

PROCEDURE TO APPLY FOR SHORT-TERM SCIENTIFIC MISSIONS (STSMs)

WHAT ARE STSMs?

Short-Term Scientific Missions (STSM) are institutional visits aimed at supporting individual mobility, *promoting collaboration between researchers*. STSMs allow scientists to learn from an institution or laboratory in another COST Country – a concept of particular interest to young scientists. In this instance STSMs facilitate researchers participating in COST Action CA18112 to go to an institution, organization or research centre in another participating COST Country to foster collaboration and to perform research. Participation of “Early Career Investigators” (ECI) in STSM is particularly encouraged.

Our Short-Term Scientific Missions aim to

- Widening the knowledge of the Action activities.
- Networking of the research groups working on similar topics.
- Offering familiarisation with unique equipment or new methods in one of the laboratories of the Action.
- Improving the knowledge of Early Career Investigators namely from the Inclusiveness Target Countries working in the field of mechanochemistry by offering them the possibility to visit advanced mechanochemical laboratories in more developed countries.

STSM – ELIGIBILITY RULES AND DURATION

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.

Min. one week (**5 working days**) up to max. 3 months. In exceptional circumstances, they may extend beyond **91 days**, but a strong rationale will need to be provided for this.

Relevance of the scientific mission to the COST Action

The applicant should detail how the proposal will contribute to the objectives and goals of the Action. Details on how he/she will concretely/actively contribute to the development of the Milestones, Deliverables and Objectives mentioned in the MoU (highlighting them in

reference to the specific WG he/she wishes to contribute to the scientific objectives of the Action (avoid 'niche projects'). The "working plan summary" must include a CV and should illustrate: **Aim & motivation** - Explain the scientific and/or other motivation for the STSM and what scientific and/or other outcomes you aim to accomplish with the STSM participation. **Techniques** - Detail what techniques or equipment you may learn to use (if applicable). **Planning** - Please detail the steps you will take to achieve your proposed aim. The clarity and rigour of the submission together with the scientific quality of the mission will also be evaluated.

Relevance of the mission for the applicant, the host and all relevant institution

In the application, the benefits for all parties should be drawn clearly, for example, use of equipment not available in the home institution; exchange of know-how; training. Requests related to projects already benefitting of EU grants (or developed in the frame of Erasmus programs) are not prioritized. **The exact points which the applicant wants to achieve within the frame and after the STSM should be described in detail (e.g. publications, submissions of common projects, etc.).**

Appropriate scale of financing.

The requested funds should be justified and adequate to cover the cost for transport [300 EUR for travel expenses, up to 500 EUR max)], accommodation and meal subsidies taking into account the cost of living of the host country [60-90 EUR/day for daily allowance, up to 160 EUR/day max]. Research costs are not covered. Extra costs such as personal insurance, civil liability insurance and bench fees, if requested by the host institution, should be justified. A STSM application can also be approved with a lower budget than the one originally requested.

Variations may apply depending on the cost of living in host country and WBP for each Grant Period (GP)

The proposal should be submitted on line *via* e-COST (STSM applications) and should not be **more than 2000 words** (min 1200 words), including references. The proposal has to indicate whether the STSM will generate a publication (already ongoing work needing some

experiments to be completed) or if it is a new project. Mentioning already ongoing grants is a must.

The STSM user guide describing the whole process from the application stage until the payment of the grant to the successful applicant can be found here: <https://www.cost.eu/wp-content/uploads/2018/11/STSM-userguide-for-website-Oct-2018.pdf>

Commitments after the STSM :

- Applicants must submit a detailed report within 1 month after the termination of STSM (mandatory) in the e-COST system. The submission after the deadline leads to Grant cancellation.
- The template for scientific report is provided by STSM coordinator upon request; the use of the template is **mandatory**.
- The applicant must send the report also to the STSM Coordinator (**mandatory**) who manages to upload it in a private area of COST Action CA18112 website;
- Successful applicants should write a feedback form at the public website of the Action (**mandatory**);
- Possibly share the experience on some medium of the Action (*e.g.* website, Twitter, etc.).
- If the STSM has generated attendance to a conference related to the action (during the STSM), in the form of oral or poster contribution, the scientific report has to include: a) For oral presentations, the official conference program with the name of the applicant listed as a speaker, included at the end of the report and referred to as ANNEX 1 (**mandatory**); b) The presentation (oral or poster) referred to as ANNEX 2 (**mandatory**);
- **The STSM grantee** is invited to share his/her results during the next Action meeting (*e.g.* WG meetings) ;
- STSM should **produce a joint publication** (or potentially leading to a publication in the midterm if a new collaboration is started).

- **Acknowledge COST and EU H2020 Programs** in presentation/posters, seminars etc.
Always use the official logos and visual identity (*see specific guidelines*).

OPEN CALL DEADLINES

A call for STSMs is now open until January, 31 2020 (collection date). This means that applications can be submitted any time until this date. The applications received will be then evaluated and STSMs will be awarded based on scientific merit and available budget.

For 2019/2020 7-8 STSMs are awarded.

WHOM TO CONTACT FOR MORE INFORMATION?

Short Term Scientific Missions Coordinator: *Dr. Matej Baláž - balazm@saske.sk*

Short Term Scientific Missions co-leader: *Prof. Andrea Porcheddu – porcheddu@unica.it*