



**COST**

**European Cooperation in Science  
and Technology**

**Introduction to the  
COST Framework Programme**



# Outline

## 1. What are the COST Actions and how to participate in them? **COST Actions: the networking instrument**

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



# 1. What are the COST Actions and how to participate in them?



## COST Actions – characteristics (1/2)

- ❑ A network of researchers, engineers and scholars with nationally funded research
- ❑ Collaborating in S&T fields of common interest to at least five COST Countries
- ❑ Submission to the COST Open Call for proposals
- ❑ Evaluated and selected via a tailored procedure
- ❑ Based on a joint work programme described in a Memorandum of Understanding
- ❑ Duration: 4 years

**COST DOES NOT FUND RESEARCH**

## COST Action – characteristics (2/2)

- ❑ Expandable to new participants
- ❑ Implemented through networking activities: Meetings, Working Groups, Conferences, Workshops, Short Term Scientific Missions, Training Schools and Dissemination Activities
- ❑ Average Annual COST Budget EUR 130 000
- ❑ Pursuing the fulfilment of the objectives and deliverables described in the Memorandum of Understanding

**COST DOES NOT FUND RESEARCH**



# **COST Actions**

## **How to Participate?**



# Join an Action

- ✓ **As a Management Committee (MC) member**

Contact your CNC

- ✓ **As a Working Group (WG) participant**

Contact the Action Chair and/or the national MC member representative

- ✓ **Short Term Scientific Mission...**

- ✓ **Training school...**

- ✓ **Workshops...**

...Contact the Action Chair/check the Action website



# Which countries can participate?





# 37 COST countries

- EU 28

- EU Candidates and EU Potential Candidates:

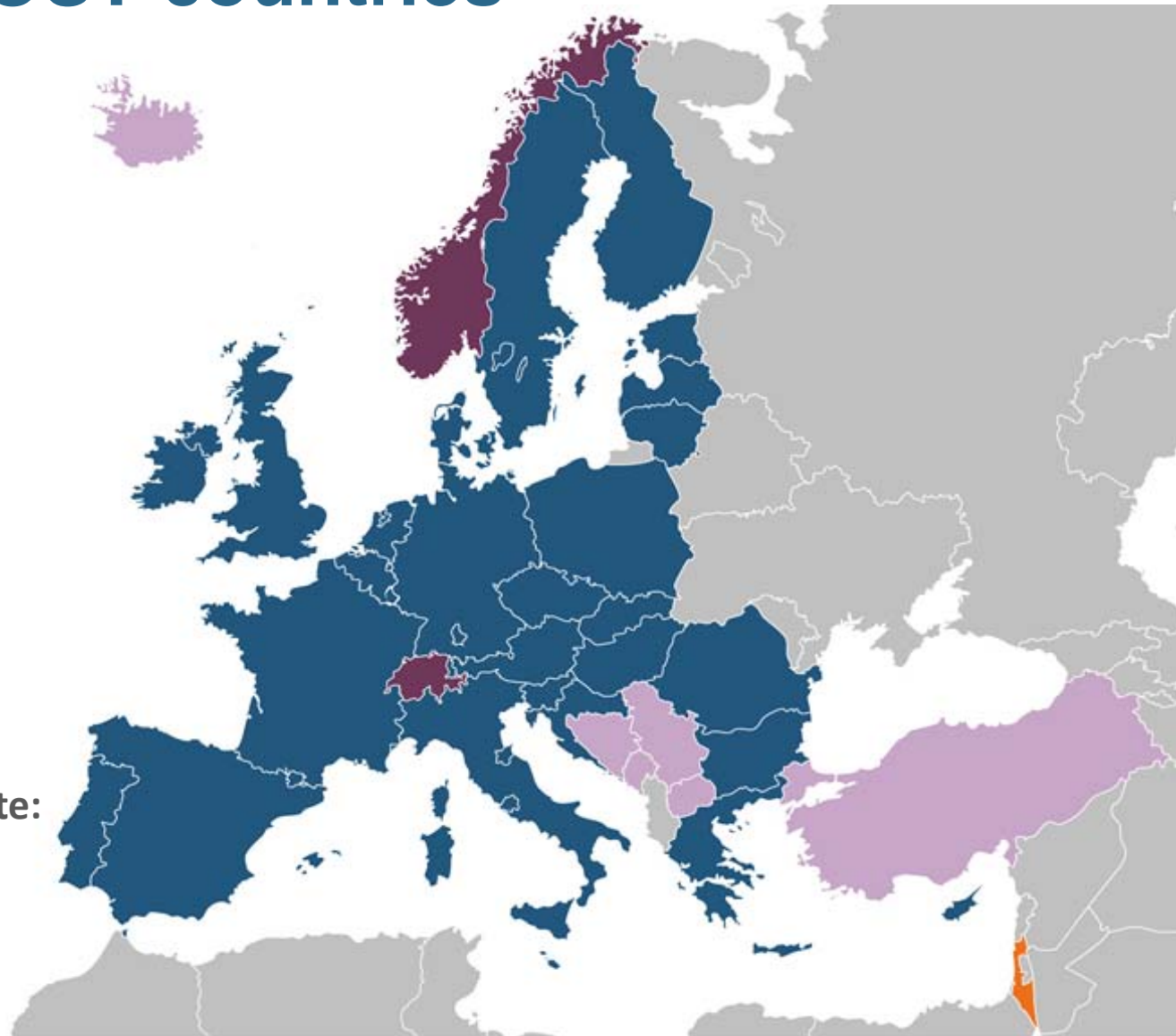
- Bosnia and Herzegovina
- fYR Macedonia
- Montenegro
- Serbia
- Turkey

