

CIRCUL-A-BILITY COST ACTION CA19124

1st Call “Inclusiveness Target Countries (ITC) Conference Grants”

for Grant Period (GP1) from 1 November 2020 to 30 October 2021

Conference Grants (up to 1000 Euro) are aimed at supporting PhD students, PhD candidates, and ECI’s researchers from Participating ITC to attend related conferences not organized by the COST Action. The ITC Conference Grant is a fixed financial contribution which takes into consideration the budget request of the Applicant and the outcome of the evaluation of the application. Conference Grants do not necessarily cover all of the expenses related to participating in a given conference. A Conference Grant is a contribution to the overall travel, accommodation and meal expenses of the selected Grantee (see COST Vademecum).

Eligibility criteria

The Applicant’s primary affiliation in an institution located in an ITC (Inclusiveness Target Country: Albania, Bosnia-Herzegovina, Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Hungary, Lithuania, Latvia, Luxembourg, Malta, Moldova, Montenegro, Poland, Portugal, Romania, Slovenia, Slovakia, Republic of North Macedonia, Republic of Serbia and Turkey).

The Applicant must make an oral/poster presentation at the conference in question and must be listed in the official event/conference program. The main subject of the oral presentation / poster presentation / speech at the approved conference must be on the topic of the Circulability Action and must acknowledge COST (see COST Vademecum Section 9, page 33 <https://www.cost.eu/wp-content/uploads/2020/06/Vademecum-V8-1-May-20202.pdf>).

Attendance at European conferences is preferred. However, conferences held elsewhere can also be considered. The priority is always given to applications that are related to currently ongoing Working Groups, submitted by the WG members, and endorsed by the WG leaders. The submission for ITC GC should be made AFTER the abstract has been approved by the conference organizers. Applications for participation to online conferences are also accepted. In such a case, registration fees will be covered.

The attendance at the conference must start and end during the same Grant Period (GP). Considering the timeline of GP1, conference for which the Applicant is applying must end latest by the end of October 2021. Conferences with dates in November 2021 and later are not eligible for this call.

Ideally, the application should be submitted at least 45 days before the conference start date.

How to apply?

Applicants must read carefully the rules detailed in COST Vademecum.

To apply for a Conference Grant within the Circulability Cost Action, please send the following documents (in a single pdf file) to ITC Conference Grants Manager Krisztina R. Dörnyei (kdorneyi@ibs-b.hu) before the deadline (September 15 2021):

1. Applicants must register for an e-COST profile at <https://e-services.cost.eu/>;
2. filled ITC application form (max. 2 pages – see the form in Appendix);
3. the Applicant's CV, including recent publications (max. 1 page);
4. the abstract submitted to the conference and the most recent conference booklet or leaflet / conference program (especially if the Applicant is listed);
5. the invitation/acceptance letter from the Organizers (if available).

Reimbursement

The calculation of the financial contribution for each ITC Conference Grant must respect the following criteria:

1. Up to a maximum of EUR 1000 in total can be afforded to each successful ITC Applicant.
2. Up to a maximum of EUR 160 per day can be afforded for accommodation and meal expenses. When meal and accommodation expenses are supported by the hosting institution as part of the provisions offered in their conference package, the amount for subsistence afforded to each eligible participant must be deducted from the Grant.
3. Up to a maximum of EUR 500 can be claimed for the conference fees to be incurred by the selected Grantee.

Evaluation

After the deadline, the applications will be assessed by the ITC Conference Grant Committee, which will perform the scientific and budgetary assessment of the applications against the perceived contribution that the proposed conference participation will make against the scientific objectives outlined in the Action's Memorandum of Understanding (MoU). All applications will be ranked. Action Chair approves the applications that has been successfully pre-approved.

The Applicants will be notified for the outcome of their application within two weeks after the deadline.

Scientific report

It is expected that each ITC grantee will send a copy of their presentation/poster/paper including Circulability and COST logo to the ITC Conference Grants Manager of the Circulability

Action. It will be then disseminated using the official Circulability website, social media, etc. The material must be submitted 15 calendar days after the conference. Photographic material from the conference and presentation will be also requested (in front of the poster or during the talk), with tacit approval to use the picture in the web page and other dissemination materials from the Circulability Action. Failure to submit the scientific report within 30 calendar days from the end date of the conference will effectively cancel the Grant.

For any further questions please contact ITC Conference Grants Committee of the COST Action.

Members of the ITC Conference Grant Committee:

Krisztina R. Dörnyei (kdornyei@ibs-b.hu)

Ilke Uysal Ünalán (iuu@food.au.dk)

Matthijs Dekker (matthijs.dekker@wur.nl)

Appendix - ITC Conference Grant Application Form

Applicant:	- Name: - Affiliation: - Email: - Phone: - Country: - Category: ECI researcher / PhD student Note: (ECI = Early Career Investigator, a researcher within a time span of up to 8 years from the date they obtained their PhD/doctorate (full-time equivalent), see COST Vademecum)		
Conference:	- Name: - Website: - Topic: (provide the most relevant topic keywords) - Country:		
Dates:	From:	yyyy-mm-dd	
	To:	yyyy-mm-dd	
Requested budget:	Note: Please be reasonable in your estimations. Please consult the budget rules in the COST Vademecum .		
	Conference fee (max. 500 Euro):	_____ Euro	
	Estimated travel costs:	_____ Euro	
	Stay and meals (max. 160 Euro/day)	_____ Euro	_____ Euro/day
	Total amount (max. 1000 Euro):	_____ Euro	
The title of the presentation/paper:			
List of authors (with affiliations):			
Abstract:			

Describe the importance of the conference, and how the contents of your presentation/paper relate to the Circularity Action, and explain why is it important to your research:

A short description of your involvement in this COST Action: