



## **COST Action CA16109 “Chemical On-Line cOmpoSition and Source Apportionment of fine aerosoL” (COLOSSAL)**

**1<sup>st</sup> open call for Short Term Scientific Missions (STSM) applications for missions occurring between Oct. 15, 2017 and Apr. 30, 2018**

### **Objectives / description**

STSM facilitates Researchers from COST Countries participating in COST Action CA16109 to go to an institution, organisation or research centre in another participating COST Country to foster collaboration and to perform empirical research. A STSM should specifically contribute to the scientific objectives of the COST Action, whilst at the same time allowing those partaking in the missions to learn new techniques, gain access to specific data, instruments and / or methods not available in their own institutions / organisations.

STSMs can have a duration of between 5 days and 90 days (and up to 180 days if the applicant is an Early Career Investigator (ECI, 8 years after obtaining PhD title).

### **Deadlines**

STSM applications must be submitted before Sep. 8, 2017.

STSM application outcomes will be notified on Sep. 30, 2017.

STSM activities must occur in their entirety within the dates specified in this call, that is to say between Oct. 15, 2017 and Apr. 30, 2018.

The successful applicant must submit a scientific report (3-5 pages) to the Host institution and to the Action STSM Coordinator (Prof. Véronique Riffault, [veronique.riffault@imt-lille-douai.fr](mailto:veronique.riffault@imt-lille-douai.fr)) and the Action Chair (Dr. María Cruz Minguillón, [mariacruz.minguillon@idaea.csic.es](mailto:mariacruz.minguillon@idaea.csic.es)) within 30 days from the end date of the STSM.

**Failure to submit the scientific report within 30 days from the end date of the STSM will effectively cancel the Grant.**

## Eligibility criteria

Eligibility can be determined by adhering to the stipulations in the following 3 categories:

- 1.** Researchers holding their primary affiliation at an institution located in a Participating COST Country (a Country that has accepted the Action's Memorandum of Understanding (MoU) are eligible to perform a STSM in another Participating COST Country. A list of Participating COST Countries can be found on the respective COST Action Webpage at [www.cost.eu](http://www.cost.eu).
- 2.** For Researchers holding their primary affiliation in a Near Neighbour Country (NNC), the consideration for being eligible to receive a STSM Grant is linked to whether their institution has been formally approved onto the Action or not – The eligibility status of Researchers located in NNC is restricted to those affiliated to approved NNC institutions. The complete list of NNC can be found at [http://www.cost.eu/about\\_cost/cost\\_countries/international\\_cooperation/nnc](http://www.cost.eu/about_cost/cost_countries/international_cooperation/nnc). A list of approved NNC Institutions can be found on the respective COST Action Webpage at [www.cost.eu](http://www.cost.eu).
- 3.** For Researchers holding their primary affiliation at a European RTD Organisation, the consideration for being eligible to receive a STSM Grant is linked to whether their institution has been formally approved onto the Action or not. The eligibility status of Researchers located in European RTD Organisations is restricted to those affiliated to approved European RTD Organisations.

## Financial support

**The financial support on offer is a contribution to the overall expenses incurred during the STSM and may not necessarily cover all of the associated outgoings.**

The following funding conditions apply and must be respected:

- 1.** up to a maximum of EUR 2 500 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;
- 3.** for ECIs, a maximum amount of EUR 3 500 can be afforded to the Grantee for STSMs with a duration of between 91 and 180 days – For ECIs partaking STSMs with a duration of between 5 and 90 days, the limit of EUR 2 500 must be respected.

Financial support is limited to cover travel, accommodation and meal expenses and is paid in the form of a Grant.

For this call, the Management Committee of **COST Action CA16109 COLOSSAL** has allocated a total budget of **11 940 EUR for up to 6 STSMs**. The amounts granted for each individual STSM will be determined during the evaluation process by the formally appointed person(s).

## Rules of selection

The selection of applicants is based on the scientific scope of the STSM application which must clearly compliment the overall objectives of the Action. The STSM Committee will provide a shortlist of selected applicants for approval by the Management Committee planned in Barcelona on Sep. 28, 2017.

