

GRANTS REGARDING PRESENTATIONS AT CONFERENCES ORGANISED BY THIRD PARTIES

There are 3 different types of grants regarding presentations at conferences organised by third parties.

1. Inclusiveness Target Countries (ITC) Conference Grant

ITC Conference Grant funds an oral presentation of their own work within the scope of the Action by an Action Participant affiliated to a legal entity located in an Inclusiveness Target Country / Near Neighbour Country in a high-level conference fully organized by a third party, i.e. not organized nor co-organized by the COST Action.

ITC list: Albania, Armenia, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Georgia, Greece, Hungary, Latvia, Lithuania, Malta, Moldova, Montenegro, Poland, Portugal, Romania, Republic of North Macedonia, Republic of Serbia, Slovenia, Slovakia, Türkiye and Ukraine

NNC list: Algeria, Azerbaijan, Egypt, Faroe Islands, Jordan, Kosovo, Lebanon, Libya, Morocco, Palestine, Syria, Tunisia

ITC Conference Grant supports Action Participant affiliated to a legal entity located in an Inclusiveness Target Countries/ Near Neighbour Countries to establish a strong network and increase their visibility in the research community through sharing their work and to gain knowledge, besides it can contribute to increasing visibility of the Action.

The ITC Conference Grantee receives support for attending and presenting their own work as an oral presentation) within the scope of the Action in a conference and can establish new contacts for future collaborations.

2. Young Researcher and Innovator (YRI) Conference Grant

YRI Conference Grant funds a presentation (poster/oral presentation) of their own work by a Young Researcher and Innovator (YRI) in a high-level conference fully organized by a third party, i.e. not organized nor co-organized by the COST Action.

YRI Conference Grant supports Young Researchers and Innovators to establish a strong network and increase their visibility in the research community through sharing their work and to gain knowledge, in the meantime it can contribute to increasing visibility of the Action.

YRI Conference Grantee receives support for attending and presenting their own work within the scope of the Action (poster/oral presentation) in a conference and can establish new contacts for future collaborations.

3. Dissemination Conference Grant

Dissemination Conference Grant funds an oral presentation by an Action Participant of the work of the Action in a high-level conference fully organized by a third party, i.e. not organized nor co-organized by the COST Action.

Dissemination Conference Grant increases visibility of the Action in the research community significantly and can contribute to increasing visibility of the presenter, in addition to this it attracts additional participants and stakeholders and disseminates Action results to relevant end-users at high profile conferences in the field on a topic relevant to the Action.

Dissemination Conference Grantee receives support for attending and delivering an oral presentation of the Action, their activities, and results at a conference and for developing new contacts and

potential future collaborations, while COST Action receives increased visibility and awareness, new contacts with potential stakeholders.

The overview on the 3 different types of grants is given in Figure 1.

