

Short Term Scientific Missions (STSM)

What is the purpose of an STSM?

Short Term Scientific Missions (STSM) are aimed at strengthening existing networks and fostering collaborations by facilitating Researchers participating in a given COST Action to visit an institution or laboratory in another Participating COST Country / an approved NNC institution or an approved IPC institution. A STSM should specifically contribute to the overall scientific objectives of the COST Action, whilst at the same time enable eligible Researchers to learn new techniques or gain access to specific expertise, instruments and/or methods not available in their own institutions.

Who is eligible to partake in STSM?

A STSM applicant must be engaged in a research programme as a PhD Student or postdoctoral fellow or can be employed by, or affiliated to, an Institution or legal entity which has within its remit a clear association with performing scientific research.

Always satisfying the above requirement, whether a Researcher is eligible to receive a STSM grant depends on which country their primary affiliation is held. Once this has been established, 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 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.
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. A list of approved NNC Institutions can be found on the respective COST Action Webpage at 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. A list of European RTD organisations is detailed in Annex II of the COST Vademecum Part 1: COST Action (see <http://www.cost.eu/participate/guidelines>). A list of approved European RTD Organisations can be found on the respective COST Action Webpage at www.cost.eu.

STSM - from where to where?

The Home institution is the institution is both where the applicant holds their primary affiliation as registered on their e-COST profile/STSM application/C.V. and where they are currently performing their main strand of research. The table below (see category A) details the possible STSM scenarios available to the respective Researcher. The Host institution (category B) concerns the institution/organisation that will host the successful applicant.

The following table shows the STSM scenarios available to eligible applicants:

Home Institution	Host Institution
From a Participating COST Country	To another Participating COST Country
	To an approved NNC institution
	To an approved IPC institution
	To an approved Specific Organisation (EC and EU Agencies, European RTD Organisations, International Organisations)
From an approved NNC institution	To a Participating COST Country
From an approved European RTD Organisation	To a Participating COST Country

Call for STSM Applications

COST FA1401 Call Number 4 for Short Term Scientific Missions (STSM) Applications

Fourth Call for STSM Applications for Missions Occurring between **31st January and 31st March 2017**.

All STSM activities must occur in their entirety within the dates specified above

Purpose of a Short-Term Scientific Missions (STSM)

STSM facilitates Researchers from COST Countries participating in COST Action **FA1401** to go to an institution or research centre in another participating COST Country to foster collaboration and to perform empirical research. Participation of “Early Career Investigators” (ECI) in STSM is particularly encouraged. An applicant can be considered as being an “Early-Stage Researcher” when the time that has elapsed between the award date of the applicants PhD and the date of the applicants first involvement in the COST Action **FA1401** does not exceed 8 years. PhD students are also eligible to partake in STSMs.

Specific information concerning STSM

STSM can have a duration of between 5 days and 90 days (and up to 180 days if the applicant is an ECI – see definition of ECI above).

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. For ECIs, up to a maximum of EUR 3 500 in total can be afforded to ECIs for missions with a duration of between 91 and 180 days;
4. up to a maximum of EUR 160 per day can be afforded for accommodation and meal expenses

Financial support is limited to cover travel and subsistence expenses and is paid as a grant.

For this call, the Management Committee of COST Action FA1401 - European network on the factors affecting the gastro-intestinal microbial balance and the impact on the health status of pigs (PiGutNet), has allocated a budget of **5.500 EUR for up to 4 STSM**. The amounts granted for each individual STSM will be determined during the evaluation process by the nominally appointed person (s). The selection of applicants is based on the scientific scope of the STSM application which must clearly compliment the overall objectives of the Action.



How to apply for a STSM:

Interested Researchers are advised to follow the directions provided below and submit their application and supporting documents to Dr. Marianna Roselli, Email Address: marianna.roselli@crea.gov.it and Prof. Hermann-Josef Rothkoetter, Email Address: hermann-josef.rothkoetter@med.ovgu.de by the deadline of **15th January 2017**.

THE APPLICATION PROCESS IS AS FOLLOWS:

1. All applicants must carefully read the funding rules detailed in section 7 of the COST H2020 *Vademecum: Short Term Scientific Mission (pages 28-29)*. This document is available at: <http://www.cost.eu/participate>.
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 application online at: <https://e-services.cost.eu/stsm>.
5. All applicants must send their submitted STSM application form and the relevant supporting documents to Dr. Marianna Roselli, Email Address: marianna.roselli@crea.gov.it and Prof. Hermann-Josef Rothkoetter, Email Address: hermann-josef.rothkoetter@med.ovgu.de for evaluation before the application submission deadline expires.

The list of supporting documents to be submitted for the evaluation are:

- 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 which must contain a plan of work for the visit highlighting the proposed contribution to the scientific objectives of the respective COST Action;
- A letter of support from the Home Institution;
- A Full C.V. (including a list of academic publications – if applicable).

6. The application will then be assessed by the formally delegated persons Dr. Marianna Roselli, Email Address: marianna.roselli@crea.gov.it and Prof. Hermann-Josef Rothkoetter, Email Address: hermann-josef.rothkoetter@med.ovgu.de against the perceived contribution that the proposed visit will make against the scientific objectives outlined in the Action Memorandum of Understanding (MoU).

7. The applicant will be formally notified of the outcome of their STSM application by Dr. Marianna Roselli, Email Address: marianna.roselli@crea.gov.it on the **22nd January 2017**.

8. Within 30 days from the end date of the STSM, the successful applicant must submit a scientific report to the Host institution and to the Dr. Marianna Roselli, Email Address: marianna.roselli@crea.gov.it and Prof. Hermann-Josef Rothkoetter, Email Address: hermann-josef.rothkoetter@med.ovgu.de. 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 and the Dr. Marianna Roselli, Email Address: marianna.roselli@crea.gov.it and Prof. Hermann-Josef Rothkoetter, Email Address: hermann-josef.rothkoetter@med.ovgu.de 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 COST can request additional information to substantiate the information contained within the documents submitted by STSM applicants).

Deadline for applications to be submitted: 15th January 2017



Notification of application outcome: 22nd January 2017

Period of STSM: between 31st January and 31st March 2017

