MedCyclones Grant Awarding

CALL for the 3rd Grant Period

The **European Network for Mediterranean cyclones in weather and climate** - **MedCyclones** (COST Action CA19109) opens the **Grant Awarding Call for the 3rd Grant Period (ending 31 October 2023).**

A. Short Term Scientific Missions (STSM)[1]

1. PURPOSE OF STSM

Short Term Scientific Missions (STSM)

- *support capacity building and transfer of knowledge through bilateral/multilateral collaborations;*
- *support specific / general topics that can help achieving the Action MoU objectives and deliverables (research coordination);*
- *are very flexible and inclusive networking activities crucial to establish new collaborations or reinforce existing collaborations across disciplines and different sectors (e.g., academia and industry / SMEs) with possible impact on career development;*
- *typical outcomes are spin-off publications and (funded) projects that contribute to the visibility and impact of the COST Actions, encouraging other researchers to join.*

2. STSM ELIGIBILITY RULES

*A Short Term Scientific Mission consists of a visit to a host organization located in **a different country than the country of affiliation** by a **Researcher or Innovator** for the specific work to be carried out and for a determined period of time.*

The Grant applicant(s) are Action participants with a primary affiliation to a legal entity located in a COST Full or Cooperating Member country, a COST Near Neighbour Country or a European RTD Organisation.

In the framework of MedCyclones COST Action, for an STSM to be eligible, it should specifically contribute to the objectives of the Action.

3. IMPORTANT DATES

In the **3rd MedCyclones STSM Call**, applications will be processed during the entire Grant Period. There is no application deadline, except that

- the application needs to be submitted **at least four weeks before** the expected starting date through e-COST (https://e-services.cost.eu/activity/grants/add?type=STSM);
- the entire STSM must take place within one Grant Period and always within the Action's lifetime;
- all STSMs should be completed before **10 October 2023.**

Applicants are however encouraged to apply as early as possible, since **STSMs are evaluated on a first-come, first-served basis**.

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[1] Text in *italics* is from the Annotated Rules for COST Actions; Before applying, all applicants must carefully and completely read **Annex 2 of the** Annotated Rules for COST Actions.

4. FINANCIAL SUPPORT OF STSM

STSM Grants are providing a contribution for travelling, accommodation and subsistence expenses, implementation of the project, delivery of the report to the COST Action MC and overall effort. STSM Grants do not necessarily cover all expenses related to undertaking a given mission. Up to a maximum of EUR 4 000,00 in total can be afforded per grant.

Grants are paid by the Grant Holder after the completion of the activity and approval of all required report/documentation. STSM grantees can request up to 50% pre-payment of the approved grant. This amount is subject to availability of the funds and approval by the Grant Holder Institution.

The MedCyclones STSM Grant takes into consideration the budget request of the applicant and the outcome of the evaluation of the STSM application. STSM Grants do not necessarily cover all expenses but they are a contribution to the overall travel, accommodation, and meal expenses of the Grantee. The calculation of the financial contribution for each STSM shall respect the following criteria:

There is **no maximum duration** for the STSM. However, please note that **the approved budget is subject to the available total budget, the number of the approved applications and the outcome of the evaluation. The applicant will be informed about the approved budget prior to the final import of the STSM.**

5. HOW TO APPLY

Applications shall be submitted online in e-COST using dedicated forms available (https://e-services.cost.eu/activity/grants/add?type=STSM). In this regard applicants are informed that their application can be accessed by the holders of leadership positions and any evaluation committees in the Action for evaluation purposes.

Applicants must upload their CV to their e-COST profile. This information will be visible to the holders of leadership positions and any evaluation committees in the Action for evaluation purposes.

The content of the application for STSM shall include:

To be filled in e-COST:

- *Title*
- *Start and end date (within the active Grant Period);*
- *Budget requested by the applicant;*
- *Information about the host institution and contact person.*

To be uploaded to e-COST:

- *Application form (template available on e-COST) describing: Goals, description of the work to be carried out by the applicant, expected outcomes and description of the contribution to the Action MoU objectives;*
- *Confirmation of the host on the agreement from the host institution in receiving the applicant;*
- *Other documents required by the Action (e.g. recommendation letter, etc...)*

Specifically, eligible applicants shall follow these steps:

- Obtain an **Invitation Letter** from the **Host Institution**, describing the work plan and the period of visit.

- Submit the STSM application online at **https://e-services.cost.eu/activity/grants**, selecting **Apply for New Grant** and then **Short-Term Scientific Mission Grant.**

- In the platform the applicant should provide:

  - **the STSM title** and **Start and End Date** and **Requested Budget**

  - **the application form** following this template https://www.cost.eu/STSM_GrantApplication. The application form includes the following **components**:

    1. Goals of the STSM
       Purpose and summary of the STSM.
    2. Working Plan
       Description of the work to be carried out by the applicant.
    3. Expected outputs and contribution to the Action MoU objectives and deliverables.
       Main expected results and their contribution to the progress towards the Action objectives (either research coordination and/or capacity building objectives) and deliverables.

  - Additionally, the following information are required for the submission:

    - Budget request and justification that should **reflect the duration and location of the STSM**
    - CV (including a list of academic publications - if applicable), which will be uploaded anyway in the e-cost platform when you create an e-cost account
    - Letter of **support** from the **Home Institution**
    - The written agreement from the **Host Institution** that the STSM applicant can perform the activities detailed in the STSM work plan on the agreed dates

The applicants will get a confirmation e-mail for their successful reception of their application from the e-cost platform.

6. EVALUATION PROCEDURE AND SELECTION OF APPLICANTS

The applications will be evaluated by the Grant Awarding Coordinator and Committee on behalf of the Action MC.

The results will be communicated to the applicants **within two weeks** after the submission. Specifically:
- The eligible applications will be evaluated and graded by each member of the Committee and all grades will be summed up.
- The scientific scope, motivation of the STSM, and relevance to MedCyclones research, as derived from the **components** of the **application form** will be evaluated. Each component will get a grade from 1 to 5 (Very poor to Excellent).

Please note that high priority will be given to STSM proposals that strongly promote the MedCyclones COST Action, either by pushing forward the current initiatives or by leading to new initiatives.

Special considerations with respect to supporting COST policies on **promoting gender balance, enabling Early Career Investigators (ECI), broadening geographical inclusiveness** will be taken into account.

7. REPORTING AND REIMBURSEMENT

- *Once the activity has ended, the grantee submits the required reports and relevant documentation in e-COST within 30 days after the end date of the activity or 15 days after the end of the Grant Period, whichever date comes first.*
- *Claims the payment of the grant via e-COST;*
- *The required report/documentation for claiming an STSM Grant is a Report to the Action MC on the **work developed**, main achievements of the STSM and planned future follow-up activities.*
- *Grants are paid by the Grant Holder after the completion of the activity and approval of all required report/documentation. However, STSMs grantees may request up to 50% pre-payment of the approved grant. This amount is subject to availability of funds and approval by the Grant Holder Institution.*

The MedCyclones STSM Grantee has **30 calendar days from the end date of the mission to submit the scientific report**. However, in any case, **the scientific reports must be submitted before 10 October 2023**.

The template for the final report can be found here: https://www.cost.eu/STSM_Report

In addition to the scientific report, **the Grantee is required to prepare a communication activity for a larger audience that will be published in the MedCyclones website.** For the type and the preparation of the communication activity, the Grantee will be in contact with the **Grant Coordinator Dr. Maria Hatzaki** (marhat@geol.uoa.gr).

Payment of the Grant is subject to the STSM scientific report being approved by the Grant Awarding Committee and the Host Institution.

