



Application Deadline: applications accepted on a rolling basis, subject to budget availability
STSMs need to be completed before: 31 October 2023

WHAT ARE STSMs?

Short-Term Scientific Missions (STSMs) consist of exchange visits for researchers and innovators to a host organization within the Cost Action for a determined period of time. This exchange programme is aimed at contributing to individual mobility and fostering collaboration between individuals, supporting capacity building and transfer of knowledge. STSM grantees receive funding for implementing a project with colleagues in a different institution (STSM host) other than their home institution.

The topics and themes of STSMs can be decided between grantees and host as long as they are within the parameters of the Action’s objectives.

WHO CAN APPLY?

The participation of ‘Young Researcher and Innovators’ (YRIs) – researchers or innovators under the age of 40 – in STSMs is particularly encouraged. We will take into account time spent in other occupations or with reproductive and care work. PhD students are also eligible to participate in the STSMs. Other applicants must be employed by or affiliated to an institution or legal entity, which has within its remit a clear association with performing scientific research.

RULES

A STSM may only be approved:

- from a Home Institution in a COST participating country to a Host Institution in another COST participating country or to a formally approved Host Institution in a non-COST country;
- from a formally approved Home Institution in a Near Neighbour Country to a Host Institution in a COST participating country.

FUNDING

An STSM Grant is a fixed contribution to the overall travel, accommodation, and meal expenses of the grantee. It does not necessarily cover all expenses related to undertaking a given mission. The maximum amount per grant is 4,000€. The decision on the amount is made by the Core Group based on the proposal of the evaluators and the availability of the budget, taking into account the duration and location of the STSM. Grants are paid after the completion of the mission and the approval of the required report. However, STSMs grantees may request up to 50% pre-payment of the approved grant. This amount is subject to the availability of funds and approval by the Grant Holder Institution. The request for pre-payment shall be submitted to the Grant Holder Manager.

APPLICATION PROCEDURE

Applications for STSMs are managed through the e-COST management tool. The link to the STSM application template is available at <http://www.cost.eu/STSM>. You will need an e-COST profile to log in or you can create one using the site.

The application for a STSM is composed of two steps:

Step 1. Online registration by the applicant (to be filled in e-COST)

The Applicant must use the online e-COST tool to register the request for an STSM. The following information has to be encoded with the registration:

- Title of the planned STSM;
- Start and end date;
- Budget request by the applicant with a breakdown of the STSM's costs;
- Information about the host institution and contact person.

Step 2. Formal STSM application and annexes (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 (letter of invitation from the host institution)
- Motivation letter (1 page), including how the applicant has been engaged in the network so far and in which WG

WHAT ARE THE CRITERIA FOR A SUCCESSFUL PROPOSAL?

The proposal should show clear evidence of how the proposed STSM will benefit both the COST Action CA19129 and the applicant. The proposal will be evaluated according to the following criteria:

Originality & Quality (40 Points)

- Relevance to the objectives of the action, explicit link to the objectives of the network as laid out in the Memorandum of Understanding
- Originality of the chosen topic, methodology, resources and expected added value to the field of decolonizing development.
- Relevance of the applicant's chosen topic to the host's research interests or work

Feasibility (40 Points)

- Feasibility of the proposed collaborative work within the proposed timeframe and budget
- Clarity on how the work can be made actionable
- Clarity and details of proposed collaborative work and outcomes

Applicant (20 Points)

- Young Research and Innovator (YRI) and/or a member from an Inclusive Target Country
- Applicant's abilities and research skills
- Academic background and motivation
- Links and engagement with a Working Group of the Action.

A proposal can reach a maximum score of 100. The proposals received will be ranked and those with the highest scores will be funded, subject to the available budget.

In case of rejection, the STSM Committee will inform the applicant. Resubmissions are possible. Once approved by the STSM Committee, the Grant Holder will notify the

applicant. To accept the grant, the applicant has to return the Grant letter with his/her signature.

AFTER COMPLETION OF THE STSM

Grantees will need to submit the required reports and relevant documentation in e-COST within 30 days after the end date of the STSM or 15 days after the end of Grant Period whichever date comes first. All the required materials need to be uploaded in the E-cost management tool and will be verified and approved by the STMS coordinator.

Each grantee will be asked to make a presentation in collaboration with the host in one Working Group session after the completion of the STSM. Grantees might also be asked to submit a blog on the content of the STSM for the Action's website. Open access is highly recommended for publications resulting from STSMs.

The report should include the following information:

- Purpose of the STSM
- Work developed during the STSM
- Main achievements and outcomes of the STSM
- Planned future follow-up activities

The report should be accompanied by:

- Confirmation by the host institution of the successful completion of the STSM and approval of the report (official signed letter) - report that have not been approved by the host institution will be automatically rejected

QUESTIONS?

Please do get in touch with Mariasole Pepa (STSM coordinator, mariasole.pepa@unipd.it), Julia Schöneberg (Julia.schoeneberg@uni-kassel.de) or Adriana Cancar (adrianacancar98@gmail.com).