



# **COST Info day**

## **European Cooperation in Science and Technology**

**TUBITAK**  
**5 March 2015, Ankara**



## **COST Overview**

## **COST Structure**

## **COST Action**

- Structure
- COST Countries
- Structure and Decision Making
- Strategy Work and Budget Plan
- Networking Tools

## **How to Participate**

- Join an Existing Action
- COST Action Proposal
- Become a COST Expert

## **New Submission, Evaluation, Selection and Approval procedure**

## **Proposal Preparation – Practical Aspects**

## **COST Policies**



# COST OVERVIEW



# What is COST?

Founded in 1971, COST is the oldest and widest European intergovernmental framework for transnational Cooperation in Science and Technology.

COST has been supporting networking of research activities across all 35 Member countries and beyond for more than **40 years**.

COST is open to all disciplines, to all novel and ground-breaking S&T ideas, to all categories of partners where mutual benefit is real.

# COST Mission Statement

COST enables **breakthrough scientific and technological developments** leading to new concepts and products.

It thereby contributes to strengthening Europe's research and innovation capacities.

Through **trans-European networking** of nationally funded research activities.



technology  
future  
inclusiveness  
inspiration  
science  
concepts  
innovation

# COST Key Principles

- ❑ Bottom-up: original idea/not thematic
- ❑ Pan-European,...
- ❑ Openness
- ❑ Capacity-building
- ❑ Provide equal opportunities – remove bottlenecks
- ❑ Spreading of knowledge – dissemination of results
- ❑ Output and impact oriented
- ❑ Leverage nationally funded research
- ❑ Light structure and administration



# COST Strengths and Key Features

COST supports the networking of researchers through science and technology networks ('COST Actions') open to:

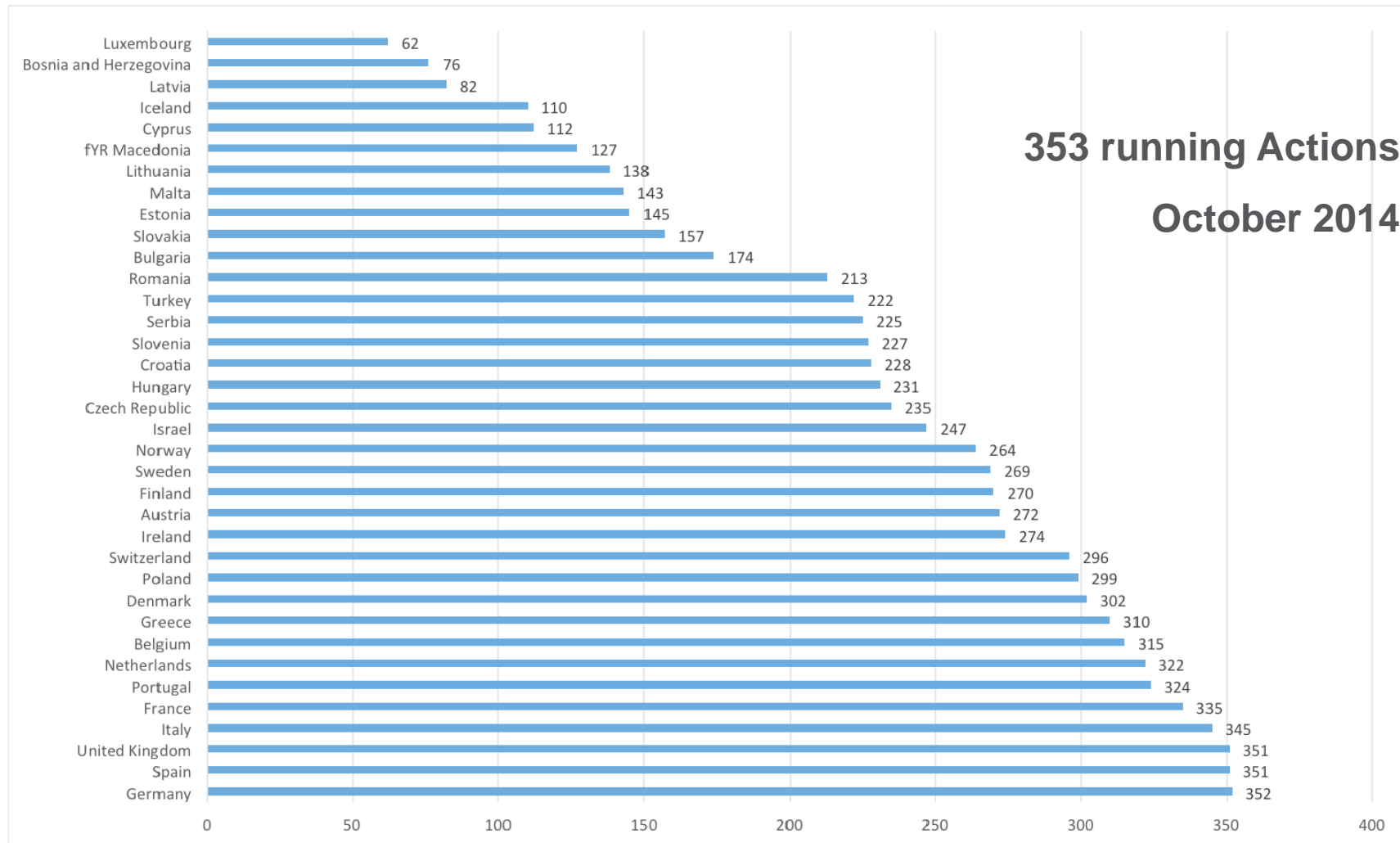
- ❑ All fields of S&T (highlight on trans-, multi-, interdisciplinary, new and emergent fields)
- ❑ All partners (academia, public organisations, SME, industry, NGO, International Organisations)
- ❑ All career stages (young and experienced researchers)
  - ❑ Capacity building, Early Career Investigators
- ❑ All countries (COST Countries, NNC, IPC)
  - ❑ Inclusiveness countries, Geographical balance, Global cooperation on the basis of mutual interest

## COST in Key Figures (2014)

- ❑ >340 Running Action
- ❑ 45.000 researchers involved in COST Actions' activities
- ❑ 18.000 participations in COST activities involving Early-Career Investigators (<PhD 8 years)
- ❑ 2550 Short-Term Scientific Missions
- ❑ 4000 Trainees involved in Training Schools
- ❑ 8600 researchers involved in proposal in the last collection 2014-1 (845 eligible proposals – 40 funded)



# COST Country participation in COST Actions

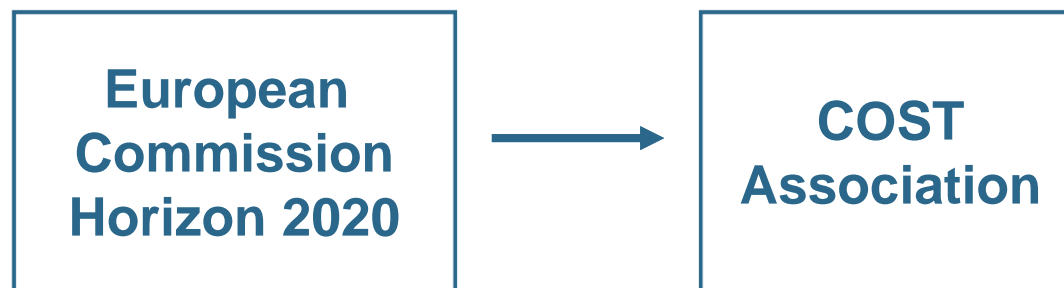




## **COST Budget in H2020**

**EUR 300 million for 7 years from two H2020 work programmes:**

- ❑ Challenge 6 “Europe in a changing world – inclusive, innovative and reflective Societies”
- ❑ “Spreading Excellence and Widening Participation”

