs of the proposed project, including secondment/”friköp”), Research Fellows, PostDocs, PhD students, Research Engineers, etc.

Clearly motivate each staff cost.

## **OTHER FUNDING**

Under the heading "Other funding" on the forms, if available, it is mandatory to include information on all awarded grants and submitted applications that overlap with or complement the current application.

For career applications and specifications to prolong a career grant, it is also mandatory to include information on all awarded grants and submitted applications that include funding of the applicant.

Note that the terms for SNSA grants have general rules concerning grant decisions based on false or incomplete information on other funding sources.

## **AFTER SUBMISSION**

Applications are assessed by a scientific advisory committee of SNSA, sometimes supplemented by external expert reviews and programmatic constraints by SNSA.

### **Additional information**

In case new information becomes available after the application deadline, applicants may inform SNSA (in English) to allow the new information to be taken into account. For example, information on new schedules for space missions or allocation of telescope time (please include proof) can be conveyed in this way. Please note that applicants are not allowed to use this avenue to improve their applications with information that should reasonably have been available at the submission deadline.

## **Decisions**

In general, calls with deadlines in March-April are assessed by the Science Advisory Committee at its meeting in May-June. SNSA grant decisions may follow soon afterwards or may come later in the calendar year.

For calls with deadline in April or later, the final recommendation by the advisory structure can be expected in November-December, usually followed by an SNSA decision or announcement within a few days. Special schedules may apply for individual calls.

In some years, formal rules related to limits on commitments for future years (*bemyndiganderam*) may force the formal grant decision to be postponed to early January.

Applicants can expect feed-back on their applications after the grant decision.

## **GRANTS**

### **Type and extent of support**

The research grants provide traditional research support, with funding at the disposal of a university entity or research institute (*medelsförvaltare*), in accordance with standard terms (*generella villkor*) of SNSA. The funding for a calendar year is normally provided as monthly instalments. Individual grants are normally limited to a maximum of 3-4 years, but SNSA can make longer-term commitments when appropriate.

### **Publication of results, data policy and open access**

SNSA adheres to the basic principle that results and data stemming from publically funded research must be made available on-line to other researchers and the general public free of charge without unnecessary time delay. The objectives are to ensure that other scientists will be able to use data in future for other projects and to bring more scientific value of investments as an evident part of the knowledge society.

#### Publication of results

Researchers supported, partly or fully, from research grants from SNSA shall make all reasonable efforts to make sure the results are published in esteemed international journals. The publications must acknowledge support from the Swedish National Space Agency (SNSA). Results of original research must be made freely available online for reading and down-loading within 6 months from original publication. A copy of publications with associated metadata standards must be placed in a repository within 6 months from original publication.

#### Data Policy

A data management plan is required for projects where new raw data collection constitutes a major component. If applicable, outline the plan in the application, provide a web link to a

plan or provide information on the process for establishing the plan (e.g. it may be a plan developed by an international space organisation).

## Reporting

Grant holders must report in accordance with terms of the grant, which usually involves the following:

- Financial Report (ekonomisk återrapportering), both yearly and finally.
- Final Activity Report (*slutlig verksamhetsrapportering*) at the end of the project.

## STAY INFORMED

In order to receive timely information from SNSA on future calls and other relevant information, please register for our Newsletter for Researchers at:

<https://www.rymdstyrelsen.se/om-rymdstyrelsen/nyhetsbrev/>

## CONTACTS

In case of questions, please get in touch as follows:

- For technical questions on the **Prisma** application system, use contact in the menu at:
  - English: <https://prismasupport.research.se/user-manual.html>
  - Swedish: <https://prismasupport.research.se/>
- General questions on **SNSA research calls** for research: [Per.Magnusson@snsa.se](mailto:Per.Magnusson@snsa.se)
- Questions on the **individual call**: See specific instructions for the call.