- Other Countries:

- Norway
- Switzerland

- COST Cooperating State:

- Israel

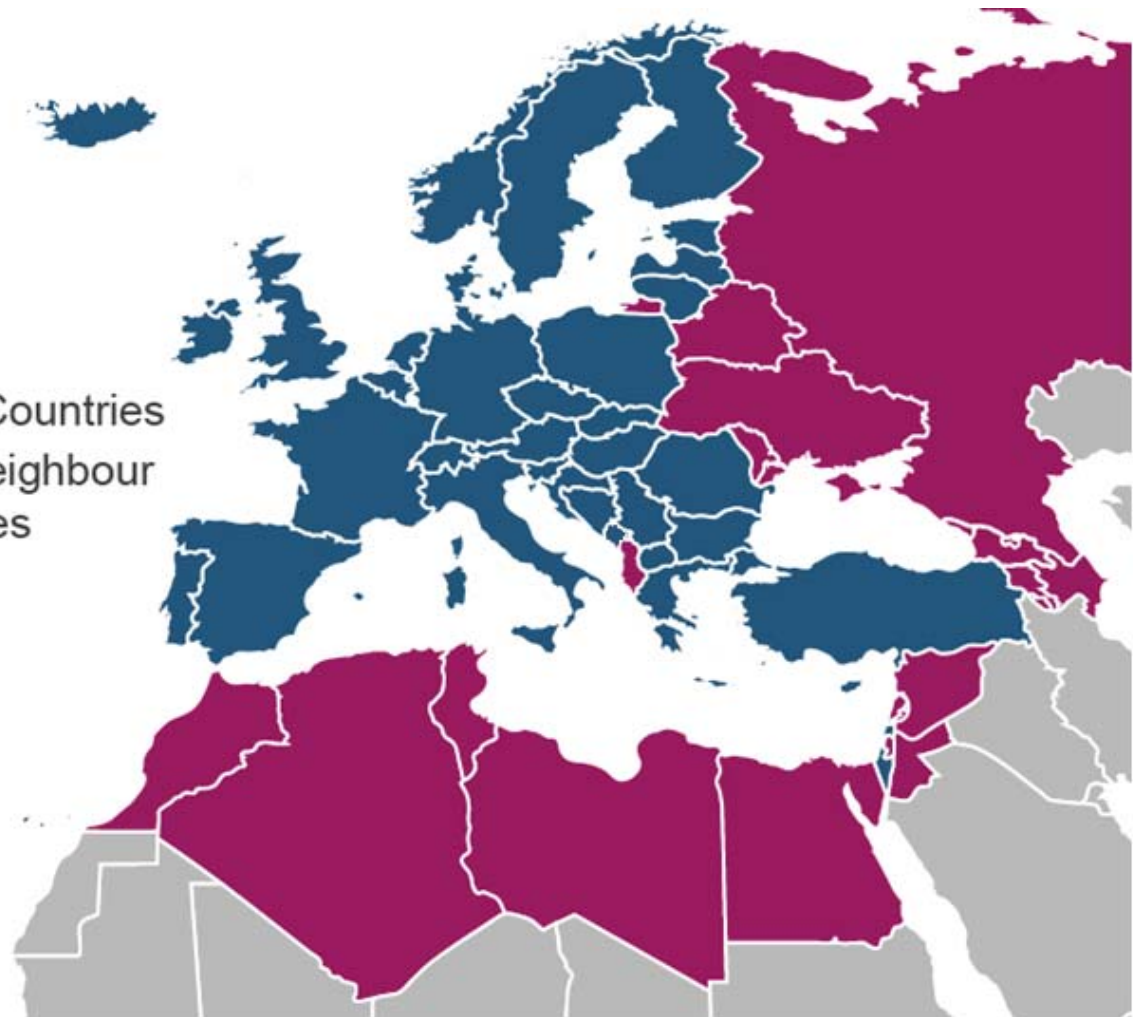


# COST Near Neighbour Countries

273 participations in running COST Actions across 16 countries

- Albania (31)
- Algeria (8)
- Armenia (15)
- Azerbaijan (1)
- Belarus (8)
- Egypt (9)
- Georgia (8)
- Jordan (4)
- Lebanon (5)
- Moldova (8)
- Morocco (16)
- Palestinian Authority (6)
- Syrian Arab Republic (2)
- Russia (68)
- Tunisia (22)
- Ukraine (62)

● COST Countries  
● Near Neighbour Countries

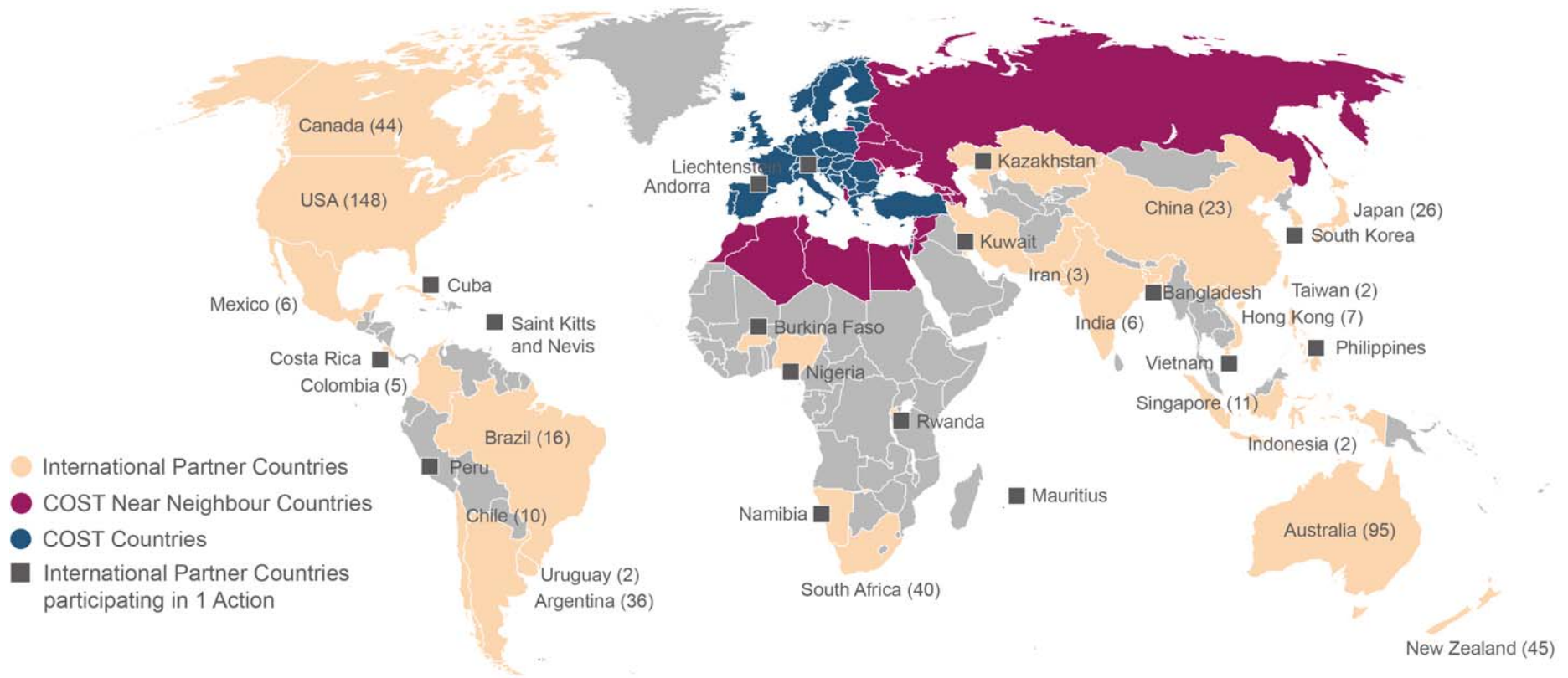


Status January 2016



# International Partner Countries

546 participations in running Actions across 37 countries



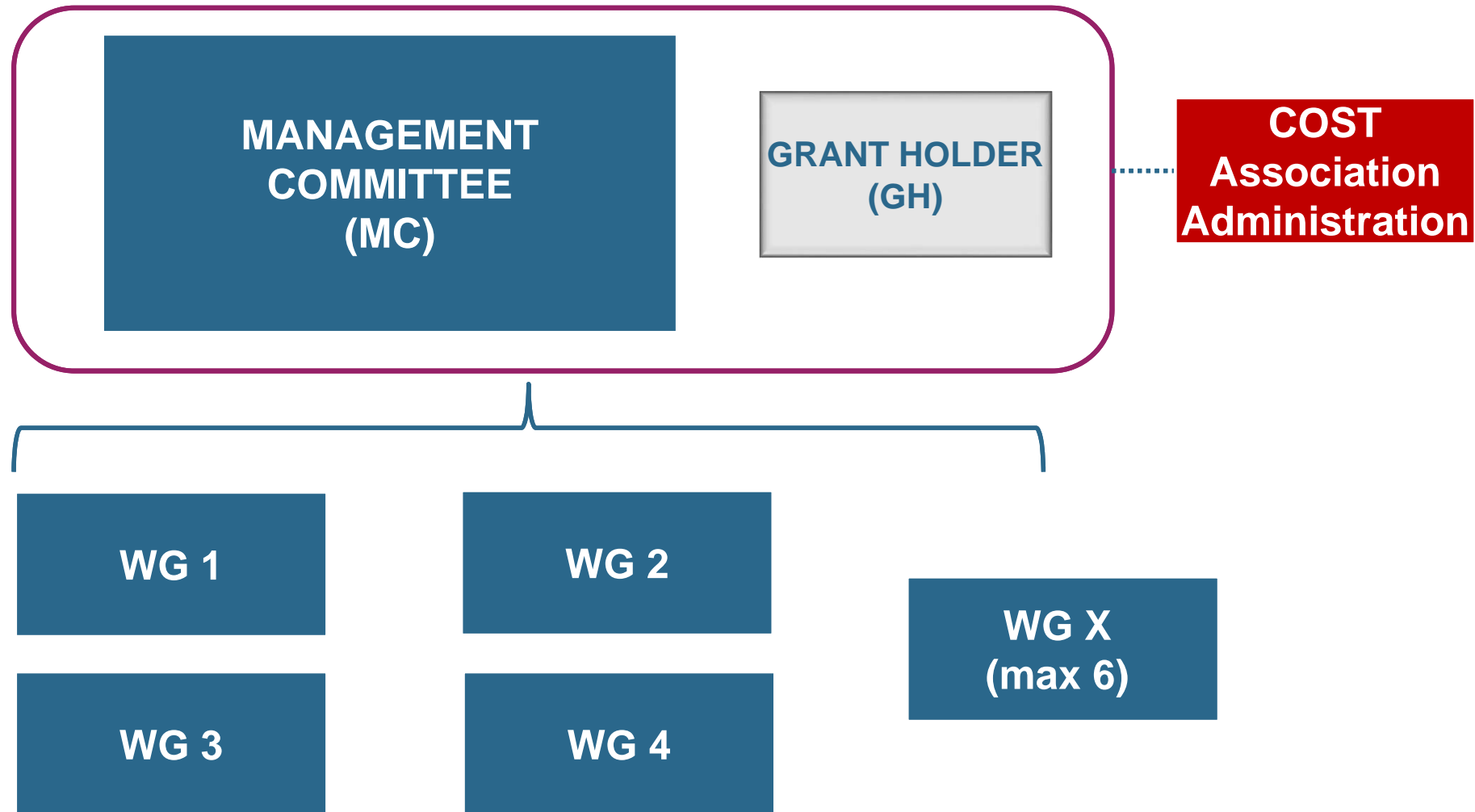
Status January 2016



# COST Action Structure and Decision Making



# COST Action Structure



# Management Committee

## DECISION MAKING BODY

- ❑ Coordination, Implementation and Management of an Action
- ❑ Achievement of the Action's objectives (MoU)
- ❑ Define the Action Strategy
- ❑ Supervise the appropriate allocation and use of funds
- ❑ Implement COST mission and policies

# Management Committee

## COMPOSED OF

- ❑ Up to 2 members nominated by their respective COST National Coordinator (CNC)
- ❑ MC Chair(/Vice-Chair) – responsible for coordinating the MC activities
- ❑ WG leaders – reporting on WG activities
- ❑ Grant Holder (Scientific Repr.) – relay to the Grant Holder institution
- ❑ Other roles defined by MC (STSM, dissemination leader...)
- ❑ MC Observers (NNC, IPC, Eur. RTD Org., Internat.Org.)



### CORE GROUP:

**Prepare MC  
decisions  
(Core group  
meetings)**

# Management Committee

## MAIN TASKS

- ❑ Set the Action Strategy (Science and Networking) as defined in the MoU
- ❑ Agree on the Action Structure
  - ❑ Election of the Action Chair, Vice-chair, Grant Holder and other relevant COST Action positions needed to achieve Actions Objectives.
  - ❑ Working Group structure and membership.
- ❑ Approval of the Annual Work & Budget Plan (COST Networking tools)
- ❑ Define Dissemination & Exploitation Strategy
- ❑ Approval of new Countries and Organizations
- ❑ Reporting