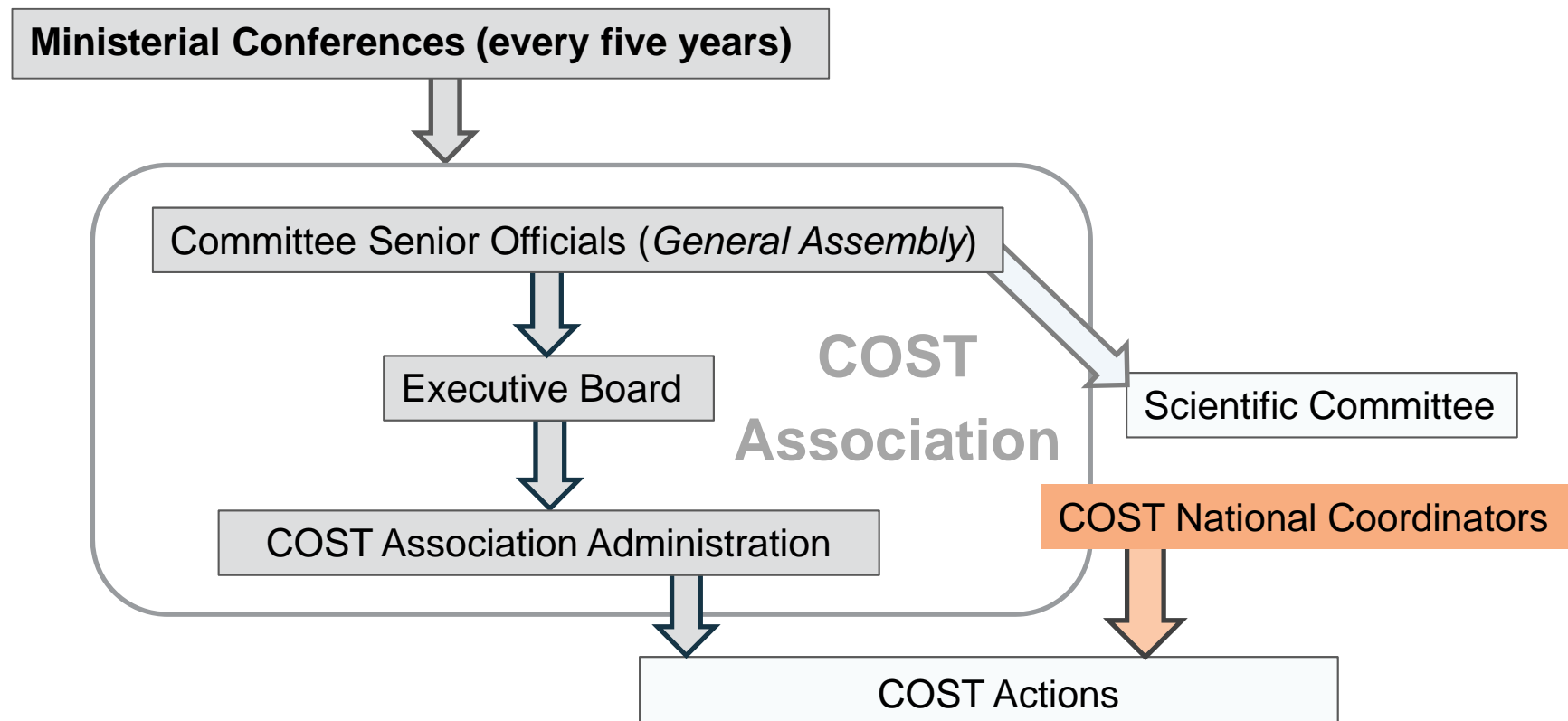




# COST STRUCTURE



# COST Association organisation and relation with other actors



See: [http://www.cost.eu/about\\_cost/who](http://www.cost.eu/about_cost/who)

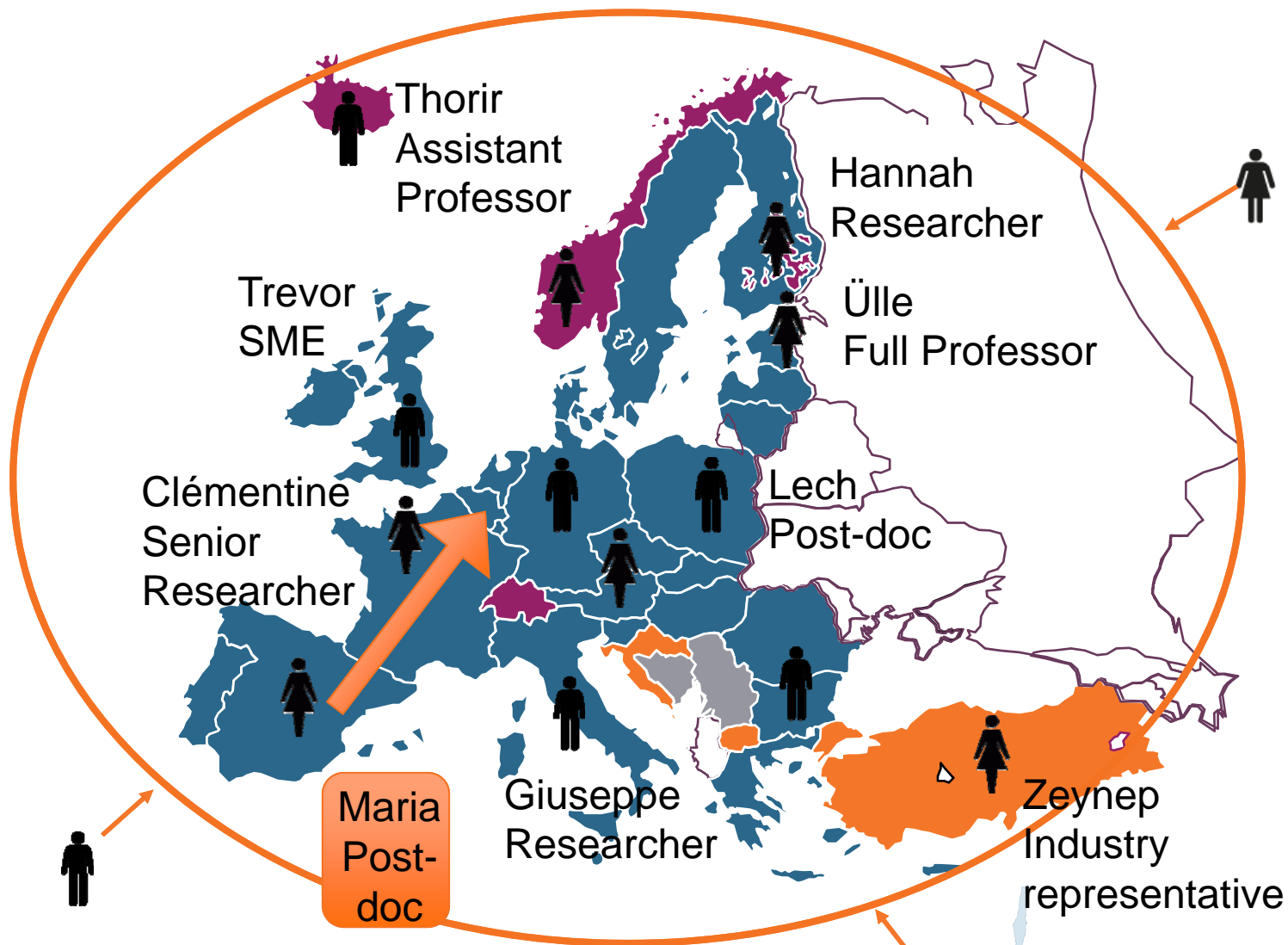
# COST Action - Characteristics

Network of researchers

- ❑ Collaborating in research fields of interest to at least 5 COST Countries
- ❑ Selected via the COST Open Call for proposals
- ❑ Objectives and deliverables defined in the Action's Memorandum of Understanding
- ❑ Duration of 4 years
- ❑ Expandable to new participants
- ❑ Average Annual COST Budget EUR 130 000 to perform networking activities

