



ACADEMY OF FINLAND

## CALL FOR APPLICATIONS

### MARTTI AHTISAARI ACADEMY PROFESSORSHIP 2013–2017

LETTERS OF INTENT 27 February–26 March 2012  
FULL APPLICATIONS 30 April–11 June 2012

The Academy of Finland is a leading public funding agency for cutting-edge scientific research in Finland. We finance high-quality and innovative research aiming at scientific breakthroughs, act as a science policy expert and strengthen the position of science and research. Our funding is based on open competition and independent peer review. In 2012, we will make funding decisions worth about EUR 320 million. Each year, some 6,000 people work on Academy-funded projects. We promote equality and specifically encourage women to apply. For more information, go to [www.aka.fi/eng](http://www.aka.fi/eng).



## CONTENTS

<b>MARTTI AHTISAARI ACADEMY PROFESSORSHIP 2013–2017 .....</b>	<b>3</b>
Applicant and tasks.....	3
Funding.....	3
Funding period.....	4
Two-stage call.....	4
Appendices to letter of intent.....	4
How to apply .....	4
Further details.....	5
<b>GENERAL GUIDELINES: LETTERS OF INTENT AND FULL APPLICATIONS .....</b>	<b>6</b>
Funding conditions.....	6
Commitment by site of research.....	6
Language of application .....	6
Ethical issues.....	7
Mobility plan.....	7
Materials management plan.....	7
Submitting applications, applications pending .....	7
Supplementing an application .....	8
Reviewing/Not reviewing applications .....	8
Publicity .....	8
Public project description .....	8
Decisions and reviews in the online services .....	9
Contact details.....	9
<b>APPENDIX 1: HOW TO APPLY FOR FUNDING FOR RESEARCH COSTS .....</b>	<b>10</b>
Joint funding and full cost model.....	10
What research costs are funded? .....	10
Commitment by site of research.....	11

This call for applications is based on a document on the criteria for research funding decisions 2011–2012 approved by the Board of the Academy of Finland and on the Board's decision-in-principle of 8 November 2011.

The call for applications is prepared by a working group responsible for communications on the Academy's calls. Riitta Mustonen, Vice President for Research, approved this call for applications on 16 January 2012.



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## Martti Ahtisaari Academy Professorship 2013–2017

The Academy of Finland has established a five-year Martti Ahtisaari Academy Professorship in peace research and international conflict management research.

The **research field** of the Martti Ahtisaari Academy Professorship is peace research and international conflict management. The Academy Professorship is available to researchers of all disciplines and can cover a variety of themes, including but not limited to:

- the economic, historical and societal causes of conflicts
- conflict prevention, mediation and resolution, peace mediation
- the political, ethnic and religious factors influencing conflict management
- intercultural dialogue and understanding.

The aim of the Academy Professor funding is to facilitate full-time scientific research for internationally top-level researchers. The successful candidate is expected to have an ability to contribute to the progress of the field and the development of creative conditions for research.

The work of the Academy Professor will further Finnish research, support Finnish society or contribute to international cooperation. In the interests of strengthening research in the field, the Academy would like to have most of the work done in Finland.

### Applicant and tasks

The successful candidate will have the competence of a professor and a strong track record of internationally leading-edge research.

The funding towards the Academy Professor's salary is intended for full-time research and related tasks. The Academy Professor will pursue a set research plan, head a research team and provide supervision to junior researchers.

The duties of the Academy Professor include supervision of thesis and doctoral dissertation writers in his or her own field and teaching associated with his or her research, covering 5% of the annual working hours, without separate compensation. In all, no more than 10% of the annual working hours can be used for teaching and other tasks not directly associated with the Academy Professor's own research.

In line with the Academy of Finland Equality Plan, the Academy encourages both men and women to apply.

### Funding

Applicants for the Martti Ahtisaari Academy Professorship apply for funding towards salary costs. The Academy funding will be paid towards a salary equivalent to EUR 8,350 per month. In addition, the Academy allocates funding for indirect employee costs, and the funding also includes an overheads share of 12.5%. The funding is allocated to the researcher through a Finnish university, a research institute or some other Finnish site of research. However, this does not exclude the possibility of working abroad. The Academy Professor and the site of research agree among themselves where the research will be carried out.



Upon appointment, the Academy Professor enters into an employment relationship with the Finnish site of research indicated in the application. The appointed Martti Ahtisaari Academy Professor can submit a separate application for funding for research costs to the Academy's Research Council for Culture and Society. This funding can cover research costs, salary costs of a research team, and collaboration and mobility within Finland and abroad. The site of research contributes to funding research costs in accordance with the full cost model. For more information, see Appendix 1.

