
Swedish Institute Academy for Young Professionals (SAYP) – Call for applications for organisers 2022

Does your higher education institution, public agency or organisation work with issues that concern a modern, sustainable public sector? Apply for financial support to participate in the implementation of SAYP 2023 and have the opportunity to expand your knowledge and networks within the Baltic Sea region and countries within the EU's Eastern Partnership or the Western Balkans.

Overview

SAYP is the Swedish Institute's training programme to strengthen capacity in public sector in the Baltic Sea region and the EU's Eastern Partnership as well as in the Western Balkans. The overall theme of the training programme is sustainable and modern state administration. The programme responds to common challenges such as the need for openness, transparency, efficiency and sustainability.)

What is the Swedish Institute Academy for Young Professionals?

The purpose of the programme is to offer participants a platform for exchange of experience, knowledge and networking around issues with a bearing on society's governance. SAYP Baltic Sea Region and the Eastern Partnership countries strengthen cooperation and networking for sustainable development and strengthened global competitiveness. SAYP Western Balkans contributes to strengthened capacity to drive reform processes and democratic development in the region.

The programme targets young, key professionals in politics, public sector and civil society. The goal is for the participants to be strengthened in their roles as future change agents in the region. The programme is designed to enable mutual learning and exchange of experience, taking advantage of insights from similar processes within current EU countries.

Visiting address:
Swedish Institute
Virkesvägen 2
120 30 Stockholm
Sweden

Mailing address
Swedish Institute
Box 9
121 21 Johanneshov
Sweden

Contact details
P +46 (0)8 453 78 00
si@si.se
www.si.se
www.sweden.se

The Swedish Institute (SI) is a public agency that builds interest and trust in Sweden around the world. We work with Sweden promotion, cooperation in the Baltic Sea region and global development.

The countries included are Armenia, Belarus*, Estonia, Latvia, Lithuania, Georgia, Moldova, Sweden and Ukraine (Baltic Sea region/EU Eastern Partnership) Albania, Bosnia and Herzegovina, Kosovo, North Macedonia, Montenegro and Serbia (Western Balkans).

** Due to the situation in Belarus, SI has previously decided not to provide financial support to public sector employees in Belarus for participation in physical meetings within SAYP. As a consequence of Russia's invasion of Ukraine, and Belarus' active participation, it is also no longer possible for public sector employees in Belarus to participate in online activities of the SAYP. Any updates in this decision will be communicated to those (higher education institutions) that arrange the programmes.*

Who can apply for support for arranging SAYP?

Swedish actors, primarily universities and colleges, now have the opportunity to apply for financial support from SI to arrange a training programme within SAYP 2023. The application can be made individually or in collaboration with other actors in Sweden and / or another country in respective region. SI sees great added value in training programme that are designed and implemented in collaboration with other Swedish or international actors that may bring special expertise or access to networks that benefit the programme's goals.

An organisation can be the main applicant in more than one application, provided that different working groups, units or departments are responsible for the practical implementation of the training programme.

How is the responsibility shared between the Swedish Institute and the programme organiser?

SAYP is built around a principle of co-creation where responsibility for the programme is shared between SI and the programme organiser. See division of responsibilities below.

Responsibility of the programme organisers

- Planning and implementation of training programme (preparatory and follow-up activities for the programme is optional).
- Marketing of the programmes on websites and via social media
- Recruitment of participants (application procedure, assessment, selection, mailing of admission letters and insurance)
- Information about the training programme in English online, aimed at potential applicants
- Booking of the participants' travel (round trip in economy class or equivalent) from their home countries or places of residence in Sweden, to the place of the programme.
- Support in visa processes (contact with embassies / consulates regarding participant lists before visa processes)
- Evaluation of completed activities including follow-up of modules according to SI's templates and final reporting to SI.

Responsibilities of the Swedish Institute

- Grant call, application procedure, assessment, selection of programme organisers
- Call for participants on www.si.se
- Screening alumni in participant lists

- Contacts and synergies with other SI initiatives, projects & alumni activities and embassies in the countries concerned
- The promotion of the exchange of experience between programme organisers

Theme and focus

The overall theme of SAYP is sustainable and modern public sector. The applying organisation must formulate an underlying direction for the proposed training programme, based on their own expertise. However, concepts whose focus falls on one of the following areas have priority:

Baltic Sea region/EU Eastern Partnership countries

E-governance at the service of citizens

Multi-level governance and regional growth policy

Innovation systems (innovation policy and public support schemes for innovation)

Green transition

Inclusive societies and human rights

Equality

Western Balkan countries, the thematic focus of the education and training programme shall contribute to

Anti-corruption, the rule of law and transparency

Inclusive societies and human rights

Equality

Structure and financial conditions

The maximum financial support is SEK 2,000,000 per approved application. Compensation for the participants' travel is included in the maximum amount. If applicants have received support for the same training programme from other funders, this must be stated in the application.

The training programme consists of a number of modules, three of which Swedish organisations can apply for grants to implement. These are:

- Preparatory module. Should aim to prepare the participants for the main module. Can for example consist of webinars, preparatory seminars / workshops where new participants meet. The activities may also include former participants (alumni).
- Main module in a total of two weeks. The programme can be implemented in Sweden and/or in the partner country. The proposed approach should include elements of online learning/teaching using digital learning platforms. The programme can also be implemented entirely online.
- Follow-up module. Activities, project support grants and coaching aimed at continuing to work with the participants and their organizations, after the implementation of the module.

Grants can be applied for food and accommodation, lecture and workshop-related expenses (i.e. lecturers, venues and course administration), study visits, social and cultural activities and the participants' travel from their home countries or places of residence in Sweden, to the programme location.

The training programme is expected to correspond to at least five 40-minute sessions, five days a week. Alternatively approx. 35 scheduled hours in addition to the participants' own work in digital format.

The grant can also be used to cover travel costs for SAYP participants/alumni from other countries, given that these have a key role in the activity to be carried out.

If a programme module is carried out in a partner country, the application is made according to the same procedure as if the module had been implemented in Sweden, with a couple of significant differences:

- The programme must be arranged together with one or more local partners with their own expertise and know-how in the chosen field.
- The scope should be at least 10 days
- Former SAYP participants should be relevantly involved in the implementation such as experts, speakers or facilitators.

The modules arranged abroad can also be carried out with the support of co-financing from sources other than SI.

If the training programme includes that participants work in project form, there is an opportunity for the programme organiser to use the grant for follow-up project activities, related to the projects started under the training programme.

The purpose of follow-up project activities is to continue working with the projects and project groups initiated during the training programme, but the groups may also include other/former SAYP participants.

The funds can be used partly for continued (qualified) supervision / coaching, and partly as project support, for projects that continue after the main module has been completed. Follow-up project activities should be relevant in relation to the focus of the training programme.

The following criteria apply to funds for follow-up project activities:

- Only one project grant can be awarded to a single project group
- Project support can be awarded to project teams covering at least two SAYP Programme Countries
- An external evaluation committee should be involved in the selection process for the distribution of project support.

Call for applications - programme participants

Each training programme may include approx. 30 participants. Participants are up to 35 years old (i.e. born in 1988 or later), work within the public sector, civil society professionals or within the political structures (i.e. policy-makers) in the Baltic Sea Region/EU Eastern Partnership or the Western Balkans. They should be able to be regarded as specialists, operationally active and involved in various ways in the issues covered by the theme of that programme.

SI is positive about actively involving both participants and alumni in the implementation of the programme.

Participants to SAYP are recruited after call for applications, which is carried out once a year in the spring. SI is responsible for the call for application at www.si.se and the programme organisers for the recruitment of participants. Final selection of participants and reserve candidates is made by the programme organiser and in some cases with Swedish missions abroad in the SAYP countries. SI will screen the proposal to participants so that no candidate is admitted to more modules, as well as identify alumni.

Programme Timeline

Call for support for arranging SAYP: October 5 – November 30, 2022

Assessment and decision: 1 December 2022 – 31 January 2023

Preparation and recruitment period: 31 January – 5 May 2023

Implementation of preparatory and main module: 15 May – 31 October 2023

Final reporting preparation and main module: November 30, 2023

Implementation of follow-up module: November 2023 – September 2024

Final reporting follow-up module: October 2024

Write an application

A link to our application portal can be found here [Apply online! - Swedish Institute: Leadership application portal \(si.se\)](#). You need to register an account to access the application form. You will be able to save and return to the application as many times as you need before it is to be submitted.

A budget must be attached to the application. [The budget template can be found here.](#)

The application can be submitted in Swedish or English. The last day to apply is 30 November 2022, when the application must have been received by SI. The application must then be complete in order to be taken into account. No supplementation is possible.

If you want all the questions that are in the application portal collected, they can be found in a document here: [sample application](#).

Send an application

The deadline to submit the application is at 23.59 Swedish time on November 30, 2022. Send your application in good time, after 23.59 the portal stops receiving applications and SI cannot receive applications sent via email.

If something is incorrectly filled in or if you have missed something, the portal will alert you about this when you submit the application.

When the application is submitted, you will receive an email to the e-mail address you have provided in the portal. This is the address we use to communicate with you. If you do not receive this confirmation within ten minutes, look in your spam box if it is located there and make sure that you can receive emails from us.

We may need to contact you with questions about your application during the selection process. If you do not respond, your application may be disqualified. Therefore, we encourage you to keep an eye on the spam box.

If you have any questions, please contact:

Hridi Karim, Programme manager

hridi.karim@si.se

+4684537874

Assessment of applications and decisions

When assessing received and complete applications, an overall assessment is made, in which the especially the following are taken into account:

- The concept as a whole – structure, content and implementation
- Thematic focus and relevance to the selected region
- Target group adaptation of the programme
- Capacity for implementation
- The cost-effectiveness of the programme in relation to the number of participants and the content offered

The applications will be evaluated by a working group consisting of administrators at SI.

A decision is expected to be submitted by 31 January 2023.