**COST DOES NOT FUND RESEARCH**

# How an Action is established



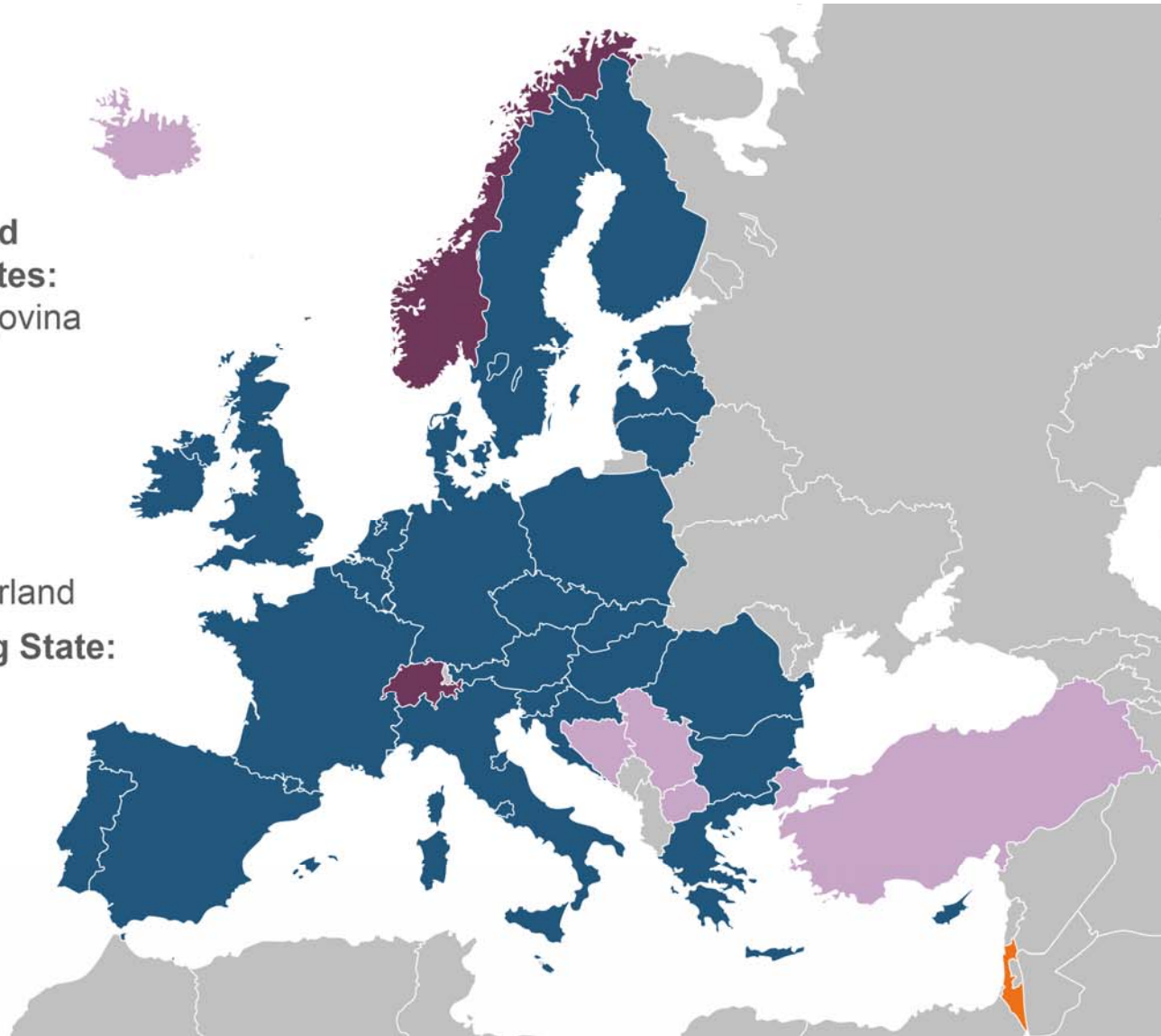


# COST ACTION



# COST Countries

- EU 28
- EU Candidates and Potential Candidates:  
Bosnia and Herzegovina  
FYR Macedonia  
Iceland  
Serbia  
Turkey
- Other Countries:  
Norway and Switzerland
- COST Cooperating State:  
Israel





# International dimension of COST

The participation of Institutions from Near Neighbour Countries (NNC) and International Partner Country (IPC) is welcome and is based on *mutual benefit*

- ❑ **Institutions in Near Neighbour Countries (NNC):**

- Balkan countries (Albania and Montenegro),

- Mediterranean countries (Algeria, Egypt, Lebanon, Libya, Morocco, the Palestinian Authority, Jordan, Syria and Tunisia)

- Eastern European Countries (Armenia, Azerbaijan, Belarus, Georgia, Moldova, Russia and Ukraine)

- ❑ **Institutions in all other International Partner Countries (IPC)**

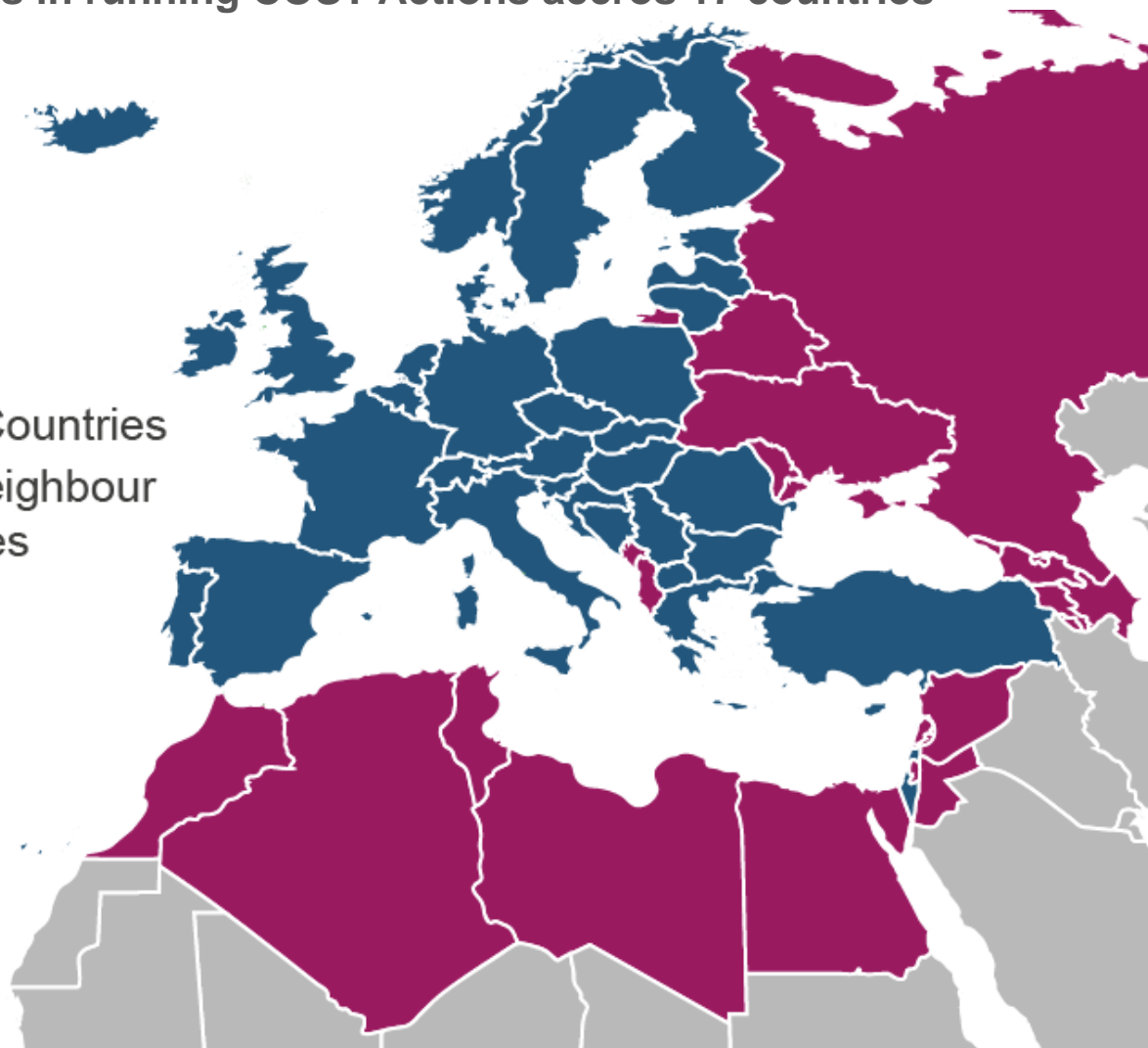


# COST Near Neighbour Countries

231 participations in running COST Actions accross 17 countries

- Albania (19)
- Algeria (6)
- Armenia (10)
- Azerbaijan (5)
- Belarus (5)
- Egypt (10)
- Georgia (4)
- Jordan (2)
- Lebanon (4)
- Moldova (5)
- Montenegro (15)
- Morocco (16)
- Palestinian Authority (4)
- Syrian Arab Republic (2)
- Russia (58)
- Tunisia (16)
- Ukraine (50)