8. OTHER

For more information, please visit

- https://www.cost.eu/uploads/2022/12/COST-094-21-Annotated-Rules-for-COST-Actions-Level-C-V1.3.pdf and consult the COST Annotated Rules for a detailed description of the regulations and procedures.
- https://www.cost.eu/uploads/2021/12/Grant-Awarding-userguide.pdf for the Grant awarding process and implementation

B. Virtual Networking Support Grant (VNS) - Virtual Mobility Grants (VM)[2]

1. Scope & Eligibility

Virtual Networking Tools aim to introduce two new types of Grants to build capacity and spread the uptake of virtual collaboration across different research communities:

1. *Virtual Networking Support (VNS) Grants, to promote virtual collaboration as a complement to traditional ways of collaboration within the research and innovation communities.*
2. *Virtual Mobility (VM) Grants, to strengthen the existing networks by allowing scientists to foster collaboration in a virtual setting, to exchange knowledge, learn new techniques, disseminate the Action results, etc.*

2. Criteria

Applicant(s) are Action participants with a primary affiliation to an institution located in a COST Full or Cooperating Member country or MC Observers from a COST Near Neighbour Country.
1. Virtual Networking Support (VNS) Grants: The applicant(s) shall be prepared to develop a virtual networking strategy and coordinate the call for expression of interest for the Virtual Mobility Grants.
2. Virtual Mobility (VM) Grants: The applicant(s) shall inform the MC about the aim of the VM Grant and how its outcomes will generate benefits to the Action.

3. Financial support

1. Virtual Networking Support (VNS) Grants: A financial contribution of up to EUR 4 000 can be awarded per Grant Period.
2. Virtual Mobility (VM) Grants: A maximum of 6 Virtual Mobility Grants per Action per Grant Period can be awarded. Each VM Grant cannot exceed EUR 1 500. The grant does not necessarily cover all expenses related to undertaking the virtual mobility activity. The grantee must also ensure they have the required technical material/equipment and infrastructure to carry out the activities proposed in their application to the grant.

4. Application procedure

Virtual Networking Support (VNS) Grants*:*
The application shall include the following information:
- A description of how the COST Action can benefit from developing virtual networking activities
- A proposal for the strategy on virtual networking, including an approach for coordinating VM Grants (where relevant). **VNS template***: https://www.cost.eu/VNS_GrantApplication*

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[2] Text in *italics* is from the Annotated Rules for COST Actions; Before applying, all applicants must carefully and completely read **Annex 2 of the** Annotated Rules for COST Actions.

Virtual Mobility (VM) Grants:

The application (template: https://www.cost.eu/VM_GrantApplication) shall include the following information:

- Main objective of the Virtual Mobility Grant.

- Working Plan: Description of the collaborative initiative to be implemented.

- List of participants of the collaborative initiative (short description of their expertise and contribution).

- Main expected outputs

- Contribution to the COST Action Strategy

Applications will be processed all year round, except that the VSN has to take place within one Grant Period. The VM application needs to be submitted **at least four weeks before the expected starting date**. Applicants are, however, encouraged to apply as early as possible, since applications are evaluated on a first-come, first-served basis.

5. Evaluation of applications

Virtual Networking Support (VNS) Grants: The Action Chair can approve/reject the application on behalf of the MC. Once approved, the VNS grantee will be appointed as VNS manager.

Virtual Mobility (VM) Grants: The VM application is reviewed and approved/rejected by the VNS manager on behalf of the MC. The Action Chair acts as default VNS manager.

In MedCyclones, the Grant Awarding Coordinator and Committee evaluate VNS and VM Grants on behalf of MC. The selection of grantees will be based on contributions to the overall objectives of MedCyclones and the implementation of the COST Excellence and Inclusiveness Policy.

6. Submission of the report

Virtual Networking Support (VNS) Grants: The deadline to submit the report is 15 calendar days from the end of the grant period. **VNS report template**: https://www.cost.eu/VNS_Report

Virtual Mobility (VM) Grants: The report shall include the description of the outcomes and achieved outputs, description of the benefits to the COST Action Strategy, description of the virtual collaboration (including constructive reflection on activities undertaken, identified successful practices and lessons learned). The **deadline** to submit the report is **30 calendar days from the end date of the activity for the VM Grant**. **VM report template**: https://www.cost.eu/VM_Report

