

## Short Term Scientific Missions (STSM)

### COST Action COMBAR – Combatting anthelmintic resistance in ruminants (CA16230)

Short Term Scientific Missions (STSM) are aimed at supporting individual mobility and at strengthening the existing networks and fostering collaborations by allowing scientists to visit an institution in another participating COST country or an approved NNC or IPC institution.

STSMs in COMBAR should specifically contribute to the scientific objectives of the COST Action, whilst at the same time allowing those participating in the missions to learn new techniques, gain access to specific data, instruments and / or methods not available in their own institutions / organizations, in particular of relevance for developing and performing research on COMBAR topics. **Highest priority should be given to encouragement of Early Career Investigators (ECI) participation in the COST Action activities.** An applicant can be considered as being an ECI when the time that has elapsed between the award date of the his/her PhD does not exceed 8 years.

**Applicants coming from Inclusiveness Target Countries (see list at the end of this document) will be also given priority.**

**STSMs in general** aim to be a focus for researchers wishing to contribute to the tasks of Working Groups (WGs). For more information on the work of WGs, please contact WG Leaders:

WG1 – Diagnostics: Leader: Laura Rinaldi (lrinaldi@unina.it)

WG2 – Socio-economics: Leader Edwin Claerebout (edwin.claerebout@ugent.be)

WG3 – Integrated control: Leader Eric Morgan (eric.morgan@qub.ac.uk)

For more general information on STSMs, please contact STSM coordinator, María Martínez Valladares (mmarva@unileon.es).

**For this second grant period (May 2018 – April 2019) there is an open call for applicants to fund until 4 STSM. Deadline for submission of applications is on 1 March 2019.** The applications will be assessed the STSM Committee members.

STSMs need to take place according to the following rules: - **be a minimum duration of 5 days; - be a maximum duration of 90 days;** - needs to be carried out in their entirety within a single grant period and within the Action's lifetime. **For this second grant period the STSM have to be concluded by the 5 April 2019.**

However, exceptions can be made for ECI s wishing to stay for 91-180 days. For more details regarding the regulations related to STSM, please refer to the COST Vademecum (<http://www.cost.eu/participate>)

## Who is eligible?

The STSM-committee will evaluate the applications and select grantees based on the following criteria:

- Scientists (who have preferably not previously received a grant for a STSM) involved in COMBAR Action.
- Geographical and gender balance issues are to be taken into consideration and applications from ECIs should be privileged.
- Applications from inclusiveness countries (ITCs) are strongly supported, but applications from other countries are supported as well as well. The country or origin and the hosting country have to be members of the COMBAR consortium.

## Financial support

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

### Specific COMABR rules concerning financial support for STSMs

- Financial support is limited to cover travel, accommodation and meal expenses and is paid in the form of a grant.
- The reimbursement rate per day to cover meals and accommodation is a flat rate that differs between countries according to the pre-specified list below (Table 1).
- Up to EUR 500 may be attributed for the travel expenses; expected travel expenses must be specified in the budget and be reasonable. Proof of travel expenses will be required and submitted to the STSM coordinator
- A maximum EUR 2,000 in total can be afforded to the grantee for the full STSM including travel expenses for up to 14 days STSMs.
- Exceptions will be examined accordingly.

## Final report of the STSM

After the STSM is finished, the grantee is required to submit a short scientific report to the host institution and to the STSM Coordinator **no later than 30 days** after the end date of the STSM for approval.

For the specific content of this report, please refer to the COST Vademecum.

Failure to submit the scientific report within 30 days will effectively cancel the grant. The STSM Coordinator Team is responsible for approving the scientific report and informing the Grant Holder that the STSM has been successfully accomplished. After receipt of the approval by email, the Grant Holder will execute the payment of the grant.

**Please note** that the reimbursement of STSM grantees will be done **after** the mission is over and the final report is submitted by the STSM participant. Exceptions to this rule cannot be granted.

The final report will be uploaded to the COMBAR webpage.

## How to apply for an STSM

Interested Researchers can apply by following the directions provided below.

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 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 the STSM Coordinators for evaluation before the application submission deadline expires.

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

- The submitted STSM application form including the budget (downloadable when the online application is submitted - see point 4 above);
  - A 1-2 A4 page 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 COMBAR COST Action;
  - C.V. including scientific degrees obtained (with dates), current position, previous work experience/positions, post-graduate courses and a list of academic publications – if applicable.
  - Letter of invitation to the applicant from a senior Researcher affiliated to the Host institution (senior Researchers can be Associate Professor, Professor, Head of Department or equivalent);
  - A letter of support from the Home Institution including any coverage of expenses not covered by the Grant during the planned STSM;
6. The application will then be assessed by the formally delegated person(s) in the STSM committee 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 STSM Coordinators no more than 4 weeks after the application was received.
  8. Within 30 days from the end date of the STSM, the successful applicant must submit a scientific report to the Host institution and STSM Coordinators. 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 STSM Coordinators 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.

**STSM Coordinator,**

María Martínez Valladares DVM PhD  
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**\*\* COST Inclusiveness Target Countries (ITCs):**

[http://www.cost.eu/about\\_cost/strategy/excellence-inclusiveness](http://www.cost.eu/about_cost/strategy/excellence-inclusiveness)

Table 1. Daily flate rate (€) per country

Parties							
Country	Amount (€)		Country	Amount (€)		Country	Amount (€)
Austria	140		Belgium	140		Bosnia and Herzegovina	100
Croatia	100		Czech Republic	100		Denmark	160
France	140		Germany	140		Greece	120
Iceland	160		Ireland	160		Italy	120
Netherlands	140		Norway	160		Poland	100
Romania	100		Serbia	100		Slovakia	100
Spain	120		Sweden	160		Switzerland	160
United Kingdom	160		fYR Macedonia	100		Tunisia	100
Israel	160						