

SciLifeLab infrastructure and SciLifeLab Group Leaders are invited to apply for financial support for a SciLifeLab event in 2026.

The overall mission for SciLifeLab is to enable life science research in Sweden beyond what is possible for an individual researcher, an individual university, or an individual research discipline.

Therefore, SciLifeLab aims to support events within the scope of our fields of research, open to participants from all over Sweden, and that will contribute to one or several of our strategic objectives (<https://www.scilifelab.se/roadmap-2020-2030/>).

We aim to encourage collaboration among and between SciLifeLab infrastructure and researchers, as well as with external organizations, and increase awareness of SciLifeLab to the broader research community in Sweden and abroad. A SciLifeLab infrastructure platform/unit or a SciLifeLab Group Leader must be the organizer or a visible co-organizer.

Contact: events@scilifelab.se

What we offer

- Fund up to 50% of a realistic budget cost, but no more than 100,000 SEK for one event.
- Advertise the SciLifeLab event on <https://www.scilifelab.se/events/>
- Advertise the event in the newsletter, on SciLifeLab digital screens, and via e-mail.
- Provide a participant registration system that gives the organizers real-time updates about registration, including an event evaluation tool. This does not include handling registration fees.
- Provide advice regarding event project management, project plan, and general tips to the organizing committee.

We expect the event organizers to provide us with the necessary information, i.e., speakers, event dates, program, etc., at least 90-60 days before the event.

The organizers are responsible for all other tasks not mentioned above. They must have one person responsible for being the contact person for the SciLifeLab Operations Office. We will stay in touch throughout the process to facilitate a well-organized event for organizers and participants.

Note: The main organizer's department should be the recipient of all invoices, pay all costs, and maintain financial control. The main organizer will set up one specific project number for the event at their university department, from which costs can be paid in advance.

Reporting and receiving the funds: After the event, the main organizer will complete a report form with the event info, number of participants and attach the program, financial outcome, and a short event evaluation to the SciLifeLab Operations office (Anna Lidin and Erika Erksam) before sending an invoice to KTH/SciLifeLab for the granted sum (or the actual costs, if the event was less expensive than expected). The event should be reported by the end of 2026 or, if the event took place at the end of the year, before March 2027.

Criteria to apply for SciLifeLab Event support

To receive SciLifeLab event support, the event **must**:

- Be organized by one or more members from a SciLifeLab infrastructure platform/unit or a SciLifeLab Group Leader.
- Focus on SciLifeLab research areas and SciLifeLab technologies.
- Have a national focus, and accept participants from all over Sweden.
- Be organized in Sweden.
- Demonstrate an engagement in gender balance in the organizing committee and among speakers.
- Have co-funding for the event.
- Prominently feature SciLifeLab in advertisements (nationally) and during the event.
- Be at least a full-day (or equivalent, such as lunch-to-lunch) event.

To receive SciLifeLab event support, the event **is encouraged to**:

- Have a geographical distribution of speakers
- Be a collaborative organization among and between SciLifeLab infrastructure and researchers, or with an external organization.
- Involve relevant SciLifeLab platforms/units in the meeting
- Include “user case” speakers from all over Sweden in infrastructure-organized events.
- Be an interdisciplinary meeting.

Important dates

- Application opens: May 27, 2025
- Application closes: October 7, 2025, at 13:00.
- Announcement and notification to Applicants: November 14, 2025

Application

Documents to include with the application

A1: Event budget

Realistic assessment of costs, i.e., venue, food, travel costs, and accommodation for speakers.

Download Event_Budget_template from the Anubis portal

Frequently asked questions

Who is qualified to be an organizer of an event?

Any member of a SciLifeLab infrastructure or a SciLifeLab Group Leader is qualified to apply for support.

What additional tasks are organizers of supported national events expected to undertake?

Below are examples of activities that the organizers need to undertake. Set the program with confirmed speakers and titles, as well as travel and hotel arrangements. Book the venue, arrange lunches and fika, prepare name tags and printed materials, handle on-site registration, coordinate exhibitions, and manage on-site logistics.

What amount of financial support can be received?

SciLifeLab will cover up to 50% of the costs for an event based on a realistic budget provided by the organizers. However, the financial support from SciLifeLab will not exceed 100 kSEK for one event.

How is the funding transferred?

The main organizer will set up one specific project number for the event at their university department, from which costs can be paid in advance. After the event, the main organizer will send a Report (including a list of participants, program, financial outcome, and a short event evaluation) to the SciLifeLab Operations office (Anna Lidin and Erika Erksam) before sending an invoice to KTH.

Who has the economic responsibility for the event?

The primary organizer, which is the department of the main organizer, will take full responsibility for the event, including financial obligations.

Can industry sponsors cover certain costs?

Yes, SciLifeLab supports approaching industry partners for sponsoring events. The sponsoring needs to be in accordance with university regulations. Please get in touch with your university for policies regarding sponsoring.

Can my Infrastructure unit outreach event qualify for this support?

Yes. As an Infrastructure unit, you can apply for support for organizing a workshop, symposium, or similar at SciLifeLab or another location. You are encouraged to invite local and national users of the infrastructure (“user cases”) to be part of the program.

Can a seminar series apply for support?

Yes. SciLifeLab organizes several seminar series and encourages networking seminars. However, this event call is not intended for seminar series that already have national funding. Please note that the total number of lecture hours needs to be equivalent to a full-day conference.