Management rules for nominations to Wallenberg Academy Fellows 2021

Since 2012, the Knut and Alice Wallenberg Foundation (KAW) has funded a long term programme for young researchers, Wallenberg Academy Fellows (WAF). The purpose of the Wallenberg Academy Fellows program is to give young researchers working conditions that enables them to focus on research and tackle difficult, long-term research questions.

The deadline for submitting nominations to KAW is 15 February 2021. Below follow the Lund University management rules including a time plan for the internal nomination process.

Please note that these management rules are tentative, as they are partly based on information in the 2019 nomination invitation. Thus, some directives may be subject to change, should the forthcoming invitation contain new information.

The Wallenberg Academy Fellows programme

The programme is open to researchers in all academic disciplines: medicine, engineering, natural sciences, social sciences and humanities/religious studies, and the interfaces between them. Nominated researchers must have obtained their doctoral degrees after 1 January 2012.

The programme is aimed at early-career researchers with the potential to develop into the outstanding researchers and research leaders of tomorrow. Read more about the programme on KAWs webpage and in appendix 1, containing the KAW documents “Call for the Wallenberg Academy Fellows Program” and “Assessment criteria Wallenberg Academy Fellows”. Please note that these documents are from 2019 and may change. There will likely be a cap on the number of candidates that Lund University will be invited to nominate.

Financial conditions

The foundation’s financing is for five years. The amounts vary depending on the research field and the affiliation of the researcher at the time of nomination, in accordance with the table below:

<table>
<thead>
<tr>
<th></th>
<th>Working in Sweden</th>
<th>Working abroad*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Theoretical research</td>
<td>1 000 000</td>
<td>1 500 000</td>
</tr>
<tr>
<td>fields</td>
<td></td>
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<tr>
<td>Experimental research</td>
<td>1 500 000</td>
<td>2 000 000</td>
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<tr>
<td>fields</td>
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</tbody>
</table>

- For researchers working abroad at the time of nomination, an additional amount (one-off grant) of SEK 1 500 000, 3 000 000 or 4 500 000 can be applied for. The level of the additional amount is determined by the nominating higher education institution and requires the grant to be matched by the higher education institution.
For researchers working abroad at the time of nomination, up to SEK 100 000 can be applied for to cover moving costs.

*Researchers nominated under the category of those working abroad, i.e. external candidates, are not to have been employed or have been scholarship recipients at a Swedish higher education institution for the past four years.* The researcher must not have physically spent working time at a Swedish University the last four years. Note that a post-doc with a Swedish doctoral degree who has earned a postdoctoral position with support from the Swedish Research Council (VR) is not to be regarded as employed in Sweden, despite that VR's contribution is channelled via a Swedish university.

The nominating higher education institution employs the researcher. The higher education institution is to guarantee that the researcher will be offered an appropriate position at the institution.

The higher education institutions part-finance the investment by guaranteeing that not more than 50% of the researcher’s salary costs will be taken from the grant. The higher education institution can preferably finance the entire salary, thereby contributing to the researcher having more research funds at his or her disposal. In addition, the higher education institution part-finances the investment by adding funds for overhead costs beyond the amount that KAW can contribute.

Nominations to WAF imply co-financing obligations from the nominating faculty/department. For more information, please see the Vice-Chancellor’s decision STYR 2018/1393 from 2018-10-17.

The programme aims to support the long-term recruitment of young, highly promising researchers, and provides an opportunity to recruit these researchers from abroad.

**The task of the Lund University Research Board**

The central university Research Board decides which of the candidates are to be submitted as the final nominees from Lund University to the Wallenberg Academy Fellows programme. The final list of nominees must meet the foundation’s rule regarding the distribution of external and internal candidates. Furthermore, at least 40% of the nominees must represent the under-represented gender. Only one internal candidate can be nominated for each international nomination.

As basis for decision, the Research Board will have the faculty’s nominations, compiled in accordance with the guidelines stated in appendix 2. The Research Board is to base its decision on how close the candidates meet the foundation’s assessment criteria, the faculty’s justification and strategic considerations for Lund University.

In addition, in case of competition between an applicant who has been nominated previously and an applicant who has never before been nominated, the policy applied will give precedence to the latter, unless the former’s application is clearly stronger.

