

**COST Action CA17128**  
**Continuous Call for Short Term Scientific Missions (STSM)**  
**and Inclusiveness Target Countries (ITC) Conference**  
**Grants Applications**  
**4th Grant Period**

for Missions taking place from 01 January until 31 August 2022

All activities must occur entirely within the period specified above.  
Applications will be evaluated in order of arrival according to the specific regulations of STSM  
and ITC Conference Grants

**Important deadlines:**

**STSM:**

**Deadline for applications to be submitted:** applications will be evaluated in order of arrival and will be accepted until 31-May-2022.

**Notification of application outcome:** maximum 15 days after application

**Period of STSM:** 01-January-2022; 31-August-2022

**Submittal report and financial claim:** 30 days from the completion of the STSM at latest 15-September-2022

**ITC Conference Grants:**

**Deadline for applications to be submitted:** applications will be evaluated in order of arrival and will be accepted until 31-May-2022

**Notification of application outcome:** maximum 15 days after application

**Period accepted for the conference:** 01-January-2022; 31-August-2022

**Submittal report and financial claim:** 30 days from the completion of the conference at latest 15-September-2022

***DISCLAIMER: Due to the current COVID-19 situation, requests for STSMs and ITC grants can only be granted under specific conditions taken into account maximum measures to ensure coverage of costs in case the mission or event cannot be taken place.***

## Short Term Scientific Missions (STSM)

### Purpose of a Short-Term Scientific Missions (STSM)

Short Term Scientific Missions (STSM) are institutional visits aimed at supporting individual mobility, fostering collaboration between individuals. STSM applicants must be engaged in an official research programme as a PhD Student or postdoctoral fellow or can be employed by, or affiliated to, an institution, organisation or legal entity which has within its remit a clear association with performing research. **STSMs should be aligned and contribute to the scientific objectives of the COST Action 17128 - LIGNOCOST.** Detailed information on applicant's eligibility, rules and other issues can be found in the "COST Vademecum (May 2020)" and "STSM User Guide" files. Some critical information is also provided below:

- The financial support from COST is a contribution to the overall expenses incurred during the STSM and may not necessarily cover all of the associated outgoings. Financial support is limited to cover travel, accommodation and meal expenses and is paid in the form of a Grant.
- STSMs must have a minimum duration of 5 calendar days including travel.
- The following funding conditions apply and must be respected:
  1. up to a maximum of EUR 3,500 in total can be afforded to each successful STSM applicant;
  2. up to a maximum of EUR 160 per day can be afforded for accommodation and meal expenses;
- STSM activities must occur in their entirety within the dates specified in this call (**01/01/2022 – 31/08/2022**).

For this specific the GP3, the Management Committee of COST Action CA17128 had allocated a total budget of 30 kEuros for an indicative number of 12-15 STSMs. The amounts granted for each individual STSM will be determined during the evaluation process by the STSM Committee, consisting by the STSM coordinator and MC core members.

The **approval of applications** will be based on:

- i. the scientific scope of the STSM application which must support the implementation of the overall scientific objectives of the Action, as described in its Memorandum of Understanding (MoU).
- ii. the applicant's background and motivation.
- iii. priority will be given to PhD students.
- iv. other factors will be also considered, such as gender balance, enabling Early Career Investigators (ECI), broadening geographical inclusiveness, and equilibrium between WG.

### How to apply for an STSM:

Interested researchers can apply by following the directions provided below and submitting their application and supporting documents on-line via the COST platform to the STSM Coordinator: **Prof. Filomena Barreiro**. **After selection**, the applicants will be notified.

### The application process is as follows:

1. All applicants must carefully read the STSM rules detailed in Section 7 of the *COST Vademecum* (<http://www.cost.eu/download/COSTVademecum>) and in the STSM User Guide ([www.cost.eu/STSM\\_userguide](http://www.cost.eu/STSM_userguide)).
2. All eligible applicants must create a complete e-COST profile (adding also their bank account details) at the same time as their online STSM application at: [www.cost.eu/STSM](http://www.cost.eu/STSM). Applicants who already have an e-COST profile may apply for an STSM by logging in e-COST and clicking on "STSM Application" on the menu available on the left.

