

**CA17112**  
**COST UNDER HORIZON EUROPE:**  
**NEW RULES**

Grant Period 4 (1st November 2021)

Presentation based on:

[Annotated Rules for COST Actions \(COST-094-2021\)](#)

**CA17112**

## **Grant Period 4**

**01.11.2021 – 15.10.2022**

Most relevant aspects:

- Possible extension
- Possible application to COST Innovators Grant
- Need to join Working Groups
- New travel reimbursement and LOS rules

# EXTENSION

- Duration: **6 extra months**
- **Without additional Budget**
- Action MC submits to the COST Administration an extension request:
  - Based on a Science / networking needs
  - Showing that the Action could not foresee the delay in implementation of the Action aims and objectives.
- Submitted at least 6 months before the end of the Action

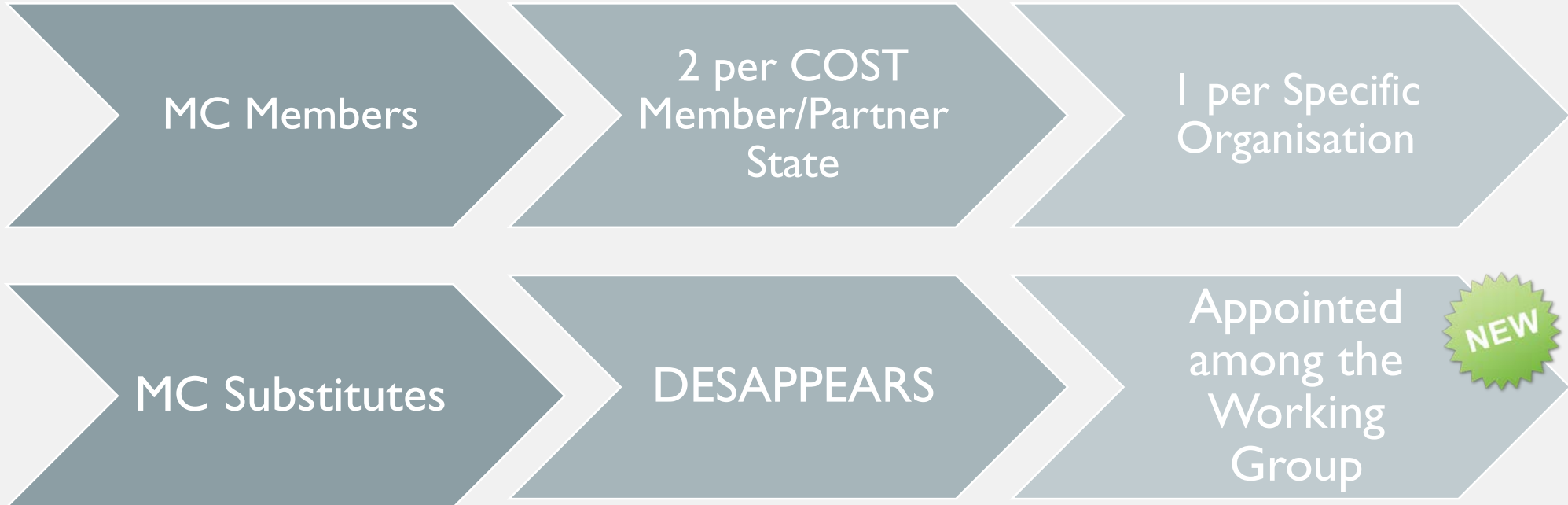


# COST INNOVATORS GRANTS

**INNOVATION:** New or improved product, process, service, organisational method, or policy approach that constitutes a state-of-the art change in the sector or policy area in which the actor operates. Application must include a **Business Plan**.

- Start: 1 November 2022
- Duration: **12 months**
- Deadline to apply: **7th February 2022 at 12h00 (CET)**
- Budget: Max. **125.000 EUR**
- Who?: **CIG Team**

# MANAGEMENT COMMITTEE



MC Substitutes must be appointed by MC members among their Working Group members via e-COST for a maximum of 6 months.

# WORKING GROUP MEMBERSHIP

**Every Action Participant must join a Working Group**, including MC members and leadership positions holders.

1. Create a profile on e-COST if you do not have one yet (<https://e-services.cost.eu/user/login>)
2. Visit CA17112 on COST webpage ([www.cost.eu/actions/CA17112](http://www.cost.eu/actions/CA17112))
3. Click on “Working Groups and Membership”
4. Click on “Apply”

The Action Management Committee shall decide on your application within **3 months**.

**Working Group members will be shown on COST webpage.**

# GRANT AWARDING COORDINATOR



Leadership position coordinating Grant Awarding Process for:

- Short Term Scientific Missions Grants
- ITC Conference Grants
- Dissemination Grants
- Virtual Mobility Grants

## MC MEETINGS

COST Association representatives and all MC Members and Observers shall be invited by default to attend Action MC meetings.

**MC may decide to limit reimbursement of expenses for attending to one MC Member** per COST Full or Cooperating Member State.




- The Action MC Members from each Full or Cooperating Member shall decide among themselves whom of them shall be the one benefiting from reimbursement
- The other Action MC Member shall be able to be present in the meeting or via virtual means.


The Action MC may decide to **invite any relevant individual** to its meetings.





# TRAINING SCHOOLS

- Location: Anywhere in the world 
- Trainers: Any nationality
- Trainees: From COST Full/Cooperating Members, Eur RTD Organisations or NNC.

Consumables and renting of equipment and short-term use of software and database licences for use in Training Schools organised by the Action (supported by expenses) now fall under OERSA expenses. 