● COST Countries  
● Near Neighbour Countries



*October 2014 data*

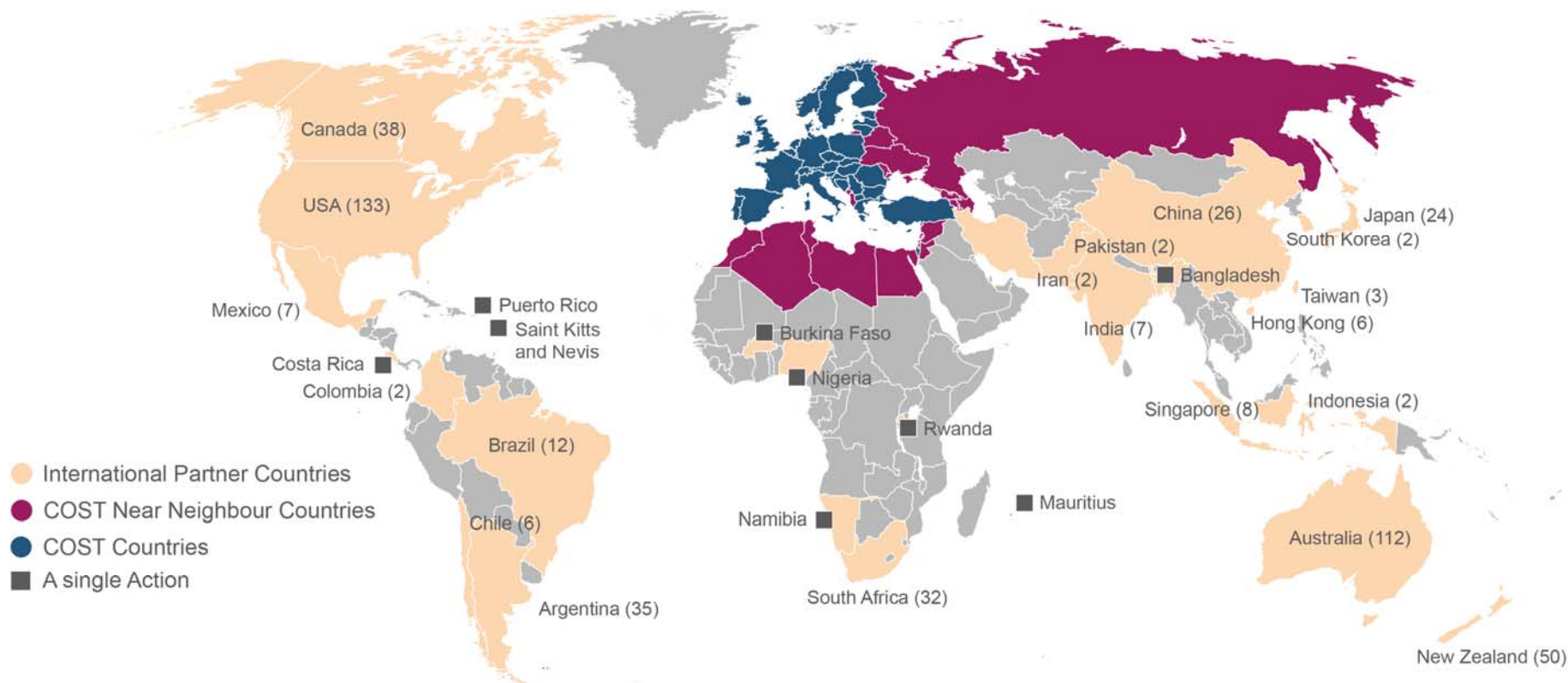


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# International Partner Countries

519 participations in running Actions across 29 countries



*October 2014 data*



# **COST ACTIONS**

## **HOW to PARTICIPATE?**



# How COST Countries join an Action

Before an Action Starts and less than one year after CSO Approval



If new COST Countries join the Action





# How IPCs, NNCs and Specific Organisations join an Action

## OPTION 1: NNC & IPC already included in the proposal = FOUNDERS

- Applicant encodes a new application
- Needs MC approval

## OPTION 2: NEW NNC & IPC

- Chair encodes applicant details in e-COST
- Applicant and Chair complete application form in e-COST
- Online approval by MC and COST Association

**Once the Institution is approved the applicant becomes MC Observer**



# COST Action Structure and Decision Making



# COST Actions

- ❑ A network of researchers with nationally funded research pursuing the fulfilment of the objectives and deliverables described in the approved proposal (MoU)
- ❑ Based on a joint work programme for 4 years
- ❑ In fields that are of interest to at least five COST Countries
- ❑ Selected via a COST Open Call



# Action Structure

**COST  
Association**

**GRANT HOLDER  
(GH)**

**MANAGEMENT  
COMMITTEE  
(MC)**

**WG 1**

**WG 2**

**WG 3**

**WG X**

# Management Committee

## DECISION MAKING BODY

Coordination, Implementation and Management of an Action.

Supervising the appropriate allocation and use of funds.

**Achieving the Action's MoU objectives.**

## COMPOSED OF:

Delegates nominated by their respective COST National Coordinator (CNC).

Up to 2 representatives per Participating COST Country.



# Management Committee

**KEY ROLES in order to ORGANISE THE WORK**

**ACTION CHAIR**

**ACTION VICE-CHAIR**

**WG LEADERS**

**GRANT HOLDER**

**And other horizontal roles**



**CORE GROUP:**

**Prepare MC decisions**

**CORE GROUP MEETINGS**

# **Management Committee**

## **MAIN TASKS TO BE PERFORMED by the MC**

**Action Strategy**

**Work & Budget Plan**

**Dissemination & Exploitation Strategy**

**Memberships**

**Implementation of COST Policies**

**Approval of new Countries and Organizations**

**Reporting**

**Supervising the appropriate use of funds**



# Management Committee

## DECISION TAKING PROCEDURE

### MC MEETINGS

Minimum once a year in a participating COST Country.

Typical duration ½ day.

Decisions only valid if at least 2/3 of the Participating COST Countries are represented.

**Simple majority vote** of MC Members with **one vote per Participating COST Country**.

**MC decision must be minuted and sent to COST Association.**

### E-VOTE

Initiated and managed by the MC Chair.

All MC members are in the e-mail list.

Vote open (7 days).

**Simple majority vote** of MC Members with **one vote per Participating COST Country**.

**MC decision must be minuted and should be included in the official MC minutes of the following MC Meeting.**



# Working Groups

## PRODUCTION & EXCHANGE OF RESEARCH

Achieving the scientific objectives as defined in the MoU

**WG Leaders must be MC Members**

## COMPOSED OF

Researchers from Participating COST Countries

**MC members** (all MC members should become members of WGs)

MC Observers from approved NNC, IPC, Specific Organisations



# **COST Action Strategy and Work and Budget Plan (W&B)**



# Action General Strategy

The Action General Strategy is based on the Memorandum of Understanding (MoU), which describes the Action objectives and the added value of networking.

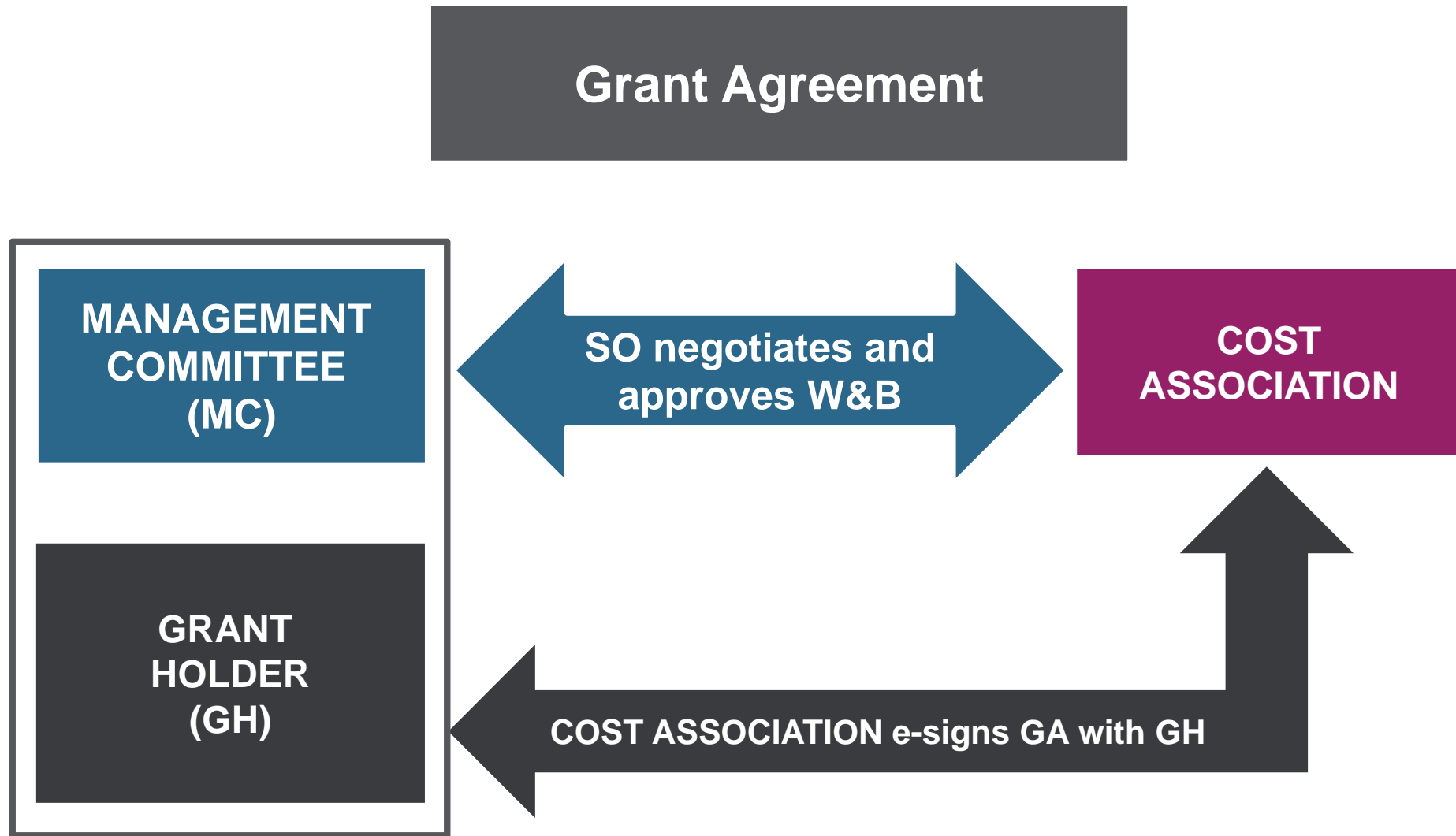
The MoU has to be accepted by a minimum of 5 different COST Member Countries and/or Cooperating State.

