

Organise Swedish Institute Academy for Young Professionals (SAYP)

Are you interested in implementing training programmes for young talents with a focus on strengthening capacity in Eastern Europe? Higher education institutions, public agencies and other organisations in Sweden can now apply to organise SAYP and get the opportunity to develop their networks in the Baltic Sea region and within the EU Eastern Partnership.

Summary

SI Academy for Young Professionals is a training programme at the Swedish Institute that aims to empower young professionals from countries within the EU's Eastern Partnership with skills, networks and inspiration to be able to implement and drive change work in their respective organisations and home countries. The long-term objective of the programme is to contribute to strengthened democratic governance and EU rapprochement for countries within the EU's Eastern Partnership.

Within SAYP, a number of different thematic training programmes (also called modules) are carried out annually by the organisers who have been granted project funding for this purpose by SI. The training programmes bring together groups of participants and work to strengthen their competence in subjects that have bearing on pressing societal issues and challenges, linked to the overall goal of SAYP.

The organisers within SAYP shall consist of partnerships where a Swedish main applicant actor has established cooperation with one or more international partners from the programme's countries.

The participants for the training programmes are selected after an annual joint participant call that SI coordinates, but to which the respective organisers actively contribute through marketing of SAYP and provide application procedures for their specific training programme.

After the completion of the training programme, the organiser can continue to support the participants, for example through continued mentoring, job shadowing and local reunions that address current themes together with local and international expertise. Follow-up activities can also involve the organiser providing special support in ongoing change work at organisations linked to individual participants.

Target group

The target group for SAYP is working individuals from countries within the EU's Eastern Partnership in the age range 25-40 years with a good knowledge of English. The target group must be employees or elected representatives of actors in the Programme

Countries in the fields of politics, administration, civil society or business, and who are active with and involved in issues related to the thematic focus of the programme on a daily basis.

The participating countries for SAYP are Armenia, Azerbaijan*, Belarus*, Georgia, Moldova and Ukraine. This means that all programmes must be open to participation from all these countries.

Former participants of SAYP (or people who have had an SI scholarship for studies) between the ages of 25-40 do not belong to the primary target group, but can be offered a reserve place.

* From Azerbaijan and Belarus, only participants from civil society can participate.

Who can apply for support to arrange SAYP?

The application to SAYP is made in partnership between the Swedish main applicant actor together with one or more (maximum 5) partners based in the participating countries. The main applicant and partner must belong to one of the following categories:

- Organisations, foundations
- Municipalities
- Regions
- Government agencies
- County Administrative Boards
- Higher education institutions and research institutes
- Intergovernmental organisations

The overall partnership must have sufficient expertise to work with the programme's theme and countries.

See Instructions for the Organiser Call 2025, for more information (link to English version on the website).

What can I apply for?

The grant applied for from SI for the implementation of training programmes within SAYP can amount to a maximum of

SEK 2,500,000 per application.

The grant from SI is to be used to plan, implement and follow up the proposed training programme. This can include working hours, travel expenses and accommodation, educational facilities, study visits, social/cultural activities, external guest lecturers and much more. See SAYP 2025 – instructions for the call, chapter 8 Budget, for more information about budgets and different types of costs.

Please note that a maximum of 20% of the grant applied for from SI can be used for indirect costs (OH).

Basic requirements for training programmes

The application to the organising call must propose a programme that focuses on a thematic area relevant to the overall objective of the programme, on strengthened democratic governance and EU rapprochement. The training programme will strengthen the participants' skills, capacity and inspiration to participate in and drive change work within their respective organisations and countries.

A training programme can consist of several different types of activities and components for learning, skills development and networking. Its activities may be spread over most of the project period, but should be presented as a collective offer to the participants.

The training programme must include at least one on-site physical module in one of the participating countries, for at least 5 consecutive days.

The training programme should provide plenty of room for interaction of various kinds between the participants and the facilitator/teacher/expert/supervisor (also known as live time) in the form of seminars, workshops and the like, while at the same time owning one's own work, time for reading material and self-study can be included in the programme as a complement.

A training programme must include at least 25 participants, each of whom is expected to participate throughout the programme and not just during one or two activities.

Number of participants: at least 25

Live time: minimum 80 hours for each participant

Physical module: at least 5 consecutive days

Programme countries

The programme countries that are part of the SAYP are found both in the Baltic Sea region and in the EU's Eastern Partnership. Sweden is included as a mandatory country in every application to the organising call, in the sense that the main applicant to SI needs to be based in Sweden.

In addition to Sweden, at least one additional participating country from either the EU or the EU's Eastern Partnership must be included in each application to the organising call, through an actor that is part of the implementation partnership together with the main applicant.

The following Programme Countries are included in the call:

Applicant country: Sweden

Participating countries, EU: Estonia, Latvia, Lithuania, Poland, Sweden

Participating countries, EU Eastern Partnership: Armenia, Georgia, Moldova, Ukraine

Participants: Armenia, Azerbaijan*, Belarus*, Georgia, Moldova, Ukraine

A maximum of 5 partners can be included in the partnership for one application in the organising call, excluding the Swedish main applicant.