**Requirements on the faculties’ proposals for candidates**

The faculties shape their own internal procedure for appointing candidates for nomination and obtaining relevant documentation from the researchers.

**The documentation sent to the Research Board is to meet the requirements set out in appendix 2.**

Furthermore, the faculties’ proposals for candidates are to meet the following requirements:

- at least 50% of candidates are to be external, and
- at least 40% of candidates are to be women.
If the faculty only proposes one candidate, that person should preferably be a female external candidate. There is no limitation as to the number of candidates per faculty. Lund University will be allowed to nominate 16 candidates.

Each faculty is to ensure the quality of the nominations so that they meet the requirements of KAW and Lund University. In order to be considered by the Research Board, a nomination must be accompanied by a checklist in accordance with the template in appendix 3, signed by the faculty’s representative on the Research Board. Each faculty is only to submit the candidates that they support in full.

**Nominee support**
The researchers nominated by Lund University will be provided support from Research Services throughout the application process. They will furthermore receive support from reviewers, i.e. senior researchers, who will comment upon the scientific content of their project description.

**Contacts**
School of Economics and Management: Mats Benner (mats.benner@fek.lu.se).
Humanities and Theology: Barbara Törnquist-Plewa (barbara.tornquist-plewa@slav.lu.se).
Faculty of Law: Xavier Groussot (xavier.groussot@jur.lu.se).
Faculty of Engineering (LTH): Erik Swietlicki (erik.swietlicki@nuclear.lu.se) and Margareta Forsberg (margareta.forsberg@lth.lu.se).
Faculty of Medicine: Birgitta Larsson (birgitta.larsson@med.lu.se).
Faculty of Science: Anders Tunlid (anders.tunlid@biol.lu.se) and Tobias Nilsson (tobias.nilsson@science.lu.se).
Faculty of Social Sciences: Anna Meeuwisse (anna.meeuwisse@soch.lu.se).
University Specialised Centres: Sara Virkelyst (sara.virkelyst@rektor.lu.se).
Research Services: Sara Naurin (sara.naurin@fs.lu.se) and Johanna Mellgren (johanna.mellgren@fs.lu.se). Any questions to KAW about the programme are to go via the foundation’s contact person Brita Larsson (brita.larsson@fs.lu.se).
# Timetable

<table>
<thead>
<tr>
<th>Date</th>
<th>Person responsible</th>
<th>Task</th>
</tr>
</thead>
<tbody>
<tr>
<td>Decision by the faculty</td>
<td>Faculties</td>
<td>Faculties’ internal procedure.</td>
</tr>
<tr>
<td>30 September, 12:00</td>
<td>Faculty contacts</td>
<td>The faculties send their proposal for nomination including documentation for each candidate to Research Services (<a href="mailto:ansokan@fs.lu.se">ansokan@fs.lu.se</a>). The requirements for the proposal are specified above under the heading “Requirements on the faculties’ proposals for candidates” and the documentation is specified in appendix 2.</td>
</tr>
<tr>
<td>15 October</td>
<td>Research Board</td>
<td>Research Board working group meeting. Review of the documentation from the faculties and drafting of a proposal for nomination of candidates.</td>
</tr>
<tr>
<td>9 November</td>
<td>Research Board</td>
<td>Decision on nomination to the Wallenberg Academy Fellows from LU. Research Services will notify the candidates of the Board’s decision as meeting documents are signed.</td>
</tr>
<tr>
<td>November– 19 February</td>
<td>Nominated researchers</td>
<td>Researchers complete the final version of their application.</td>
</tr>
<tr>
<td>18-20 November</td>
<td>Research Services and others</td>
<td>Kick-off meeting for the nominees. The exact date &amp; time will be announced in September 2020. Participants: Research Services, nominees, faculty contacts, previous grantee.</td>
</tr>
<tr>
<td>7 December, 09:00</td>
<td>Faculty contacts in consultation with nominated researchers</td>
<td>Draft of vice-chancellor’s nomination letter sent to Research Services (<a href="mailto:ansokan@fs.lu.se">ansokan@fs.lu.se</a>).</td>
</tr>
<tr>
<td>16 December, 09:00</td>
<td>Nominated researchers</td>
<td>Submits a draft application (excluding budget) to Research Services (<a href="mailto:ansokan@fs.lu.se">ansokan@fs.lu.se</a>) that forwards the documents to the reviewers.</td>
</tr>
<tr>
<td>11-15 January 2021</td>
<td>Research Services</td>
<td>Workshop. Reviewers provide feedback on the draft application. The exact date &amp; time will be announced at the Kick-off meeting</td>
</tr>
<tr>
<td>18-29 January 2021</td>
<td>Research Services</td>
<td>Support from finance officer in compiling information about LU’s current support to the nominated researcher.</td>
</tr>
<tr>
<td>5 February 2021, 09:00</td>
<td>Nominated researchers</td>
<td>Final version of the application according to KAW guidelines for WAF sent to Research Services (<a href="mailto:ansokan@fs.lu.se">ansokan@fs.lu.se</a>).</td>
</tr>
<tr>
<td>5-11 February 2021</td>
<td>Research Services</td>
<td>Review of applications. When all documentation is cleared by Research Services, the researcher receives the vice-chancellor’s nomination letter.</td>
</tr>
<tr>
<td>12 February 2021</td>
<td>Nominated researchers</td>
<td>Nominees complete the e-application according to instructions from Research Services, upload documentation and submit their nomination. Pdf print-out of the application sent to Research Services (<a href="mailto:ansokan@fs.lu.se">ansokan@fs.lu.se</a>).</td>
</tr>
<tr>
<td>15 February 2021</td>
<td>Nominated researchers</td>
<td>External deadline for nomination.</td>
</tr>
</tbody>
</table>