The Action is funded based on the Objectives stated in the MoU and these are expected to be achieved.

The Action Strategy can be defined as the timeline for the achievement of Action S&T activities and Objectives within the Action lifetime.

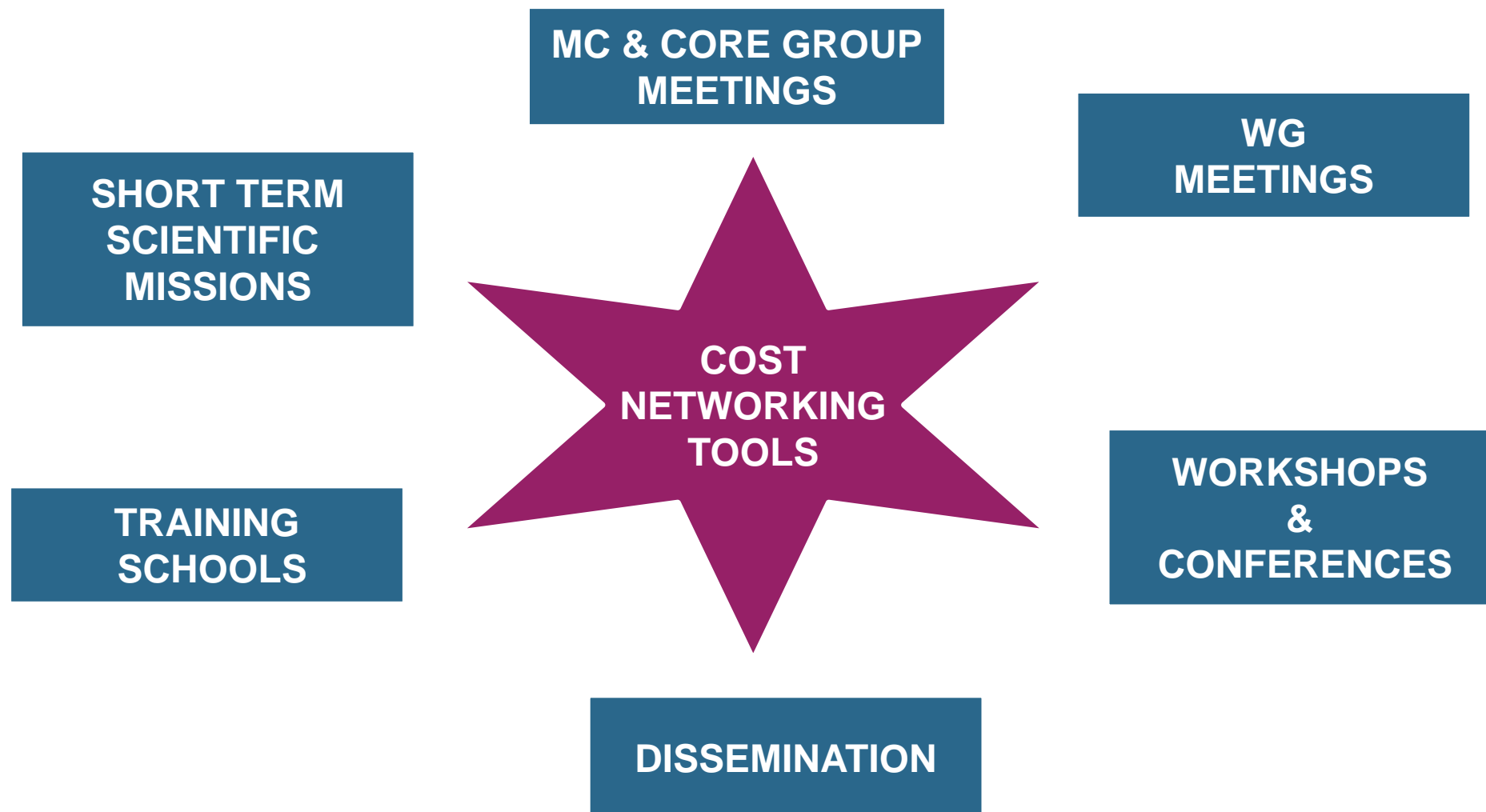


# How are COST Actions funded?





# COST Networking Tools



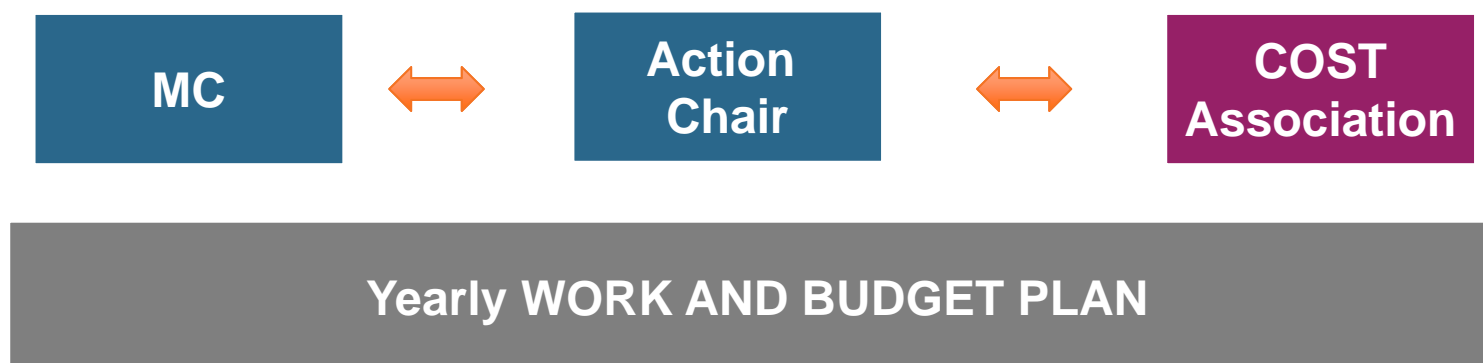
## What is the Yearly Work & Budget Plan?

Based on the Memorandum of Understanding, it is the document upon which the Grant Agreement is based on.

It details the **COST Networking tools** (MC/WG meetings, workshops, scientific missions, dissemination activities,...) to be used during the Grant Period in order to achieve the objectives including an estimate of the budget for each activity (following COST rules - Vademecum).

**Needs to be Approved by the MC and the COST Association.**

The budget level will primarily depend on the number of approved COST countries participating in the Action (current average: EUR 130.000)



# COST Networking Tools: **Meetings**

## MC, CORE GROUP, WG MEETINGS, WORKSHOP and CONFERENCES

- ❑ **Internal Meetings:** Management Committee (MC), Core Group (CG) and Working Group (WG) Meetings
- ❑ **Workshops and Conference:** serve the Action's objectives and act as a showcase for the activities of the Action
- ❑ **Dissemination Meetings:** to showcase an Action at relevant conference in the field (oral presentation); max 2 MC Members/substitutes are eligible to be reimbursed per GP

## SPECIFICS

- ❑ Location: Participating COST country (except Dissemination meetings)
- ❑ Approved by the MC (in the Work and Budget plan)
- ❑ MC determines among participants who are entitled for reimbursement

# COST Networking Tools: STSM,TS

## SHORT TERM SCIENTIFIC MISSIONS

- ❑ Exchange visits fostering collaboration, contributing to the scientific objectives of the Actions and allowing participant to learn new techniques, to have access to data/instruments/methods not available in their own institution

## TRAINING SCHOOLS

- ❑ Provide intensive training on a subject that contributes to the aim of the Action (new or emerging subject)
- ❑ If applicable, offer familiarization with unique equipment or know-how in one of the laboratories of the Action

