



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

3rd open call for Short Term Scientific Missions (STSM) applications for missions occurring between June 20, 2018 and April 20, 2019

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 June 1, 2018.

STSM application outcomes will be notified no later than June 15, 2018.

STSM activities must occur in their entirety within the dates specified in this call, that is to say between June 20, 2018 and April 20, 2019.

The successful applicant must submit a scientific report (3-5 pages) and an approval letter from the Host institution within 30 days from the end date of the STSM or at least 10 days before the end of the Grant Period (April 30, 2019) whichever comes first.

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. Participating COST Countries: http://www.cost.eu/COST_Actions/ca/CA16109?parties.
2. Researchers holding their primary affiliation in an approved institution from a Near Neighbour Country (NNC) (http://www.cost.eu/about_cost/cost_countries/international_cooperation/nnc). Approved NNC Institutions can be found at http://www.cost.eu/COST_Actions/ca/CA16109?parties.
3. Researchers holding their primary affiliation at an approved European RTD Organisation. Approved European RTD Organisations: http://www.cost.eu/COST_Actions/ca/CA16109?parties.

The possible destinations (Host institutions) for the different STSM are detailed below:

Applicant in a Home Institution	To perform an STSM in a Host Institution
Located in a Participating COST Full Member / COST Cooperating Member	In another Participating COST Full Member / COST Cooperating Member
	In a Participating COST Partner Member
	In an Approved IPC Institution
	In an Approved NNC Institution
	In EU Commission, Bodies, Offices and Agencies
	In an Approved European RTD Organisation
Located in an Approved NNC institution	In an Approved International Organisation
	In a Participating COST Full Member / COST Cooperating Member
Located in an Approved European RTD Organisation	In a Participating COST Full Member / COST Cooperating Member

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 Grant Period, the Management Committee of **COST Action CA16109 COLOSSAL** has allocated a total budget of **19,500 EUR for up to 10 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 select the successful applications.

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

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 **June 1, 2018**.

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 and submit their STSM applications online at: www.cost.eu/STSM.
5. All applicants must send the relevant supporting documents (see list below) to the Action STSM Coordinator (Prof. Véronique Riffault, veronique.riffault@imt-lille-douai.fr) and the Action Chair (Dr. María Cruz Minguillón, mariacruz.minguillon@idaea.csic.es) for evaluation before the application submission deadline (June 1, 2018) 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
- 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 applicants must send their details (to mariacruz.minguillon@idaea.csic.es) in the excel file attached renamed accordingly to become a CA16109 participant if they have not done so in the past.

7. 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 in line with the scientific objectives outlined in the Action's Memorandum of Understanding (MoU).

8. The applicant will be formally notified of the outcome of their STSM application by the Action Grant Holder (Ms. Rosa Andreu, rosa.andreu@cid.csic.es) as soon as possible and no later than June 15, 2018.

After completing the STSM

Within 30 days from the end date of the STSM or at least 10 days before the end of the Grant Period (April 30, 2019), whichever comes first, the successful applicant must submit:

- a scientific report (3-5 pages)
- an official acceptance letter / email confirmation of acceptance from a senior Researcher affiliated to the Host institution formally accepting the scientific report

A template for the report can be found in e-cost.

The submission of the report needs to be done **in e-cost and by email**, addressed to the Action STSM Coordinator (Prof. Véronique Riffault, veronique.riffault@imt-lille-douai.fr) and the Action Chair (Dr. María Cruz Minguillón, mariacruz.minguillon@idaea.csic.es).

The formal acceptance of the scientific report by Host institution has to be sent to the Grant Holder (Rosa Andreu, rosa.andreu@cid.csic.es) and to the Action STSM Coordinator (Prof. Véronique Riffault, veronique.riffault@imt-lille-douai.fr) for archiving purposes.

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.

Failure to submit the scientific report and Host acceptance 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.