# TRAVEL REIMBURSEMENT RULES

In order to be reimbursed, participants must:


- Have an **updated profile on e-COST**
- Have received an **invitation** and **accepted it within 2 weeks**
- Choose the most economical means of transportation
- Make their transportation arrangements as early as possible upon receipt of the e-COST official invitation
- Avoid double funding
- Sign **attendance list** on each day
- Submit via e-COST an **Online Travel Reimbursement Request** (máx. 15 days after meeting)
- Upload all invoices / receipts and relevant supporting documents to e-COST

# TRAVEL REIMBURSEMENT RULES

**DAILY ALLOWANCE:** Accommodation, meals and travel under 100 KM (one way).


- Depends on: The meeting location ([www.cost.eu/daily\\_allowance](http://www.cost.eu/daily_allowance)) 
  - Number of days attending the meeting
  - Participant's travel start- and end dates and hours
- When an eligible participant's primary affiliation is **in the city of the event**, the participant is invited to claim only the part of the daily allowance intended to cover **the short-distance transport expenses (10 EUR / day)** 

Travel start date:	
- travel starts before 11:59	Full DA rate
- travel starts between 12:00 and 18:59	90% of DA rate
- travel starts after 19:00	80% of DA rate
Travel end date:	
- travel end before 11:59	20% of DA rate
- <b>travel ends between 12:00 and 18:59</b>	<b>30% of DA rate</b>
- <b>travel ends after 19:00</b>	<b>40% of DA rate</b>
Event days:	
Each event day attended by the participant	Full DA rate



# TRAVEL REIMBURSEMENT RULES

LONG DISTANCE TRAVEL: Travel over 101 KM (one way)

- By train, ferry, bus, plane, or car
- Up to **1.500 EUR** (round trip), including VAI 
- **Cancellation insurance** eligible and included
- Attach supporting documents which shall clearly detail:
  - Name of the service provider;
  - Mode of transport taken;
  - Full price paid for the ticket;
  - Name of the passenger if applicable
  - Travel dates, departure and arrival times

  
Booking class is no  
longer considered

# LOCAL ORGANISER SUPPORT



LOS is now a GRANT and its amount depends on its modality and number of participants and duration of the event:

Total participants for the entire duration of the event	LOS grant for a COST face to face / hybrid event lasting:		
	1 day	2 days	3 days or more
Min.1–max. 25 participants	EUR 1.000	EUR 2.000	EUR 3.500
26-50 participants	EUR 2.000	EUR 4.000	EUR 6.000
51-100 participants	EUR 4.000	EUR 6.000	EUR 8.500
101-200 participants	EUR 6.000	EUR 8.500	EUR 10.000
Total participants for the entire duration of the event	LOS grant for a COST virtual event lasting:		
	1-day event	2-day event	3-day event or more
Min.1–max. 25	EUR 350	EUR 700	EUR 900
26-50	EUR 900	EUR 1.500	EUR 3000
51-100	EUR 2.500	EUR 3.500	EUR 4.500
101-200	EUR 3.500	EUR 5.500	EUR 7.000

\* All participants can be considered for LOS calculation, independently of their eligibility for reimbursement.

\* Participants of each day will be added to obtain the total number of attendees.

# LOCAL ORGANISER SUPPORT

## ELEGIBLE EXPENSES:

- **Face to face events:**

- Rental of rooms, Audiovisual materials and poster stands
- Printing
- Refreshments (not intended to substitute meals)
- Collective bus transfer to the event (when venue is in remote locations)
- Field trip expenses, if relevant
- Administrative and secretarial expenses

Finger-food lunch or networking dinner  
not included under LOS anymore

NEW

NEW

# LOCAL ORGANISER SUPPORT

## ELEGIBLE EXPENSES:

- **Virtual events:**
  - Technical hosting and/or support
  - Customer support during the event
  - Pre-event recordings, studio rental and production costs
  - Post-event process management (video editing, feedback surveys and analysis)
  - Administrative and secretarial expenses
- **Hybrid events:**
  - Face-to-face + Virtual Events eligible expenses.

# MOBILITY OF RESEARCHERS AND INNOVATORS GRANTS

NEW

## Short Term Scientific Missions

Up to 4.000 EUR (50% pre-financed under request)

Visit of a host organization located in a different country for the specific work to be carried out and for a determined period of time.

## Virtual Mobility

Up to 1.500 EUR

Collaboration in a virtual setting among researchers or innovators within the COST Action, to exchange knowledge, learn new techniques, etc.

## ITC Conference

Up to 2.000 EUR (face-to-face) or 500 EUR (virtual)

Presentation of the own work given by a Young Researcher or Innovator (<40 years old), affiliated in an ITC/NNC country for their participation in high-level conferences.

## Dissemination Conference

Up to 2.000 EUR (face-to-face) or 500 EUR (virtual)

Presentation of the work of the Action in high-level conferences by an Action participant.



# SCIENTIFIC PUBLICATION

## ELIGIBILITY RULES:

- **Open Science** and Open Access
- Be the result of the work of the Action.
- Be **authored by** Action participants from:
  - at least **3 different COST F/C and Partner Member Countries**
  - or 2 COST F/C and Partner Member Countries and 1 NNC
  - or **2 COST F/C and Partner Member Countries if resulting from an STSM** funded by the Action.
- Comply with requirements of **acknowledgement** (see [COST guidelines on visual identity for acknowledging COST funding](#))
- Delivered within the Grant Period
- **Approved** by Action MC and COST Scientific Officer



For further information, see [Annotated Rules for  
COST Actions](#)

OR

Contact the Grant Holder Manager:  
Inma Jurado ([inma.jurado@ibima.eu](mailto:inma.jurado@ibima.eu))