# COST Networking Tools: Dissemination

## DISSEMINATION MATERIAL

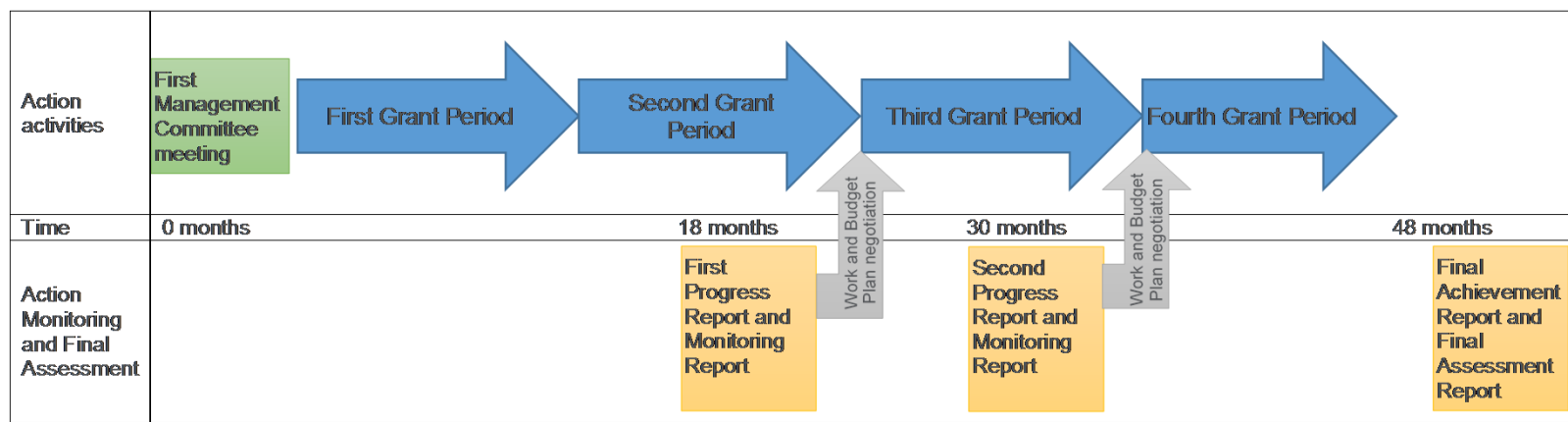
- ☐ Website, material for display or distribution (flyers, posters,...), Publications (journal, books,...), Open access licenses, Multimedia content, Distribution costs,...
- ☐ Must reflect the Action's objectives
- ☐ Should be made available to the widest audience (Open access)



# How to estimate the Budget?

<b>COST Networking Tools</b>	
<b>(1) MEETINGS</b>	- €
<b>(2) TRAINING SCHOOLS</b>	- €
<b>(3) SHORT-TERM SCIENTIFIC MISSIONS</b>	- €
<b>(4) DISSEMINATION, PUBLICATIONS</b>	- €
<b>(5) OERSA</b>	- €
<b>B - TOTAL SCIENCE EXPENDITURE (sum of (1) to (5))</b>	- €
<b>C - FSAC (max. of 15% of B.)</b>	- €
<b>TOTAL EXPENDITURE (B+C)</b>	- €

# Monitoring and Final Assessment of Actions



First Progress Report – 18 months

Second Progress Report – 30 months

Final Achievement Report – 48 months (end of Action)

Action Rapporteur  
 (independent  
 external expert)  
 reports remotely





# Monitoring and Final Assessment of Actions

Element	Purpose and features
<b>Progress Review 1</b>  <b>Month 18</b>	Monitors progress to date
	Identifies any specific interventions needed
	Input for Work and Budget Plan for Year 3
	Starts with e-COST providing quantitative data, Action Chair providing qualitative data and explanation of quantitative data, Rapporteur assessing and/or validating Chair report
<b>Progress Review 2</b>  <b>Month 30</b>	Monitors progress to date
	Identifies specific interventions needed to achieve MoU/ implement COST policies satisfactorily by the end of COST Action
	Input for Work and Budget Plan for Year 4
	Specific intension on planning and reviewing dissemination plans

# **Final Assessment**

Element	Purpose and features
<b>Final Assessment</b>  <b>Month 48</b>	Identify how well the Action has reached the defined MoU objectives and deliverables
	Information on initiation of any follow-up activities and its impact on R&D activities in the area covered by the Action
	Collects data for:
	COST Association reporting to EC
	Impact Analyses
	Identifying success stories
	Identifying 'early weak signals' (or emerging issues)



**How to Participate**  
**<http://www.cost.eu/participate>**



# OPTION 1

**Would you like to join an existing  
COST Action?**

**[http://www.cost.eu/participate/join\\_action](http://www.cost.eu/participate/join_action)**

# **COST Actions are Open!**

**You can join any Action that is running:**

✓ **AS A MC MEMBER:**

By contacting your CNC in order to be one (of the maximum two) MC members representing your Country

✓ **AS A WG PARTICIPANT:**

By contacting respective MC member and/or the Action Chair and participate in the Working Groups

# How to Find a running Action?

- ▶ **All Actions**
- ▶ Biomedicine and Molecular Biosciences (BMBS)
- ▶ Chemistry and Molecular Sciences and Technologies (CMST)
- ▶ Earth System Science and Environmental Management (ESSEM)
- ▶ Food and Agriculture (FA)
- ▶ Forests, their Products and Services (FPS)
- ▶ Individuals, Societies, Cultures and Health (ISCH)
- ▶ Information and Communication Technologies (ICT)
- ▶ Materials, Physics and Nanosciences (MPNS)
- ▶ Transport and Urban Development (TUD)
- ▶ Trans-Domain Proposals

## All Actions

This section gives an overview of all past and running Actions with descriptions provided by the Actions directly. Click on the Action of your interest. Alternatively, use the detailed search option in the top right corner of your screen or visit the Domain pages below.

### Search for COST Action

Full text search

  
☐ search in title only

all Domains

Action number

Start date from

End date until

e.g. 28/04/2010

Page **1** | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 |

Action 1 to 30 of 1172


▶ [show all Actions on one page](#)

Sort by

Action No	Name of Action	Start date	End date
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- ▶ MP1406 | Multiscale in modelling and validation for solar photovoltaics (MultiscaleSolar) | 07 May 2015 - 07 May 2019
- ▶ MP1404 | Simulation and pharmaceutical technologies for advanced patient-tailored inhaled medicines (SimInhale) | 04 May 2015 - 04 May 2019
- ▶ MP1405 | Quantum structure of spacetime (QSPACE) | 30 April 2015 - 30 April 2019
- ▶ IS1408 | Industrially Contaminated Sites and Health Network (ICSHNet) | 29 April 2015 - 29 April 2019
- ▶ IS1410 | The digital literacy and multimodal practices of young children (DigiLitEY) | 24 April 2015 - 24 April 2019
- ▶ MP1407 | Electrochemical processing methodologies and corrosion protection for device and systems miniaturization (e-MINDS) | 23 April 2015 - 23 April 2019
- ▶ TD1407 | Network on technology-critical elements - from environmental processes to human health threats | 15 April 2015 - 15 April 2019
- ▶ IS1407 | Ancient European languages and writings (AELAW) | 13 April 2015 - 13 April 2019
- ▶ FA1408 | A European Network for Foodborne Parasites (Euro-FBP) | 30 March 2015 - 30 March 2019

[http://www.cost.eu/COST\\_Actions/all\\_actions](http://www.cost.eu/COST_Actions/all_actions)

  
EUROPEAN COOPERATION IN SCIENCE AND TECHNOLOGY

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# How to Find a running Action?

MPNS COST Action MP1401

## Advanced fibre laser and coherent source as tools for society, manufacturing and lifescience

Descriptions are provided by the Actions directly via e-COST.

Among the different types of Lasers, fibre lasers are, both as research and commercially, the youngest, yet the fast growing type of laser due to several factors. This Action will be the first arena where experts in fundamental material science, established laser and component groups, fibre laser manufacturers and end-users will be able to actively interact, share know-how and focus on common goals. We do expect to boost a series of innovations in the field. Among them we aim to cover the 3-6 micron wavelength interval, and beyond, to support mid-infrared applications and to enhance fibre performance to cover more efficiently visible and ultra-violet wavelength generation for biophotonics and healthcare. The Action will also investigate glass material and fibre design to overcome the actual limitation in output power. The improvements will mainly boost healthcare to benefit wide society and EU manufacturing to retain and increase manufacturing workforce within EU. The Action will mentor a new generation of researchers by providing Early Stage Researchers an opportunity to develop both scientific and management skills. At the same time the Action will actively promote gender balance and women researchers to management positions.

### Materials, Physical and Nanosciences COST Action MP1401

► Description

► Parties

► Management Committee



### General Information\*

Chair of the Action:  
[Prof Stefano TACCHEO](#) (UK)

Vice Chair of the Action:  
[Prof Roberta RAMPONI](#) (IT)

Science officer of the Action:  
[Dr Fatima BOUCHAMA](#)

Administrative officer of the Action:  
[Ms Milena STOYANOVA](#)

### Downloads\*

Action Fact Sheet  
[Download AFS as .RTF](#)

Memorandum of Understanding  
[Download MoU as PDF](#)

### Websites\*

Domain website:  
<http://www.cost.eu/mpns>

\* content provided by e-COST.  
Data is synchronised once per night.