# 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 minutes 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

## CHARACTERISTICS AND ROLE

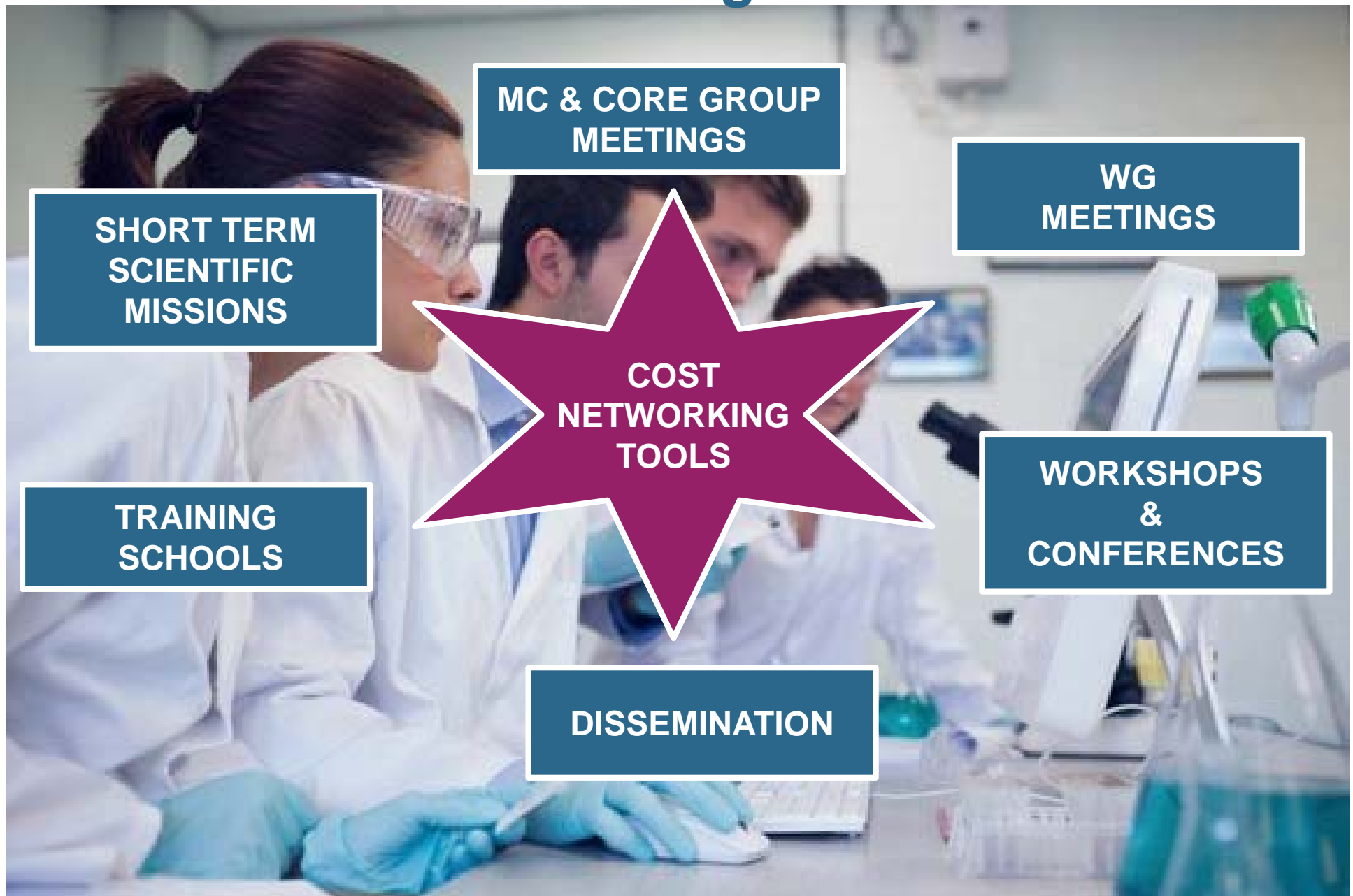
- ❑ From 3 to 6 WG – as set in the MoU
- ❑ Perform the necessary tasks required for the Action to fulfil its scientific objectives as defined in the MoU
- ❑ Coordinate the research work, production and exchange of research, prepare reports to MC (WG meetings)

## COMPOSED OF

- ❑ All MC Members (WG Leaders must be MC Members)
- ❑ MC Observers (NNC, IPC, Eur. RTD Org., International Org.)
- ❑ Any researcher from Participating COST Member Countries



# COST Networking Tools



# COST Networking Tools: Meetings

## TYPES

- ❑ **Internal Meetings:** Management Committee (MC), Core Group and Working Group (WG) Meetings
- ❑ **Workshops and Conference:** serve the scientific Action objectives and acts as a showcase for the activities of the Action