### Funding period

The Martti Ahtisaari Academy Professorship is for a maximum of five years. The funding period starts 1 January 2013 at the earliest and 1 July 2013 at the latest.

### Two-stage call

The call for the Martti Ahtisaari Academy Professorship has two stages. On the basis of the letters of intent submitted in the first stage, the Research Council for Culture and Society decides who will be invited to submit a full application. The full applications are assessed through international peer review. The decision on who will be appointed to the Martti Ahtisaari Academy Professorship and who will be placed on a reserve list is made by the Board of the Academy.

### Appendices to letter of intent

- plan of intent, no more than four pages
- curriculum vitae for the applicant, no more than four pages
- list of publications by the applicant. Clearly indicate the ten most important publications in terms of the research plan.

Only the requested appendices are appended to the application. Make sure to draft the appendices in line with the Academy's guidelines (see [Appendices](#) on our website). The appendices are drafted in English and appended to the application in the online services under "Appendices". The only exception is the curriculum vitae, which is appended under "Personal data/CV".

### How to apply

Applications are drafted in the Academy's [online services](#) (select Open calls > **Martti Ahtisaari Academy Professorship**).

**The call has two stages.** Letters of intent can be submitted as of 27 February 2012. **The deadline for letters of intent is 26 March 2012 at 16.15 Finnish local time.** The deadline is non-negotiable.

Only shortlisted applicants will be invited to submit a full application. The deadline for full applications is 11 June 2012. Detailed guidelines will be given to applicants going through to the second stage. Upon appointment, the Academy Professor can submit an application for funding for research costs (Appendix 1).

**Further details**

Applicants are requested to contact the following persons at the Academy's Culture and Society Research Unit:

- Senior Science Adviser Raija Matikainen, tel. +358 9 7748 8348, [rai-ja.matikainen\(at\)aka.fi](mailto:rai-ja.matikainen(at)aka.fi), or
- Senior Science Adviser Hannele Kurki, tel. +358 9 7748 8398, [hannele.kurki\(at\)aka.fi](mailto:hannele.kurki(at)aka.fi)



## General guidelines: letters of intent and full applications

The Academy requires that applicants read the call for applications and other relevant guidelines before submitting their application. All applications must be completed following the guidelines given.

### Funding conditions

Academy funding is allocated to the researcher's host organisation in Finland, normally to a Finnish university or research institute, not to the researcher him/herself. Before the funding decision is made, the host organisation shall submit a commitment indicating that it will hire the researcher to the post. Other staff to be employed with Academy funding must have an employment relationship with the site of research or the organisation that receives the funding. This does not exclude the possibility of working abroad. The funding decision is conditional: the host organisation (i.e. the recipient of the funding) can use the funding only to hire the person who was appointed by the Academy to the Martti Ahtisaari Academy Professorship.

You must immediately notify the Academy if you receive funding from other sources for the same purpose after you have submitted your application to the Academy.

**Detailed conditions** and guidelines on the use of funding and reporting are available on our website under [Use of funding](#).

### Commitment by site of research

After the application deadline, the Academy will ask a commitment by the Finnish site of research on which you shall agree in advance with the site's representative.

The Academy will provide funding for research projects only insofar as the institution serving as the site of research undertakes to provide the research project with the necessary basic facilities, which are the same as those available to other research staff at the institution, such as office and laboratory premises, equipment (incl. computer equipment) and telecommunications, telephone, mailing, copying and library services.

When the funding is awarded to organisations outside Finnish central government (e.g. universities), the site of research undertakes to act as the recipient of the discretionary government transfer on behalf of the applicant and will accordingly be required to assume all related obligations. With respect to applicants for an Academy Professorship, the commitment by the Finnish site of research also applies to the use of the researcher's working hours for purposes other than research, to salaries and to other circumstances surrounding the researcher's work.

Detailed guidelines on how a site of research issues a commitment online are available on our website under [Commitment of the site of research](#).

### Language of application

The Academy mainly uses foreign experts in the review of applications. In order to ensure an equal and smooth international peer review and preparation of funding



decisions, you are requested to submit your application in English. However, you have the right to submit your application in Finnish or Swedish.

### **Ethical issues**

The ethical issues and responsibilities relating to the application stage are described on our website under [Ethical guidelines](#). The ethical issues of the research must always be specified in the research plan as they are reviewed as part of the scientific review.