7. Useful Documents

For more information, please visit

- https://www.cost.eu/uploads/2022/12/COST-094-21-Annotated-Rules-for-COST-Actions-Level-C-V1.3.pdf and consult the COST Annotated Rules for a detailed description of the regulations and procedures.
- https://www.cost.eu/uploads/2021/12/Grant-Awarding-userguide.pdf for the Grant awarding process and implementation

C. ITC Conference Grants[3]

1. Scope & Eligibility

ITC Conference Grants aim to provide financial support to **young researchers and innovators** *from COST Inclusiveness Target Countries (ITC) and Near Neighbour Countries (NNC) for attending and presenting their work (poster/oral presentation) at a conference. It covers expenses related to conference attendance, including travelling, accommodation and subsistence expenses, conference registration fees or printing of scientific posters.*

2. Criteria

Applicants are **young researchers and innovators (≤40 years old)** with a primary affiliation to an Institution located in a COST ITC or NNC. The eligible countries are listed in the COST Country and Organisations Table (https://www.cost.eu/uploads/2022/11/Annex-I-level-A-Country-and-Organisations-Table-Version-1.4.pdf). The conference must take place in its entirety within the active Grant Period and within the Action's lifetime.

3. Financial support

A financial contribution of up to EUR 2 000,00 can be awarded per Grant Period for face-to-face conferences or EUR 500,00 for virtual conferences. The amount awarded should reflect the duration and location of the conference and the actual conference fee. Grants are paid by the Grant Holder after the completion of the activity and approval of required reports and documentation.

4. Application procedure

Application shall be submitted online in e-COST using dedicated forms. Applicants are informed that their application can be accessed by the holders of leadership positions and any evaluation committees in the Action for evaluation purposes. Applicants must upload their CV to their e-COST profile. This information will be visible to the holders of leadership positions and any evaluation committees in the Action for evaluation purposes.
- *To be filled in e-COST:*
  - *Title of the accepted oral or poster presentation*
  - *Conference title, date (within the active Grant Period) and country*
  - *Budget requested*
  - *Attendance Type (face-to-face or virtual)*
- *To be uploaded to e-COST:*
  - *Application form (template available on e-COST) describing: Relevance of the conference topic to the Action and Motivation describing the potential for impact on the applicant's career*
  - *Copy of the abstract of the accepted oral or poster presentation*

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[3] Text in *italics* is from the Annotated Rules for COST Actions; Before applying, all applicants must carefully and completely read **Annex 2 of the** Annotated Rules for COST Actions.

- *Acceptance letter from the conference organisers*
- *Other documents required by the Action (e.g., recommendation letter, etc...)*

The conference start *and* end date shall fall within the active Grant Period. The ITC Conference Grant application needs to be submitted **at least four weeks before the starting date of the conference**. Applicants are, however, encouraged to apply as early as possible, since applications are evaluated on a first-come, first-served basis.

5. Evaluation of applications

The Grant Awarding Coordinator and Committee evaluate the ITC Conference Grant applications on behalf of the MC. In case of conflict of interest, the committee member(s) involved are replaced by the Chair and/or co-Chair of the Action. The selection of grantees will be based on contributions to the overall MedCyclones objectives and the implementation of the COST Excellence and Inclusiveness Policy. The amount granted will be based on the requested budget and the funds available in the overall MedCyclones budget.

6. Submission of the report

The grantee submits the required reports and relevant documentation in e-COST within 30 days after the end date of the conference or 15 days after the end of the Grant Period, whichever date comes first.
- *The required report/documentation for claiming a ITC Conference Grant is*
- *Report to the Action MC on the activities during the conference.*
- *The certificate of attendance,*
- *The programme of the conference or book of abstracts/proceedings indicating the presentation of the grantee copy of the given presentation (oral or poster)*
Grants are paid by the Grant Holder after the completion of the activity and approval of required report/documentation.

Besides detailing the activities during the conference in this report, it is equally important to present the importance of the conference attendance in terms of personal development, networking, and capacity building (*e.g.*, collaborations).