Description of the Action, Participants, MoU, MC Chair, Science Officer, Administrative Officer

# OPTION 2

**Are you already in contact with other researchers and you would like to submit a COST Action proposal?**



# COST Open Call - background doc.

- Webpage: [www.cost.eu/opencall](http://www.cost.eu/opencall)
- Rules & procedure for the submission, evaluation, selection and approval of COST Action proposals (COST 133/14 B.1.)
- COST Open Call Submission, Evaluation, Selection and Approval (SESA) guidelines
- COST Action proposal template (Technical Annex.docx)
- **The first Collection Date is 24 March 2015 at 12 noon (CET)**

**Stay tuned for COST updates:**  
**[http://www.cost.eu/participate/open\\_call](http://www.cost.eu/participate/open_call)**

# OPTION 3

**Become a COST EXPERT**

# Become a COST Expert!

As a COST Expert, you will have the opportunity to:

- contribute to the evaluation of COST Open Call proposals;
- participate in the assessment of Action results and outcomes;
- take part in the assessment of COST strategic activities

New experts can express their interest via the COST Expert online registration form ([www.cost.eu/experts](http://www.cost.eu/experts))

An updated Curriculum Vitae with a list of publications is required to demonstrate competence in specific areas of expertise.

More on COST Experts: [www.cost.eu/participate/experts](http://www.cost.eu/participate/experts)



# **COST 133/14**

## **B.1. “COST ACTION PROPOSAL SUBMISSION, EVALUATION, SELECTION and APPROVAL”**

# **COST Open Call**

**One-stage submission process** (on line tool)

New **S**ubmission, **E**valuation, **S**election and **A**pproval (SESA) procedure follows the subsequent phases:

- **SUBMISSION:** by a **Main Proposer** on behalf of a network of proposers
- **EVALUATION :**
  - External Remote Evaluation by **Individual External Experts**
  - Revision and Quality Check by **Review Panels**
- **SELECTION:** **COST Scientific Committee (SC)**
- **APPROVAL:** **COST Committee of Senior Officials (CSO)**

# Step1: External Remote Evaluation

- **3 Independent External Experts**
  - COST Expert data base
  - CV + expertise
  - Validated by the COST SC
- **Remote peer-review evaluation**
- **Remote consensus** shall be sought between the Independent External Experts
- **The consensus shall not be imposed**; independent External Experts may maintain their views on the proposal
- **Eventual differences in opinion of the experts resulting in a non-consensual decision will be handled and arbitrated by the Review Panel**

# **Step 1: External Remote Evaluation**

- Proposals are evaluated **only** on the basis of the **evaluation criteria**

S&T EXCELLENCE	IMPACT	IMPLEMENTATION
<ul style="list-style-type: none"> <li>Soundness of the challenge</li> </ul>	<ul style="list-style-type: none"> <li>Scientific, technological and/or socio-economic impact</li> </ul>	<ul style="list-style-type: none"> <li>Coherence and effectiveness of the work plan</li> </ul>
<ul style="list-style-type: none"> <li>Progress beyond the state-of-the-art and innovation potential</li> </ul>	<ul style="list-style-type: none"> <li>Measures to maximise impact</li> </ul>	<ul style="list-style-type: none"> <li>Appropriateness of management structures and procedures</li> </ul>
<ul style="list-style-type: none"> <li>Added value of networking</li> </ul>	<ul style="list-style-type: none"> <li>Level of risk and level of potential innovation/breakthroughs</li> </ul>	<ul style="list-style-type: none"> <li>Network as a whole</li> </ul>
Total Mark for the section: 25 points	Total Mark for the section: 20 points	Total Marks for the section: 20 points
<b>TOTAL MARK AWARDED: 65 points</b>		
<b>OVERALL THRESHOLD: 45 points</b>		

## Step 2: Revision and Quality check

- **By Review Panels**
  - Active researchers, engineers or scholars
  - Appointed by COST National Coordinators
  - *Ad hoc* Review Panels set by the COST Association
  - Validated by the COST Scientific Committee
- **Reviewing and validating** all the Consensus Reports and marks
- **Resolving the differences** in opinions among the Independent External Experts
- After validation of consensus reports and marks, **rank the proposals above the threshold**
- For the proposals above the threshold, identify those that indicate **emerging issues or potentially important future developments**



# Selection

- **By the COST Scientific Committee**
  - 36 high-level experts representing the 35 COST Member Countries and 1 Cooperating state (Israel)
  - Appointed by and reports to CSO
- Shall select among the ranked list of proposals received from the Review Panels by discriminating among proposals with the same marks, taking into account the **COST mission and policies**
  - Focus on **Excellence and Inclusiveness**
- **Balanced COST Action portfolio**, by ensuring the coverage of all S&T fields
- Shall submit the final ranked list of selected proposals to the CSO for approval

# PROPOSAL PREPARATION

## - PRACTICAL ASPECTS -

# Eligibility Criteria

- Represent a network of proposers from at **least 5** COST Member Countries or Cooperating State with researchers, engineers or scholars having a **registered e-COST profile**
- **Be coordinated by a Main Proposer in a COST Member Country or Cooperating State**
- Be **anonymous**, hence not contain any reference to the names and/or institutions of the participants in the network of proposers
- Address science and technology challenges destined only for **peaceful purposes**
- **Respect word or page limits** as described in the SESA Guidelines
- **English**, the working language of the COST Association
- **Not be identical with another submitted proposal**

# **Proposal Sections - Highlights**

SECTION		
<b>GENERAL FEATURES</b>	Online tool Mandatory	<ul style="list-style-type: none"> <li>▪ Key Expertise needed for Evaluation</li> <li>▪ OECD Fields / Subfields of Science and Technology plus Research Areas</li> </ul>
<b>TECHNICAL ANNEX</b>	PDF Mandatory	<ul style="list-style-type: none"> <li>▪ MAX 15 Pages</li> <li>▪ Anonymity</li> <li>▪ Figures and Pictures - Copyright</li> </ul>
<b>REFERENCES</b>	Online tool Optional	<ul style="list-style-type: none"> <li>▪ 500 words</li> <li>▪ Anonymity</li> </ul>
<b>COST MISSION &amp; POLICIES</b>	Online tool Mandatory	<ul style="list-style-type: none"> <li>▪ 500 words</li> <li>▪ Excellence and Inclusiveness</li> <li>▪ International Cooperation</li> <li>▪ Industrial Dimension</li> </ul>
<b>NETWORK of PROPOSERS</b>	Online tool Mandatory	<ul style="list-style-type: none"> <li>▪ Minimum 5 researchers from 5 COST Member Countries and/or Cooperating State</li> <li>▪ Statistical Information that will be used for evaluation</li> </ul>

# **Technical Annex**

SECTIONS	SUB-SECTIONS
<b>S&amp;T EXCELLENCE</b>	<ul style="list-style-type: none"> <li>▪ Challenge</li> <li>▪ Objectives</li> <li>▪ Progress beyond the State-of-the-art and Innovation Potential</li> <li>▪ Added value of networking</li> </ul>
<b>IMPACT</b>	<ul style="list-style-type: none"> <li>▪ Expected Impact</li> <li>▪ Measures to Maximise Impact</li> <li>▪ Potential for Innovation versus Risk Level</li> </ul>
<b>IMPLEMENTATION</b>	<ul style="list-style-type: none"> <li>▪ Description of the Work Plan</li> <li>▪ Management Structures &amp; Procedures</li> <li>▪ Network as a whole</li> </ul>



# S&T EXCELLENCE

## Challenge

- Description of the Challenge (Main Aim)
- Relevance and timeliness

## Objectives

- Research Coordination Objectives
- Capacity-building Objectives

## Progress beyond the state-of-the-art and Innovation Potential

- Description of the state-of-the-art
- Progress beyond the state-of-the-art
- Innovation in tackling the challenge

## Added value of networking

- In relation to the Challenge
- In relation to existing efforts at European and/or international level



# IMPACT

## Expected Impact

- Short-term and long-term scientific, technological, and/or socioeconomic impacts

## Measures to Maximise Impact

- Plan for involving the most relevant stakeholders
- Dissemination and/or Exploitation Plan

## Potential for Innovation versus Risk Level

- Potential for scientific, technological and/or socioeconomic breakthroughs



# IMPLEMENTATION

## Description of the Work Plan

- Description of Working Groups
- GANTT Diagram
- PERT (optional)
- Risk and Contingency Plans

## Management Structures and Procedures

## Network as a whole





# COST POLICIES



# COST Policies



# Excellence and Inclusiveness

## Originated from:

- The political context of the Innovation Union (Horizon 2020).
- The intergovernmental context of the COST Member Countries.