## SPECIFIC

- ❑ 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: Meetings

## COST SUPPORT

- ❑ Participant (1)
  - ❑ Eligible category: MC, WG, NNC, Eur.RTD Org, Invited Speakers (only Workshops/Conferences)
  - ❑ Prerequisite: invitation/confirmation via eCOST, signed attendance list and Travel Reimbursement request returned to Grant Holder
  - ❑ reimbursement of participations to COST activities (claim submitted <30 days after the activity, payment <30 days after submission of claim)
  - ❑ Accommodation: flat rate (max. EUR 120/night)
  - ❑ Meals: flat rate (max. EUR 20/meal) – lunch and dinner



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# COST Networking Tools: Meetings

## COST SUPPORT

- ❑ Participant (2)
  - ❑ Long distance travel expenses: face value/receipts
    - ❑ air: economy, up to EUR 1200
    - ❑ Train/bus: all class
  - ❑ Local transport: up to EUR 25 (flat rate), > EUR 25 (receipts)
  - ❑ Taxi: before 7am (departure) or after 10pm (return), max EUR 80 (receipts)
- ❑ Local organiser: COST contribution
  - ❑ Lump sum of EUR 20/participant/day (max EUR 5000)
  - ❑ up to EUR 10000 (justifications)



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# COST Networking Tools: Dissemination Meeting

- showcase an Action at relevant conference in the field (oral presentation)

## SPECIFIC

- Eligible: MC members
- 2 participations per Grant period

## SUPPORT

- see meetings + up to EUR 500 conference fee



# COST Networking Tools: 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

## SPECIFIC

- ❑ all researchers from participating countries, but preference for Early Career Investigator (PhD + up to 8 years), PhD students...
- ❑ From a participating COST Country to another participating COST Country or approved NNC/IPC institution/Organisation
- ❑ From an NNC country to a participating COST Country
- ❑ Duration: 5 to 90 days (180 days for ECI)
- ❑ Applications: [www.cost.eu/stsm](http://www.cost.eu/stsm)







# COST Networking Tools: Short Term Scientific Missions

## SUPPORT

- Grant:
  - Up to EUR 2500 (for a period up to 90 days)
  - Up to EUR 3500 (for a period between 91 and 180 days) – Early Career Investigators only



# COST Networking Tools: 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

## SPECIFIC

- Duration: 2 to 15 days
- Location: participating COST country or approved NNC institution
- Broadly advertised, it must respect a country balance among trainees and target Early-Career Investigators/PhD students
- Eligible: Trainees from all COST countries and approved NNC institutions/Eur. RTD Organisations
- Trainee Grant: max. EUR 1500



## COST Networking Tools:

### Dissemination material

- ❑ Website, material for display or distribution (flyers, posters,...), publications (journal, books,...), Open access licenses, Multimedia content, distribution costs,...

#### SPECIFIC

- ❑ must reflect the Action's objective
- ❑ should be made available to the widest audience (Open access)



