



Call Number 4 for Short Term Scientific Missions (STSM) Applications

1st Call for STSM Applications for Missions Occurring between **10/06/2016 and 15/11/2016**.

All STSM activities must occur in their entirety within the dates specified above

EUSpec is an acronym for gathering activities in theoretical spectroscopy to offer high level support for complex spectroscopy experiments within academic, applied, and industrial research. More information on this COST Action shall be found on <http://www.euspec.eu>

Purpose of a Short-Term Scientific Missions (STSM)

STSM facilitates Researchers from COST Countries participating in COST Action **MP1306 EUSpec**, approved institutions from Near Neighbour Countries and approved European RTD Organisations, to go to an institution or research centre in another participating COST Country to foster collaboration and to perform empirical research. More precisely, the eligible STSMs are:

Home Institution	Host Institution
From a Participating COST country or Cooperation State	To another Participating COST Country or Cooperation State
	To an approved NNC institution
	To an approved IPC institution
	To an approved specific organisation
From an approved NNC institution	To a Participating COST Country or Cooperation State
From an approved European RTD Organisation	To a Participating COST Country or Cooperation State

Participation of “Early-Stage Researchers” (ESR) and female applicants in STSM is particularly encouraged. An applicant can be considered as being an “Early-Stage Researcher” 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 **MP1306 EUSpec** does not exceed 8 years. PhD students are also eligible to partake in STSMs.

Specific information concerning STSM

STSM can have a duration of between 5 days and 90 days (and up to 180 days if the applicant is an ESR – see definition of ESR above).

The financial support on offer 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. Travel expenses cannot exceed EUR 500;
2. For accommodation and meal expenses, a maximum amount of EUR 160 per day can be considered;
3. A grantee can be afforded up to a maximum of EUR 2500;
4. For ESR, a maximum amount of EUR 3500 can be afforded to the grantee;
5. STSM activities must occur in their entirety within the dates specified in this call.

Financial support is limited to cover travel and subsistence expenses and is paid as a grant, after completion of the mission.

For this call, the Management Committee of COST Action **MP1306 Modern Tools for Spectroscopy on Advanced Materials** has allocated a total budget of **EUR 12300** for up to approx. 8 STSMs. The amounts granted for each individual STSM will be determined during the evaluation process by the nominally appointed person (s). The selection of applicants is based on the scientific scope of the STSM application which must clearly complement the overall objectives of the Action. STSM of EUSpec shall foster the exchange between theory and experiment or between two theory groups. Thus, priority will be given to applications that involve appropriate home and host institute.

How to apply for an STSM:

Interested Researchers are advised to follow the directions provided below and submit their application and supporting documents to **Ms Layla Martin-Samos (STSM Coordinator, lmartinsamos@gmail.com)** and to **Ms Amélie Juhin (STSM Deputy Coordinator, Amelie.Juhin@impmc.upmc.fr)**.

The call is open from 01/06/2016 to 01/11/2016 for STSMs occurring between 15/06/2016 and 15/11/2016.

THE APPLICATION PROCESS IS AS FOLLOWS:

1. All applicants must carefully read the funding rules detailed in section 6 of the *COST Vademecum: COST Action Part 1 - Short Term Scientific Mission (pages 32-35)*. This document is available at: <http://www.cost.eu/participate/guidelines>.
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. All applicants must obtain a letter of invitation from the Host institution confirming that they can undertake the STSM on the given dates prior to submitting an application.
4. All applicants must complete, submit and download their STSM application online at: <https://e-services.cost.eu/stsm>.
5. All applicants must send their submitted STSM application form and the relevant supporting documents to **Ms Layla Martin-Samos (STSM Coordinator, lmartinsamos@gmail.com)** and to **Ms**

Amélie Juhin (STSM Deputy Coordinator, Amelie.Juhin@impmc.upmc.fr) for evaluation before the application submission deadline expires.

The list of supporting documents to be submitted for the evaluation is:

- Letter of invitation to the applicant from a senior Researcher affiliated to the Host institution
- The submitted STSM application form (downloadable when the online application is submitted - see point 4 above)
- A proposal including an overview of the proposed activities that will be performed which must contain a plan of work for the visit highlighting the proposed contribution to the scientific objectives of the respective COST Action; In particular, it should include a title, a scientific description of the work planned, the results expected and the benefits for EUSpec, including a connexion to the appropriate Working Group(s). Maximum length is two pages DIN A4. A template is available from <https://e-services.cost.eu/stsm>.
- A letter of support from the Home Institution;
- A Full C.V. (including a list of academic publications – if applicable).

6. The application will then be assessed by the formally delegated persons **Ms Layla Martin-Samos and Ms Amélie Juhin** against the perceived contribution that the proposed visit will make against the scientific objectives outlined in the Action Memorandum of Understanding (MoU).

7. The applicant will be formally notified of the outcome of their STSM application by **Ms Layla Martin-Samos and Ms Amélie Juhin** four weeks after the submission.

8. 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 **Ms Layla Martin-Samos and Ms Amélie Juhin**. The applicant is also responsible for acquiring an official acceptance letter / Email confirmation of acceptance from a senior Researcher affiliated to the Host institution formally accepting the scientific report. This formal acceptance of the scientific report has to be sent to the Grant Holder (see address below) and **Ms Layla Martin-Samos and Ms Amélie Juhin** for archiving purposes.

9. Successful applicants will be invited to present the results of the STSM at the next Working Group Meeting.

10. Failure to submit the scientific report within 30 days from the end date of the STSM will effectively cancel the grant.

(Please note that COST can request additional information to substantiate the information contained within the documents submitted by STSM applicants).

**Deadlines for applications to be submitted:
between 01/06/2016 and 01/11/2016**

Notification of application outcome: four weeks after submission

Address of the Grant Holder:

Ludwig Maximilians Universität München
Ms. Rita Roemling
Department Chemie - Phys. Chemie
Haus E2.033
Butenandtstr. 5-13
D-81377 München

Website of the EUSpec COST Action:

<http://www.euspec.eu>