Please be aware that the support from Research Services may be subject to change following Covid-19.
Appendix 1. KAW document from the 2019 invitation. Please note that the information in these documents may be updated with the new invitation.

Appendix 2. Documentation for nomination from the faculty
The requirements for the proposals are specified above under the heading “Requirements on the faculties’ proposals for candidates”. The faculties is to send two lists in pdf format ranking the external candidates 1, 2, 3 etc. and the internal candidates 1, 2, 3 etc. according to the faculty’s prioritisation. To facilitate the ranking, the faculties may use the KAW assessment criteria (appendix 1) plus teaching experience, which is an important qualification for employability at Lund University.

State the name of the candidates, the department responsible, the candidate’s contact person at Lund University, and whether the candidate is internal or external.

The faculties are also to send the associated documentation for each candidate gathered into a single pdf file per candidate. Name the file WAF2021_surname_first name.pdf.

Note! The documentation is to be written in English in Times New Roman font size 12.

The following documents, in the order below, are to be included in the documentation for each candidate:

1. Signed checklist. The faculty’s nomination shall be accompanied by a signed checklist. Template in appendix 3.

2. Signed letter of justification for the candidate from the faculty, which is to state why the researcher’s activity is deemed to constitute an important part of the university’s and the faculty’s research profile. Briefly describe the faculty prioritisation process, how the proposed research programme supports the nominee’s career development, how the research fits into the research environment and what resources will be made available to the nominee. Also state the subject area of the nominee (medicine, engineering, science, social sciences or humanities/religious studies). Max 2 A4 pages /7000 characters including spaces.

3. Compiled CV* consisting of the following parts:
   - Candidate’s research qualifications i.e. CV. Max 2 A4 and max 7000 characters incl. spaces, containing the person’s name, date of birth, research qualifications, positions held, awards and any post doc stays. Clearly state the date of completion of the doctoral degree. Template in appendix 4.
   - List of the ten most important publications. In case of co-authorship, the nominee is to account for his or her contribution to the publication (reasonable estimate of the extent of the contribution).

4. Letter of intent. Brief description of the proposed research programme. Emphasise its quality, originality and feasibility. See the assessment criteria in appendix 1. Max 2 A4 pages and max 7000 characters incl. spaces. State the date of the doctoral degree clearly at the start of the document.

5. External nominees must submit a justification stating why they wish to establish their research at Lund University. Max 1 A4 page and max 3500 characters incl. spaces.

6. Signed co-financing certificate from the faculty/department. Template in appendix 5.

Please note! All documentation must be complete for the candidate to continue through the process. If a document is missing or incorrect, the candidate will not be considered further.

Appendix 3. Template for checklist (in Swedish)
Appendix 4. CV template.

Appendix 5. Co-financing certificate template