



COST Action CA18113

EuroMicroPH

Understanding and Exploiting the Impacts
of Low pH on Micro-organisms

Short Term Scientific Missions (STSM) are institutional visits aiming to support individual mobility, fostering collaboration between individuals. A STSM **should specifically contribute to the scientific objectives of the COST Action**, whilst at the same time allowing those partaking in the missions **to learn new techniques, gain access to specific data, instruments and/ or methods not available in their own institutions/ organisations.**

Short-Term Scientific Mission consists in a visit of a host organization located in a different country than the country of affiliation

STSM – ELIGIBILITY AND GENERAL RULES

STSM applicants are eligible if they belong to:

- A COST Full/Cooperating Member
- An European RTD
- A NNC

Grantee can perform the STSM mission **anywhere in the world** with a maximum allocated budget of **up to** EUR 4000

There is **no minimum number of days** required for the STSM mission

STSM need to be carried out in their entirety within a single Grant Period and always within the Action's lifetime.

The COST Association and the Grant Holder of the Action cannot be considered as being an STSM grantee's employer. STSM grantees shall make their own arrangements for all provisions related to personal security, health, taxation, social security and pension matters.

EVALUATION

The evaluation of each received STSM application is performed by the Action MC. The Action Chair (or Vice-Chair if the Action Chair is affiliated to the Grant Holder Institution) or the appointed STSM Coordinator / Committee can assume this responsibility if the Action MC gives them the mandate to perform this task on their



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behalf. The person responsible for performing the related tasks into e-COST is referred to as STSM coordinator. The evaluation criteria defined by the Action MC should be communicated to all potential applicants.

The selection of successful STSM applicants shall be done so in consideration of the scientific scope of the proposed mission and how the mission can support the Action in achieving its scientific objectives. There should be special considerations made by the Action MC with respect to supporting COST policies on promoting gender balance, enabling Early Career Investigators (ECI), broadening geographical inclusiveness.

STSM – FINANCIAL SUPPORT

An STSM Grant is a fixed financial contribution which takes into consideration the budget request of the applicant and the outcome of the evaluation of the STSM application. STSM Grants do not necessarily cover all expenses related to undertaking a given mission. A STSM Grant is a contribution to the overall travel, accommodation and meal expenses of the Grantee.

The calculation of the financial contribution for each STSM shall respect the following criteria:

- Up to a maximum of EUR 4000 in total can be afforded to each successful applicant.
- Up to a maximum of EUR 160 per day can be afforded for accommodation and meal expenses.

The Action Chair (or Vice-Chair if the Action Chair is affiliated to the Grant Holder Institution) and / or the appointed STSM Coordinator / Committee should consider and can approve differentiated country rates to cover accommodation and meal expenses based on the perceived cost of living in the host country.

APPROVING STSM FOR PAYMENT

The STSM Grantee has 30 calendar days from the end date of the mission to submit a scientific report to the Action Chair (or to the Vice-Chair if the Action Chair is affiliated to the Grant Holder Institution) / the appointed STSM Coordinator / Committee and to a senior researcher affiliated to the Host Institution.



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Payment of the Grant is subject to a STSM scientific report being approved on behalf of the Action's MC by the delegated person(s) responsible and by a senior researcher affiliated to the Host Institution. Written approval of the STSM scientific report by the aforementioned persons shall be uploaded in e-COST for archiving purposes.

Before the STSM:

Eligible STSM applicants must:

- Complete an online STSM application, <http://www.cost.eu/stsm>

During the application, the grantee needs to submit the following information:

- To be filled in e-COST:
 - Title
 - Start and end date (within the active Grant Period);
 - Budget requested by the applicant;
 - Information about the host institution and contact person.
- To be uploaded to e-COST:
 - Application form (template available on e-COST) describing: Goals, description of the work to be carried out by the applicant, expected outcomes and description of the contribution to the Action MoU objectives;
 - Confirmation of the host on the agreement from the host institution in receiving the applicant;
 - Other documents required by the Action (e.g. recommendation letter, etc...)

After the STSM:

The STSM grantee is required to submit a short scientific report to the Host institution (for information purposes only) and to the Action Chair (or Vice Chair if the Action Chair is affiliated to the Grant Holder Institution) / STSM Coordinator or Committee for formal approval within **30 days after the end date of the STSM**. Written approval of the scientific report by the aforementioned persons must be uploaded in e-COST for archiving purposes.