7. Useful Documents

For more information, please visit

https://www.cost.eu/uploads/2022/12/COST-094-21-Annotated-Rules-for-COST-Actions-Level-C-V1.3.pdf
and consult the COST Annotated Rules for a detailed description of the regulations and procedures.

https://www.cost.eu/uploads/2021/12/Grant-Awarding-userguide.pdf for the Grant awarding process and implementation

D. Dissemination Conference Grants (DCG)[4]

1. Scope & Eligibility

A Dissemination Conference Grant (DCG) supports presentations of the work of the Action at high-level conferences by an Action participant, allowing to increase visibility of the Action in the research community and attract additional participants and stakeholders. The Dissemination Conference Grantee receives financial support for attending and presenting the Action, their activities, and results (oral presentation) at a conference and/or for developing new contacts and potential future collaborations.

2. Criteria

The conference needs to take place in its entirety within the active Grant Period and always within the Action's lifetime. The Grant Period of runs from the beginning of November until the end of October of the following year. The current Grant Period ends on October 31, 2023.

3. Financial support

A financial contribution of up to EUR 2 000,00 can be awarded per Grant Period for face-to-face conferences or EUR 500,00 for virtual conferences. The amount awarded should reflect the duration and location of the Conference and the actual conference fee. Grants are paid by the Grant Holder *after* the completion of the activity and approval of required reports and documentation.

4. Application procedure

Applications shall be submitted online in e-COST using dedicated forms. Applicants are informed that their application can be accessed by the holders of leadership positions and any evaluation committees in the Action for evaluation purposes.
Applicants must upload their CV to their e-COST profile. This information will be visible to the holders of leadership positions and any evaluation committee is in the Action for evaluation purposes

To be filled in e-COST:

- *Title of the accepted oral or poster presentation*
- *Conference title, date (within the active Grant Period) and country*
- *Budget requested*
- *Attendance Type (face to face or virtual)*

To be uploaded to e-COST:

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[4] Text in *italics* is from the Annotated Rules for COST Actions; Before applying, all applicants must carefully and completely read **Annex 2 of the** Annotated Rules for COST Actions.

• *Application form (template available on e-COST) describing: Relevance of the conference topic to the Action and Motivation describing the potential for impact on the applicant's career*
• *Copy of the abstract of the accepted oral or poster presentation*
• *Acceptance letter from the conference organisers*
• *Other documents required by the Action (e.g., recommendation letter, etc...)*

The conference start *and* end date should fall within the active Grant Period. The Dissemination Conference Grant application needs to be submitted **at least four weeks before the starting date of the conference**. Applicants are, however, encouraged to apply as early as possible, since applications are evaluated on a first-come, first-served basis.

5. Evaluation of applications

The Grant Awarding Coordinator and Committee evaluate Dissemination Conference Grant applications on behalf of the MC. In case of conflicts of interest, the committee member(s) involved will be replaced by the Chair and/or co-Chair of the Action.

The selection of grantees will be based on contributions to the overall MedCyclones objectives and the implementation of the COST Excellence and Inclusiveness Policy. The amount granted will be based on the budget requested by the applicant, as well as the funds available for Dissemination Grants in the overall MedCyclones budget.

6. Submission of the report

The grantee submits the required reports and relevant documentation in e-COST within 30 days after the end date of the conference or 15 days after the end of the Grant Period, whichever date comes first.
The required report/documentation for claiming a Dissemination Conference Grant is
▪ *Report to the Action MC on the outcome of the presentation, contacts made and potential future collaborations. The template is here:* https://www.cost.eu/DisseminationConference_Report
▪ *The certificate of attendance*
▪ *The programme of the conference or book of abstracts/proceedings indicating the presentation of the grantee*
▪ *Copy of the given presentation*
Grants are paid by the Grant Holder after the completion of the activity and approval of required report/documentation.

7. Useful Documents

For more information, please visit
https://www.cost.eu/uploads/2022/12/COST-094-21-Annotated-Rules-for-COST-Actions-Level-C-V1.3.pdf
and consult the COST Annotated Rules for a detailed description of the regulations and procedures.
https://www.cost.eu/uploads/2021/12/Grant-Awarding-userguide.pdf for the Grant awarding process and implementation