3. The applicants will be able to download their Grant Notification Letter through the same portal ([www.cost.eu/STSM](http://www.cost.eu/STSM)) as soon as the application is approved.
4. The application will then be assessed by the formally delegated STSM Committee based on the expected contribution to the scientific objectives of the Action and the remaining criteria described above.
5. The applicant will be formally notified of the outcome of their STSM application by e-COST system.
6. After the completion of the STSM, the applicant must submit a scientific report to the Host institution ([http://www.cost.eu/STSM\\_report\\_template](http://www.cost.eu/STSM_report_template)) and must acquire an official acceptance letter/E-mail confirmation of acceptance from a senior Researcher affiliated to the Host institution formally accepting the scientific report. Both documents (Scientific report and Letter of acceptance) should be uploaded at e-COST within **30 days** from the completion of the STSM, but no later than 15 September 2022.

Failure to submit the scientific report within 30 days from the end date of the STSM, and exceeding the maximum deadline of 15 September 2022, **will effectively cancel the Grant**.

*(Please note that the COST Association can request additional information to substantiate the information contained within the documents submitted by STSM applicants).*

## Inclusiveness Target Countries (ITC) Conference Grants

### Purpose of a ITC Conference Grant

ITC Conference Grants aim at supporting PhD students and ECI researchers (an individual who is within a time span of up to 8 years from the date he/she obtained the PhD/doctorate (full-time equivalent)) from ITC country, to attend international (preferably European) science and technology conferences related to the scientific objectives of the COST Action 17128 - LIGNOCOST. More information on applicant's eligibility, rules and other issues can be found in the attached "COST Vademecum (May 2020)" and "ITC Conference Grants User Guide" files. Some critical information is also provided below:

**Which countries are considered as ITC?** Bosnia-Herzegovina, Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Hungary, Lithuania, Latvia, Luxembourg, Malta, Montenegro, Poland, Portugal, Romania, Slovenia, Slovakia, the former Yugoslav; Republic of Macedonia, Republic of Serbia and Turkey.

#### The following funding conditions apply and must be respected:

1. Up to a maximum of EUR 2500 in total can be afforded to each successful applicant.
2. Up to a maximum of EUR 160 per day can be afforded for accommodation and meal expenses.
3. Up to a maximum of EUR 500 can be claimed for the conference fees to be incurred by the selected Grantee.
4. Documentary evidence of the conference fee amount shall be provided by the applicant. Multiple applications to several Actions by the same person to attend the same conference is forbidden.

Conference activities must occur in their entirety within the dates specified in this call (**01/01/2022 – 31/08/2022**).

For this specific the GP3, the Management Committee of COST Action CA17128 had allocate a total budget of **1710 Euros** for an indicative number of 1-2 ITC Conference Grants. The amounts granted for each applicant will be determined during the evaluation process by the ITC Conference Grants Committee, consisting by the ITC Conference Grants coordinator and MC Core Members.

The **approval of applications** will be based on:

- i. the scientific scope of the conference which must support the implementation of the overall scientific objectives of the Action, as described in its Memorandum of Understanding (MoU).
- ii. the applicant's background and motivation.
- iii. priority will be given to PhD students.
- iv. other factors will be also considered, such as gender balance, enabling Early Career Investigators (ECI), broadening geographical inclusiveness, and equilibrium between WG.

### **How to apply for an ITC conference grant:**

Interested researchers can apply by following the directions provided below and submitting their application and supporting documents on-line via the COST platform to the ITC Conference Grants Coordinator: **Dr. Marta Goliszek, at latest by 31-May-2022 for conferences occurring no later than 31 August 2022. After selection**, the applicants will be notified by the e-COST system.

### **The application process is as follows:**

1. The ITC Conference Grant applicant submits a proposal via e-COST (including motivation letter, conference abstract, and the name and topic of the conference).
2. The ITC Conference Grant Coordinator checks the proposal for formal eligibility.
3. The procedure is evaluated by Core Group Members and the Grant Holder hold the right to propose a reduction of the requested amount based on the Conference fees, duration and relative cost of living at the host country, and/or budget constraints.
4. The applicants will be able to download their Grant Notification Letter through e-COST as soon as the application is approved.
5. The ITC Conference Grant applicant formally accepts the approved grant by sending a confirmation email to the ITC Conference Grant Coordinator.
6. After the granted conference, the Grantee has to submit a certificate of attendance to the ITC Conference Grant Manager of the Action and the Action's Grant Holder.

Failure to submit the a certificate of attendance within 30 days from the end date of conference attendance, and exceeding the maximum deadline of 15 September 2022, **will effectively cancel the Grant.**

***(Please note that the COST Association can request additional information to substantiate the information contained within the documents submitted by ITC Conference Grant applicants).***