The STSM Committee is composed of the STSM coordinator (Prof. Véronique Riffault, [veronique.riffault@imt-lille-douai.fr](mailto:veronique.riffault@imt-lille-douai.fr)), the Action Chair (Dr. María Cruz Minguillón, [mariacruz.minguillon@idaea.csic.es](mailto:mariacruz.minguillon@idaea.csic.es)), the Action Vice-Chair (Dr. André Prévôt, [andre.prevot@psi.ch](mailto:andre.prevot@psi.ch)), and the WG Leaders (Olivier Favez, Stefania Gilardoni, Grisa Mocnik, Andrés Alastuey).

The STSM from PhD students, ECI (date of PhD title + 8 years) and participants from Inclusiveness Target Countries will have priority, and gender balance will be preserved.

## How to apply

Interested researchers can apply by following the directions provided below and submitting their application by the deadline of **Sep. 8, 2017**.

The application process is as follows:

1. All applicants must carefully read the funding rules detailed in Section 7 of the *COST Vademecum*. This document is available at: <http://www.cost.eu/participate/guidelines>.
2. All applicants must register for an e-COST profile at <https://e-services.cost.eu/> - adding their bank account details to their profile.
3. All applicants must obtain a letter of invitation from the Host institution confirming that they can undertake the STSM on the given dates prior to submitting an application.
4. All applicants must complete, submit and download their STSM applications online at: [www.cost.eu/STSM](http://www.cost.eu/STSM).
5. All applicants must send their submitted STSM application form and the relevant supporting documents to the Action STSM Coordinator (Prof. Véronique Riffault, [veronique.riffault@imt-lille-douai.fr](mailto:veronique.riffault@imt-lille-douai.fr)) and the Action Chair (Dr. María Cruz Minguillón, [mariacruz.minguillon@idaea.csic.es](mailto:mariacruz.minguillon@idaea.csic.es)) for evaluation before the application submission deadline (Sep. 8, 2017) expires.

### **The list of supporting documents (as PDF files) to be submitted for the evaluation are:**

- A letter of invitation to the applicant from a senior researcher affiliated to the Host institution
- The submitted STSM application form (downloadable when the online application is submitted – see point 4 above)
- A motivation letter including an overview of the proposed activities that will be performed (max. 1 page)
- A plan of work for the visit highlighting the proposed contribution to the scientific objectives of the COST Action CA16109 (max. 2 pages)

- A letter of support from the Home institution
- A Full C.V. (max. 2 pages)
- A list of academic publications – if applicable.

6. The application will then be assessed by the STSM Committee (see Rules of selection above) against the perceived contribution that the proposed visit will make against the scientific objectives outlined in the Action's Memorandum of Understanding (MoU).

7. The applicant will be formally notified of the outcome of their STSM application by the Action STSM Coordinator (Prof. Véronique Riffault, [veronique.riffault@imt-lille-douai.fr](mailto:veronique.riffault@imt-lille-douai.fr)) on **Sep. 30, 2017**.

## After completing the STSM

Within 30 days from the end date of the STSM, the successful applicant must submit a scientific report (3-5 pages) to the Host institution and to the Action STSM Coordinator (Prof. Véronique Riffault, [veronique.riffault@imt-lille-douai.fr](mailto:veronique.riffault@imt-lille-douai.fr)) and the Action Chair (Dr. María Cruz Minguillón, [mariacruz.minguillon@idaea.csic.es](mailto:mariacruz.minguillon@idaea.csic.es)). The STSM Coordinator is responsible for approving the scientific report and informing the MC Chair and the Grant Holder that the STSM has been successfully accomplished.

The applicant is also responsible for acquiring an official acceptance letter / email confirmation of acceptance from a senior Researcher affiliated to the Host institution formally accepting the scientific report. This formal acceptance of the scientific report has to be sent to the Grant Holder (Rosa Andreu, [rosa.andreu@cid.csic.es](mailto:rosa.andreu@cid.csic.es)) and to the Action STSM Coordinator (Prof. Véronique Riffault, [veronique.riffault@imt-lille-douai.fr](mailto:veronique.riffault@imt-lille-douai.fr)) for archiving purposes.

**Failure to submit the scientific report within 30 days from the end date of the STSM 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).**

### ACKNOWLEDGMENTS in papers and conferences:

If the results from a STSM are published in a journal or conference, please add the following acknowledgement in your paper/presentation:

*"Part of this work was supported by the COST Action CA16109 COLOSSAL Chemical On-Line cOmpoSition and Source Apportionment of fine aerosol."*

It would be highly appreciated that a copy of the paper/article, abstract or other flyer is sent to the STSM Coordinator and the Action Chair.