Participant call

Participants in the training programmes within SAYP are recruited and appointed in a joint participant call that SI coordinates and which is carried out simultaneously for all SAYP programmes during June – August 2025. SI provides a platform for communication of the call on www.si.se while each organiser is responsible for the application procedure and recruitment of participants. At least 25 people should be offered a place in each programme.

The final selection of participants and reserves is made by the organiser and in some cases with the support of Swedish missions abroad in the participating countries. SI also conducts a screening of the proposal for participants so that no candidate is admitted to several modules at the same time, and to identify any applicants who have already been SAYP participants or have had a scholarship (SI alumni).

The profile of SAYP participants is as follows:

- 25 – 40 years, born 1985 – 2000
- Come from one of the programme's participating countries within the EU's Eastern Partnership
- Political, administrative, business or civil society professionals
- are subject specialists or otherwise linked to the chosen thematic focus
- have good knowledge of English

A discussion of the target group, countries and participants, based on the concept of the proposed programme and the associated thematic focus, must be included in the application for the organising call.

How is the responsibility divided 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 the division of responsibilities below.

Responsibilities of programme organisers

- Planning and implementation of training programmes (preparatory and follow-up activities for the training programme are 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 to the place of implementation.
- Support in visa processes (contact with embassies/consulates regarding participant lists prior to visa processes)
- Evaluation of completed activities including follow-up of modules according to SI's templates and final reporting to SI

The Swedish Institute's responsibility

- Grant call, application procedure, assessment, selection of programme organisers
- Participant announcement at www.si.se
- Screening alumni in participant lists
- Contacts and synergies with other SI initiatives, projects and alumni activities and embassies in affected countries
- Promotion of the exchange of experience between programme organisers

Timeline

- Call for support for arranging SAYP: 6 December 2024 – 4 March 2025
- Assessment and decision: 5 March 2025 – 9 May 2025
- Agreement to be drawn up between SI and Swedish main applicant (project owner): June 2025
- First payment of the SI grant: June 2025
- Participant call to be conducted: June 2025 – August 2025
- Admission decision to participants: September 2025 – October 2025
- Implementation of training programmes: November 2025 – November 2026
- Follow-up activities (optional, takes place after completion of the training programme but within the granted period, maximum 24 months)
- Final reporting, including external audit, takes place no later than 2 months after the granted period

- Payment of used final payment will be made after SI's approval of the final report

If the granted period according to the agreement with SI extends longer than 18 months, the project owner needs to submit a so-called interim report to SI. This also means that the payment plan will be different compared to project funds granted for 18 months. See SAYP 2025 – instructions for call, section 12.1 Principles for disbursement plan, for more information.

Please note that the timeline is preliminary and may change.

Write an application

A link to our application portal can be found on the website under the section 'Skriv ansökan'. You need to register an account to access the application form. You will be able to save the application and return to it as many times as you need before it is submitted.

The following appendices must be attached to the application, templates are linked on the website in the same order as below:

Appendix 1. Risk analysis

Appendix 2. Programme budget

Appendix 3. Partner letter

Appendix 4. Bios of core team

Appendix 5. Programme draft

The application is submitted in English.

The deadline for applications is 4 March 2025, when the application must be received by SI at the latest. The application must then be complete in order to be considered. No supplementation is possible.

If you want to have all the questions that are in the application portal collected, they can be found in a sample application on the website under 'Skriv ansökan'.

Send your application

The application portal opens on 6 December. The questions in the application form can be found under 'Write application'. The deadline to submit the application is 23:59 Swedish time on March 4, 2025. Be out in good time, after 23.59 the portal stops accepting applications and SI cannot receive applications sent via email.

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

When the application is submitted, you will receive an email to the email 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, please check your spam box to see if it is there and make sure 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 urge you to keep an eye on your spam box.

If you have any questions, please contact:

Hridi Karim, Programme Manager

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Assessment

An assessment will be carried out and a decision will be made no later than 9 May 2025. See instructions (link to this document can be found on the website) for information about assessment.

FAQ

Can we apply for more than one education programme?

It is possible to apply for more than one programme during the same year.

One and the same main applicant cannot submit several simultaneous applications within the call with the same person specified as the intended project manager/contact person.

How many participants can attend one programme?

Each training programme should include at least 25 participants. The application must state the number of participants.

Who can participate in SAYP?

The profile of SAYP participants is as follows:

- Political, administrative, business and/or civil society professionals.

- are subject specialists or otherwise linked to the chosen thematic focus
- 25 – 40 years, born 1985 – 2000

The participating countries for the SAYP are Armenia, Azerbaijan*, Belarus*, Georgia, Moldova and Ukraine. This means that all programmes must be open to participation from all these countries.

* From Azerbaijan and Belarus, only participants from civil society can participate.

Should this training programme give academic credits?

SI has no requirements for this to be a credit-bearing course, in this respect it is not an academic education but an education aimed at professional practitioners who want to adopt new perspectives and methods.

Should the application be written in English?

The application is assumed to be jointly developed by the Swedish main applicant actor and its partners. It must therefore, and in order to strengthen the conditions for transparency, commitment and participation within the project, be written in English.