# **COST Actions**

## **Activity plan and budget**



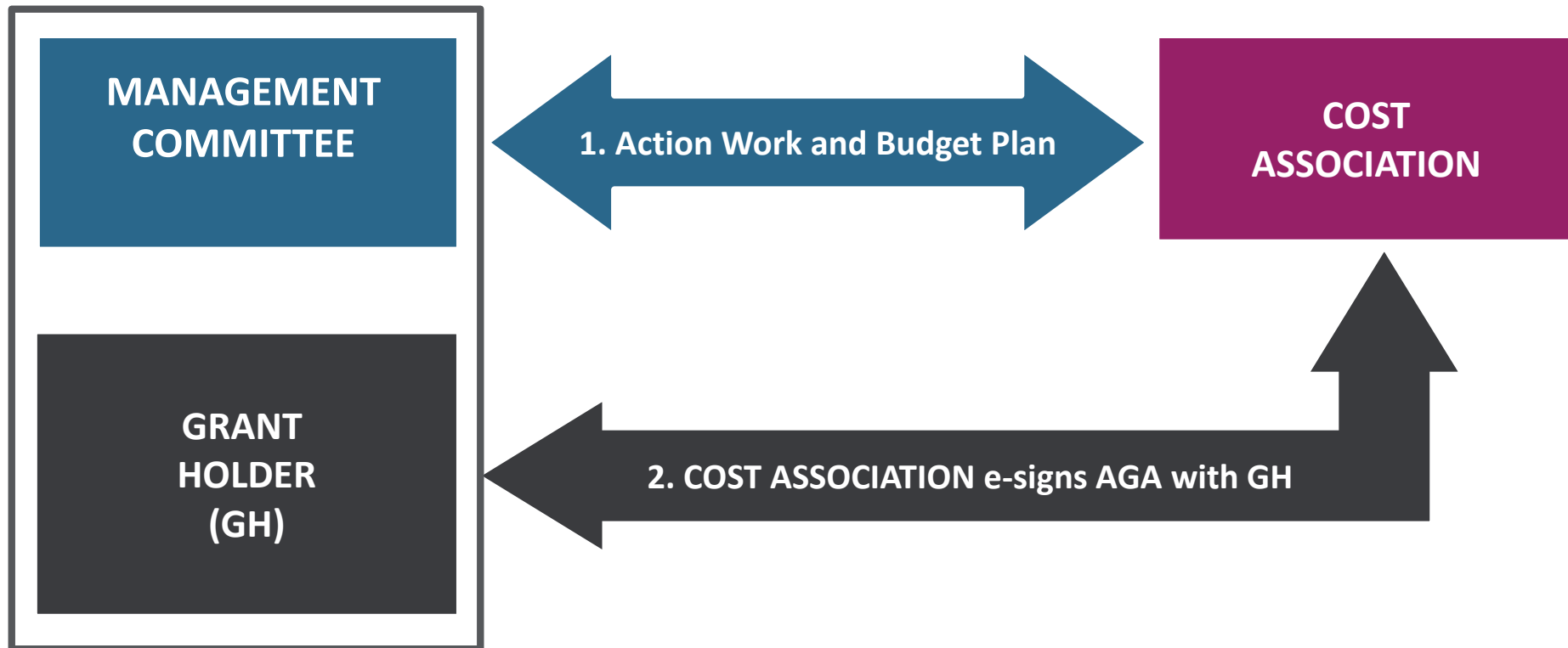
# COST Action strategy (activity plan)

1. The Memorandum of Understanding provides the Action's objectives, tasks, activities, milestones and deliverables over 4 years
2. At the start of the Action and every year, the Management Committee will establish a yearly Work and Budget Plans with the assistance of the COST Association administration within the available budget frame
3. A Grant Agreement is signed yearly between the COST Association and the Grant Holder institution (one of the participating institutions in the Action)



# What is the Action Grant Agreement?

COST Actions are funded through an Action Grant Agreement (AGA) between the selected Grant Holder and the COST Association



## COST Grant System – key features

- ❑ Grant Holder institution elected at the first MC meeting
- ❑ Among the institutions represented at the MC
- ❑ GH signs a yearly Grant Agreement with the COST Association
- ❑ Receives the Grant in two instalments (65% after signature of the AGA and 35% after 6-8 month based on an intermediary report)
- ❑ GH administers the Grant according to the work and budget plan via eCOST/eCAMT
- ❑ Administration of activities
- ❑ Submits intermediate and yearly financial reports
- ❑ Administrative support (FSAC) to the GH: up to 15% of the yearly expenses
- ❑ Average Grant: EUR 130000
- ❑ More: see Vademecum [www.cost.eu/participate/networking](http://www.cost.eu/participate/networking)



# COST Actions are Open!

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

✓ **As a Management Committee (MC) member taking part in the management of the Action:**

Contact your CNC and apply to become a MC members representing your Country.

✓ **As a Working Group (WG) participant taking part in the Scientific activities of the Action:**

Contact the Action Chair and/or the national MC member

✓ **As an STSM, Training School, workshop participant...**

Contact the Chair/Check the website





# How to Participate in an Action

<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)**

# 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

Submit

Action number

Submit

Start date from

End date until

Submit

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

- 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)



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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>

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

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

# OPTION 2

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

**<http://www.cost.eu/opencall>**



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