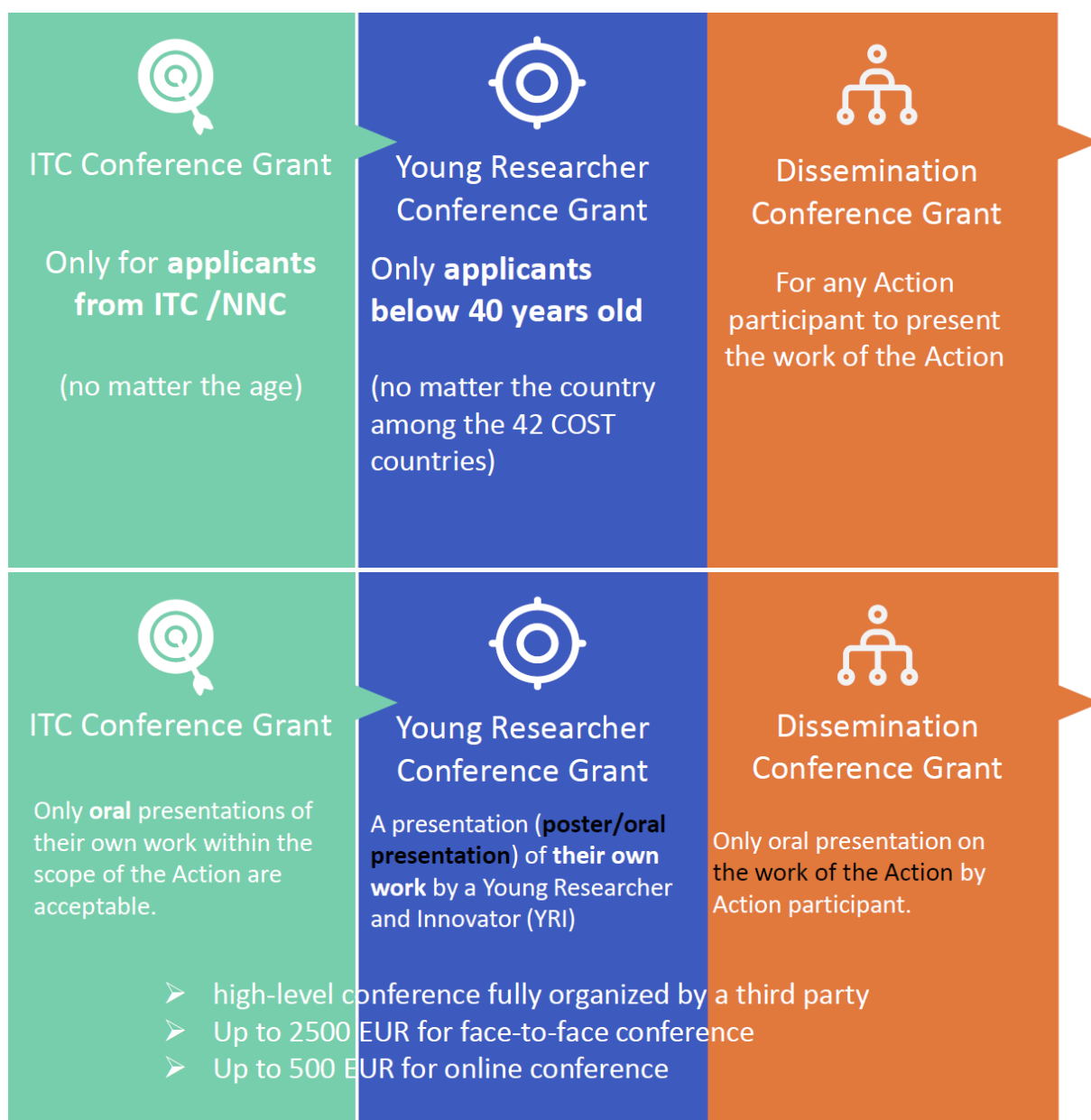


Figure 1. Overview of presentations at conferences organised by third parties with requirements and financial contribution

Application Procedure

Note: An applicant must have a profile on the e-COST platform. After that, it is necessary to follow the steps detailed below:

- Complete and submit the online application form that you can find at the e-COST platform [[Grant applications section](#)] (Go to Grant applications -> Apply for grant -> Choose the appropriate grant).
- The documents you will need include:

- Application Form: This form includes details on the (i) conference details; (ii) accepted contribution details; (iii) relevance of the conference topic to the action; and (iii) motivation and expected impact. The template can be downloaded from here: [ITC](#), [YRI](#), [Dissemination](#)
- Copy of the abstract of the accepted presentation focused on promoting the scientific achievements and activities being performed by the COST Action
- Acceptance (or invitation) letter from the conference organisers
- Brief CV in the form of [Europass CV](#) (max. 2 pages)
- Recommendation letter from a senior researcher (only for PhD students and research assistants)

You are highly encouraged to read the [Annotated Rules for COST Action](#) and the [Grant Awarding User Guide](#), prior to submission of an application. If any doubts remain, you can always contact the Grant Awarding Coordinator.

When planning attendance at a conference, pay attention to the fact that the COST Office requests some period for administrative procedures between the Assessment Committee approval and Conference start. Also, the **Conference should end at least 4 weeks before the end of the Grant Period (for the second Action year REMINDNET the Grant Period is from 01/11/2024 to 31/10/2025)**.

Evaluation of Applications

The applications are evaluated by the Assessment Committee (Grant Awarding Coordinator, Action Chair, Action Vice Chair and Core Group Members) on the basis of the perceived contribution that the participation will make to the scientific objectives outlined in the Action's Memorandum of Understanding (MoU).

The committee will make a list of approved applications and perform the budgetary assessment of the applications. Every STSM successful applicant will receive a Grant Letter generated from the e-COST system, which is coordinated by a Grant Holder Manager.

The applicant will be formally notified of the outcome of their grant application by the Grant Holder Manager no more than 15 days after the meeting of the Assessment Committee holding monthly.

Financial Support

The maximum grant amount of each grant type is 2500 EUR for face-to-face conferences and 500 EUR for virtual conferences.

The Conference Grant is a financial contribution which takes into consideration the budget request of the applicant and the of the application by the Assessment Committee. The Conference Grants do not necessarily cover all of the outcome of the evaluation expenses related to participating in a given conference. The Conference Grant is a contribution to the overall travel, accommodation and meal expenses of the selected grantee.

Final Report of Conference Grant

After attending the conference activity, the grantee is required to submit a short scientific report via e-COST, no later than 30 days after the end date of the conference, or by the end of September, whichever date comes first.

The template for a scientific report can be downloaded from here: [ITC](#), [YRI](#), [Dissemination](#). It must be submitted through the e-COST platform.

Failure to submit the scientific report within 30 days will effectively cancel the grant.

Grants are paid by the Grant Holder after the completion of the activity and approval of all required report/documentation.

Please note that the reimbursement of conference grantees will be done after the activity is over and the final report is submitted by the grantee. Exceptions to this rule cannot be granted.

Please note that COST can request additional information to substantiate the information contained within the documents submitted by Conference Grant applicants.