### **Mobility plan**

The application must include a mobility plan. In the application, under “Mobility”, you shall describe how the project intends to carry out mobility within Finland and abroad during the funding period. The mobility is expected to serve the research project. In addition, under “Partners”, you shall describe how foreign researchers will participate in the project.

Besides in the application (where the description is detailed), you shall also describe the mobility, partners and use of research infrastructures in the research plan. For detailed guidelines on how to draft a research plan appendix, see our website under [Research plan](#).

### **Materials management plan**

The Academy requires that applicants give an account of how the project proposes to obtain its research material, how the material produced by the project will be used and stored and how the subsequent use of the material will be facilitated. The account shall further cover the rights of ownership and use pertaining to the materials used and generated by the project. This is referred to as a ‘materials management plan’, and it shall be presented in connection with the research plan.

It is recommended that research projects funded by the Academy deliver any social science research data they have gathered to the Finnish Social Science Data Archive (FSD, see [www.fsd.uta.fi/english](http://www.fsd.uta.fi/english)).

### **Submitting applications, applications pending**

Letters of intent for the Martti Ahtisaari Academy Professorship can be drafted and submitted in the Academy’s online services as of 27 February 2012. The deadline is 26 March 2012 at 16.15 Finnish local time. The deadline is non-negotiable.

According to Section 17 of the Finnish Administrative Procedure Act, the sender is responsible for the application arriving by the set deadline. Applications not received by the deadline can only be considered if the delay is due to causes not attributable to the applicant. An application is regarded as pending at the Academy when the online application and the appendices defined as obligatory have been submitted in the online services. The system will indicate the successful submission of an application by sending an email to the address given by the applicant. The procedure for submitting an application in the online services is described in detail in the [How To Guide](#).

If there are any problems in the online services at the time of application submission,



you are requested to contact the Academy before the deadline, either by phone or via [Questions and feedback](#) on the website. To ensure smooth drafting and submission, it is important that you submit your application well in advance of the deadline.

You shall submit your application in your own name and using your own user identification.

*Only the requested appendices are appended to an application. The maximum length of appendices as indicated in the guidelines must not be exceeded.*

### **Supplementing an application**

If you notice significant omissions in your application, or if you have, for instance, received a letter of invitation from a foreign university after the deadline, you are urged to immediately contact the person indicated in the call for applications, who will open the application for your additions. These supplementary additions will be taken into account insofar it is possible in view of the review, application processing and decision-making process.

### **Reviewing/Not reviewing applications**

Academy funding is based on a scientific review of the research plan and the applicant. The evaluation procedure and the criteria applied in the review are presented on our website under [Application processing](#) and [Review of applications](#). You are advised to read these evaluation criteria.

The Academy may, for justified reasons, decide not to review an application. In considering whether not to review an application, the criteria include the following:

- The application has arrived late.
- The application is substantially incomplete after one request for supplementary information.
- The applicant or the application does not meet the competence or other key requirements set for the call.
- The application is submitted for a purpose for which the Academy does not grant funding.
- The application does not belong to the scope of the call.
- The applicant has not followed the guidelines on reporting on a completed or ongoing research project on Academy funding.
- It is clearly evident that, for some other reasons, the applicant will not be eligible for funding on the basis of the submitted application.

An application not reviewed on these grounds cannot receive funding.

### **Publicity**

Under the Finnish Act on the Openness of Government Activities (621/1999), an application and its appendices constitute a public document, with the exception of research plans, plans of intent, abstracts and progress reports.

### **Public project description**

When a project is granted funding, the Academy will publish a description of the project on its website. The description is written by the applicant in connection with



the drafting of the application. Finnish- or Swedish-speaking applicants write their description in Finnish or Swedish in the text field given in the online application. All applicants shall also write the description in English.

The public project description is a means for the Academy and researchers to disseminate information on Academy-funded research. Consequently, it is important that the description be as clear and readable as possible – it should be accessible to a general audience. It shall give the reader a brief summary of the key points of the research; for more details, see [Public description of project](#) on our website.

The Academy will not edit public project descriptions – it is the applicants themselves who are responsible for the content, clarity and style of their project descriptions.

### Decisions and reviews in the online services

The Academy's decision timetables are posted on the Academy's website under [Decision timetables](#). The projects to be funded and the call-specific releases related to the decisions are posted under [Funding decisions](#).

You will receive an automatic **email** message after the funding decision has been made. After receiving this message, you can log in to the **online services** with your identification, select the application on which the decision has been made and see whether the decision is favourable or not. You can also view the conditions related to the funding decision and read the expert reviews on your application, if such reviews have been drafted.