## With the aim to:

- **Encourage and enable researchers from less research-intensive countries across the COST Member Countries to set up and/or join COST Actions and get more intensively involved in all COST activities.**
- Counterbalance research communities unequal access to knowledge infrastructures, funding and resources distribution.
- Connecting “pockets of excellence” in science and technology operating from diverse locations in Europe.

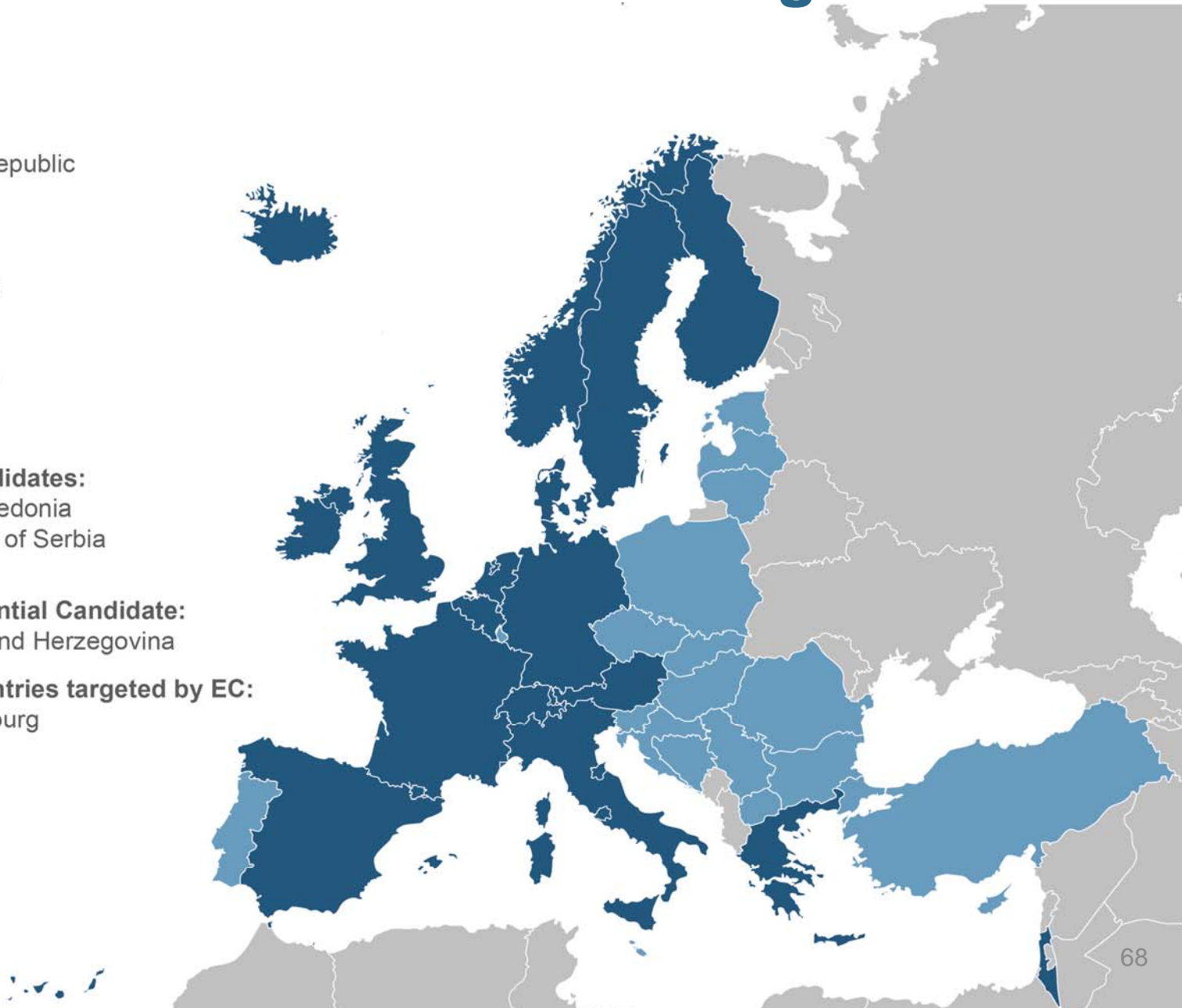
# COST Inclusiveness Target Countries

● **EU 13:**  
Bulgaria  
Croatia  
Cyprus  
Czech Republic  
Estonia  
Hungary  
Latvia  
Lithuania  
Malta  
Poland  
Romania  
Slovakia  
Slovenia

**EU Candidates:**  
fYR Macedonia  
Republic of Serbia  
Turkey

**EU Potential Candidate:**  
Bosnia and Herzegovina

**EU Countries targeted by EC:**  
Luxembourg  
Portugal



# Excellence and Inclusiveness

## Implementation Strategy by the MC

The Action should have a plan towards inclusiveness (**Geographical Coverage, Early Career Investigator involvement and Gender Balance**) that is revised and updated at every MC meeting and develop a strategy to attract researchers and stakeholders

### SOME EXAMPLES:

- ❑ Leadership roles
- ❑ Organising and locating Action meetings and events
- ❑ Benefiting from COST networking tools
- ❑ Promoting STSMs
- ❑ Action Think Tank for Early Career Investigators

**ECI = PhD + up to 8 years**

# International Cooperation

## Implementation Strategy by the MC

Aiming to support the involvement of researchers from **Near Neighbour** and **International Partner Countries** in COST Actions on the basis of mutual benefit.

### SOME EXAMPLES:

- Approved IPC and NNC Institutions can host STSMs
- Researchers from approved NNC Institutions can:
  - Apply for STSMs
  - Attend Training Schools
- Researchers from approved IPC and NNC Institutions can be Trainers when Training Schools are organised

# SME & Industry Cooperation

## Implementation Strategy by the MC

Aiming to facilitate/ encourage industry participation

### SOME EXAMPLES:

- Session dedicated to industrial participation at Action events
- Roundtable discussions with industrial partners at Action events
- STSMs with industry acting as home/ host institution

# Final Considerations

- ❑ Strong competition: be ambitious
- ❑ Start early – a proposal preparation needs time
- ❑ Become acquainted with the **COST Open Call: Submission, Evaluation, Selection and Approval (SESA) guidelines** (in preparation)
- ❑ Have a clear view over the Action structure and 4 years strategy (WG)
- ❑ Present a clear strategy on the integration of researchers from inclusiveness countries (ex: Grant Holder, STSM,...)
- ❑ If you have the chance, have a **native speaker check the English**
- ❑ BUT - Perfect English is not necessary, it is the **clarity + consistency**
- ❑ .....



# COST: Important documents


<http://www.cost.eu/participate>

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**Participate**

Scientists and researchers from the 35 COST Member Countries and the Cooperating State can participate in science and technology networks known as COST Actions by:



- Submitting a proposal for a new COST Action
- Joining an existing COST Action
- Becoming involved in specific COST Action activities
- Becoming a COST Expert

**What are COST Actions?**

COST Actions are bottom-up science and technology networks, open to researchers and stakeholders with a duration of four years. They are active through a range of [networking tools](#), such as workshops, conferences, training schools, short-term scientific missions (STSMs), and dissemination activities. **COST does not fund research itself.**

COST prides in its support for high-risk, innovative and emerging research themes. However, **COST does not set any research priorities.**

COST Actions can also pave the way to or establish synergies with [EU-funded research projects](#). Moreover, collaboration within research projects can also lead to new [Actions](#), thus enhancing the networking potential of such consortia.

## COST Implementation Rules

- ▶ A. Rules for Participation in and Implementation of COST Activities (132/14) (PDF, 335 kB)
- ▶ B.1. COST Action Proposal Submission Evaluation and Approval (133/14) (PDF, 267 kB)
- ▶ B.2. COST Action Management, Monitoring and Final Assessment (134/14) (PDF, 341 kB)
- ▶ B.3. COST International Cooperation and Specific Organisations Participation (135/14) (PDF, 214 kB)
- ▶ SESA Guidelines (PDF, 1 MB)

## Vademecum

- ▶ COST Vademecum (PDF, 3 MB)

## COST Action Template Centre

- ▶ Final Achievement Report - MC Chair (DOCX, 210 kB)
- ▶ Grant Agreement Template (PDF, 310 kB)
- ▶ e-COST Action Management Tool User Guide (eCAMT) (PDF, 2 MB)

## Key Documents

- ▶ Open Call for Proposals (PDF, 162 kB)
- ▶ Technical Annex (DOCX, 113 kB)



EUROPEAN COOPERATION IN SCIENCE AND TECHNOLOGY



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