CA19122 - European Network for Gender Balance in Informatics

Call for Short-Term Scientific Missions (STSM) Applications

The main aim of CA19122 Action is to improve gender balance in Informatics at all levels, from undergraduate and graduate studies to participation and leadership in academia and industry, through the creation of a European network of colleagues working on the forefront of the efforts for gender balance in Informatics in their countries and research communities.

Short-term scientific missions (STSM) are exchange visits between researchers involved in a COST Action, allowing scientists to visit an institution or laboratory in another COST Member state. In general, these scientific missions may last up to six months in another COST Member/Cooperating Member or Near-Neighbor Country joining the Action. Their aim is to foster collaboration in excellent research infrastructures and share new techniques that may not be available in a participant's home institution or laboratory.

Call Number 1

1st Call for STSM Applications for Missions occurring until 31st October 2021 (extended)

All STSM activities must occur entirely within the date specified above.

All submitted STSM applications will be decided upon on a first-come-first-serve basis depending on available funds.

Applications submitted after the deadline will be subject to individual assessment and will be taken into consideration depending on finances available.

PURPOSE OF A SHORT-TERM SCIENTIFIC MISSION (STSM)

Short Term Scientific Missions (STSM) are institutional visits aimed at supporting individual mobility, fostering collaboration between individuals, and accelerating scientific growth. The Guidelines for Action Management, Monitoring and Assessment should be followed to ensure the proper implementation of this networking instrument.

STSM - ELIGIBILITY RULES

STSM applicants must be engaged in an official research programme as a PhD Student or postdoctoral fellow or can be employed by, or affiliated to, an institution, organization or legal entity

which has within its remit a clear association with performing research. The institutions / organization or legal entity where applicants pursue their main strand of research are considered as Home Institutions. The Host Institution is the institution / organization that will host the successful applicant.

Participation of "Early Career Investigators" (ECI) in STSM is particularly encouraged. An applicant can be considered as being an ECI 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 EUGAIN does not exceed 8 years.

Specific information concerning STSM

STSMs 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 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 3 500 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. STSM activities must occur in their entirety within the dates specified in this call.

Please note, that reimbursements will be done in compliance with the Vademecum and Ms. Wieneke Emans will assist in this process.

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

The maximum amounts granted for each individual STSM will be determined during the evaluation process by the STSM committee. The selection of applicants is based on the scientific scope of the STSM application which must clearly compliment the overall objectives of the Action and be related to a specific Working Group.

DEADLINE

Interested researchers can apply by following the instructions provided below and submitting their application and supporting documents by the deadline of **January 31, 2021**. Applications submitted after the deadline will be subject to individual assessment and will be taken into consideration depending on finances available.

WHO CAN APPLY

Available STMS scenarios: the following table shows the STSM scenarios available to eligible applicants:

Applicant´s Home Institution	STSM Host Institution
Located in a Participating COST Full Member / COST Cooperating Member	Located in another Participating COST Full Member / COST Cooperating Member
	Located in a Participating COST Partner Member

	Action MC Observer from IPC
	Action MC Observer from NNC
	The EU Commission or an EU Body, Office or Agency
	An Approved European RTD Organization
	An Approved International Organization
Action Mc Observer from NNC	Located in a Participating COST Full Member / COST Cooperating Member
Located in an Approved European RTD Organization	Located in a Participating COST Full Member / COST Cooperating Member

HOW TO APPLY

The application process in details is as follows:

1. All applicants must carefully read the funding rules detailed in Section 8 of the COST Vademecum. This document is available here.

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. The applicant must obtain a letter of invitation from the Host institution confirming that s/he can undertake the STSM on the given dates prior to submitting their application.

4. The applicant must complete and submit their STSM application online at: www.cost.eu/STSM.

5. The applicant must also send via email (see contact info below; use email subject "[CA19122 STSM Application]") their STSM application form submitted to e-COST (PDF) and the relevant supporting documents to Prof. Patricia Lago, STSM Coordinator AND in copy to the Chair of the Management Committee of the Action Prof. Letizia Jaccheri, for evaluation before the application submission deadline expires. Applications submitted after the deadline will be subject to individual assessment and will be taken into consideration depending on finances available.

TEMPLATES:
*   Letter of Support from Home Institution
*   Letter of Support from Host Institution

CONTACTS:
*   **STSM Coordinator:** Prof. Patricia Lago p.lago@vu.nl
*   **Chair of the Management Committee of the Action:** Prof. Letizia Jaccheri letizia.jaccheri@ntnu.no
*   **Administrative Manager:** Wieneke Emans wieneke.emans@informatics-europe.org

EVALUATION

The applications will then be assessed by the STSM Committee, which will perform the scientific and budgetary assessment of the applications against the perceived contribution that the proposed

visit will make against the scientific objectives outlined in the Action's Memorandum of Understanding (MoU).

Evaluation criteria:

- Scientific quality of the proposal (scientific level of the project and how it is related to the aims of the Action) – weight 2

- Technical feasibility (host technical and scientific knowledge required for the completion of the project and length of the STSM) – weight 1

WHAT IS REQUIRED AFTER COMPLETING THE STMS

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 eCOST system.

The scientific report should cover: statement of achieving the project aims, description of the work carried out and the outcome/results, and expected publications that may arise from the STSM (if applicable).

Scientific report template (.doc)

The applicant is also responsible for acquiring an official acceptance letter / Email confirmation of acceptance from a senior Researcher affiliated with the Host institution formally accepting the scientific report.

Failure to submit the scientific report 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).

Deadline for applications to be submitted: until 31st January 2021

Expected date of notification of application outcome:
Up to two weeks from receiving the application

Period of STSM: until 31st October 2021 (extended)

Useful links:

Memorandum of Understanding for the implementation of the COST CA 19122 European Network For Gender Balance in Informatics