### Contact details

Postal address	POB 131, 00531 Helsinki
<b>Street address</b>	Hakaniemenranta 6
<b>Switchboard</b>	+358 9 774 881
Fax	+358 9 7748 8299
Registrar's Office, phone	+358 9 7748 8377
Registrar's Office, office hours	8.00–16.15 (Finnish local time)
Email	kirjaamo@aka.fi
Other emails	firstname.lastname@aka.fi
Website	<a href="http://www.aka.fi/eng">www.aka.fi/eng</a>



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## Appendix 1: How to apply for funding for research costs

The following conditions apply to the application for funding for research costs of the appointed Martti Ahtisaari Academy Professor. These conditions are not applicable to the call for letters of intent or full applications. Only the appointed Academy Professor submits an application for funding for research costs.

### Joint funding and full cost model

Academy of Finland research funding is a joint venture in which the funds to finance the costs of each project come from at least two sources. When researchers apply for Academy funding, Finnish universities, research institutes and other research organisations commit to contributing their percentage of the costs.

The Academy's funding contribution to a project normally comes to no more than 80% of the project's total costs. This maximum percentage is applied both to the calculation of *estimated* total costs at the application and decision-making stage and to the calculation of *real* total costs during the course of the project (payment procedure) and upon completion of the project (reporting stage). The percentage is applied to all project costs, that is, to both direct and indirect costs, including the overheads share. If no other funding sources are involved, the site of research normally covers at least 20% of the funding for the Academy Professor's research costs.

Applications submitted to the Academy shall include a funding plan in accordance with the full cost model, including the amount of funding applied for from the Academy. At the application and decision-making stage, only funding that is confirmed (e.g. through a decision by the body that has granted the funding) is taken into account in the calculation of total project costs. *Costs that do not pass through the books of the site of research shall not be included in total project costs.*

Before submitting your application, you shall contact the administration at the Finnish site of research concerning the contribution of the site of research to the funding of your project. After the application deadline, the Academy will request a commitment by the site of research from the person indicated in the application.

Guidelines on the full cost model are available on our website under [Full cost model](#).

### What research costs are funded?

At the application stage, the site of research commits to providing the **usual basic facilities** for the researcher. These are the same as those available to other research staff at the institution, such as office and laboratory premises, equipment (incl. computer equipment), and telecommunications, telephone, mailing, copying and library services.

Funding for the Academy Professor's research costs can be applied for to cover direct costs arising from, for example, the research team's working hours, research costs, travel, collaboration and mobility within Finland and abroad, and the preparation of international projects.



Academy funding may also be used to cover indirect costs (e.g. costs for premises). Research costs are funded in accordance with the full cost model. Both direct and indirect costs are covered with the same percentage.

The Academy may provide funding for the VAT costs associated with the project costs only insofar as the funding recipient (usually the principal investigator's host organisation) is not entitled to deduct the VAT costs incurred in its operation. For example, Finnish universities are not entitled to deduct these VAT costs, and therefore these costs can be paid from the funding granted by the Academy. For this reason, researchers working at universities shall enter their research costs with VAT costs in their applications. For more information on how to enter VAT in the application, see our website under [Value added tax](#).

In your application, you shall give a **cost estimate** including an estimate of the annual amount of funding needed, itemised by type of expenditure. You shall also include a **funding plan** with your application, indicating all of the funding that has been granted for the project in question as well as the funding provided by the site of research upon the launch of the project. The funding plan shall be realistic. **The cost estimate shall be justified in the research plan by type of expenditure.**

Personal grants are normally awarded to researchers to be hired by the Academy Professor's project only for work or studies abroad and for a research visit by a foreign researcher to Finland for a maximum of twelve months. A research visit exceeding twelve months requires an employment relationship in Finland. Grants are not paid to EU citizens working in Finland. While working in Finland, EU citizens shall have an employment relationship. The recommended amounts of monthly grants and a note concerning taxation are available on our website under [Grant amounts abroad and in Finland](#).

### Commitment by site of research

Before submitting your application, you shall determine the funding contribution and the coefficients of your Finnish site of research, and agree on them with the commitment issuer. The coefficients indicated in the application will be valid during the whole duration of the project. After the application deadline, the Academy will request a commitment by the site of research from the person indicated in the application. By issuing its commitment, the site of research commits to funding the project with the **percentage presented in the funding plan** and to securing the basic facilities for the project. The commitment also applies to the percentages given in the application, that is, the overheads percentage, the percentage for indirect employee costs and the coefficient for effective working hours.