



Peer review handbook

Tage Erlander visiting professorship 2019

Swedish
Research
Council

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Introduction

Warm welcome as a scientific reviewer regarding the assessment of applications for guest professorships. We are very grateful that you wanted to undertake this important task for the Swedish Research Council. We hope that you will find it interesting and rewarding to participate in the review process. This instruction is meant to serve as a tool for external reviewers and members of the panel and provides guidelines on how the process works.

Aim and requirement of the call

Through the Tage Erlander visiting professorship, an internationally prominent foreign researcher may spend 6-12 months at a university, higher educational institution or research institute in Sweden. A grant amount of up to 1 900 000 SEK including indirect costs may be applied for to finance salary costs including social security contributions and insurance, rent of housing and travel. In addition, a grant of up to 500 000 SEK including indirect costs may be applied for to finance a junior researcher (doctoral student or postdoc), to be associated with the visiting professorship. The professorship shall start during 2020.

The researcher proposed for the visiting professorship shall be the holder of a professorship or corresponding at the time of the application, and must not already be active in Sweden. The application for the grant must be made by a Swedish university or higher education institution (HEI) that has been approved as an administrating organization for grants from the Swedish Research Council.

For more information please see the [call text](#).

Electronic system “Prisma”

The Prisma system is the online application, reviewing and grant management system used by the Swedish Research Council. All information related to the review process are collected in a single place in Prisma and on the Prisma Bulletin Board. You can access the system online at <https://prisma.research.se/>. If you have any questions about the system and cannot find the answer in [Prisma's user manual](#), kindly contact your allocated research officer from the Swedish Research Council.

Report conflict of interest

In order to avoid conflict of interest situations in the review process, the Swedish Research Council has established strict internal guidelines. All reviewers are

obligated to report conflicts of interest in relation to the applications appointed in Prisma. In case of uncertainty, you should consult the Swedish Research Council personnel, so that another reviewer can be appointed. The conflict of interest policy can be downloaded from [here](#).

Gender equality

The Swedish Research Council aims to promote gender equality throughout its field of activity. The Board has decided on a strategy for gender equality, which can be downloaded from [here](#). The overall principle for the review work is that gender shall not cause any bias in the quality assessment of an application and it is of importance that this is considered throughout the review process. Self-reflection is an important tool to avoid the introduction of bias in the evaluation process.

The review process

Once all conflicts of interest have been registered, the applications will be distributed to the reviewers. Each application will be reviewed and graded by two external reviewers who individually assess and grade the applications they have been allocated. The grading should be accompanied by a written motivation for each grade stating the strengths and weaknesses. The individual assessments will form the basis for the panel's suggestion for prioritization.

Assessment of the applications

The evaluation of the applications should be performed using the following criteria:

1. The proposed guest professor's scientific merits and position internationally:

Guiding questions:

- How significant are the scientific merits of the guest professor in relation to the suggested research area?
- How scientifically eminent is the guest professor internationally?

2. Relevance to the call: Motivation of the stay, in particular how the guest professor can contribute to the development of the host institution and more generally of research in Sweden within the scientific area.

Guiding questions:

- What competence is the guest professor expected to bring to the host institution? How probable is it that the guest professor will contribute to the development of the research at the host institution?

- How well is the research plan formulated regarding the quality and scope of the guest professor's contribution to the host institution, as well as other institutions in Sweden? How well are the suggested activities motivated?
- How will the guest professor contribute to the development of the scientific area in general in Sweden?
- What is the quality of the suggested research program and how relevant is it to the scientific area?
- Will a young scientist be associated to the guest professorship? If so, how will the young scientist contribute to the research program?

The assessment of the two criteria is made on a seven-grade scale.

The seven-grade scale

OUTSTANDING 7

Exceptionally strong application with negligible weaknesses

EXCELLENT 6

Very strong application with negligible weaknesses

VERY GOOD TO EXCELLENT 5

Very strong application with minor weaknesses

VERY GOOD 4

Strong application with minor weaknesses

GOOD 3

Some strengths, but also moderate weaknesses

WEAK 2

A few strengths, but also at least one major weakness or several minor weaknesses

POOR 1

Very few strengths and numerous major weaknesses

Review panel meeting

An appointed review panel within the topic of the call will meet to discuss and prioritize the applications taking into consideration the statements from the external

reviewers. The motivation for the decision should reflect the review panel's discussion.

Decision

The Scientific Council for Natural and Engineering Sciences will make the formal decision of funding. The decision of the Scientific Council will be based on the priority list produced by the review panel. The decision will be published shortly after the decision, on the website vr.se and in Prisma.