



COST Action FA1305 'EU Aquaponics Hub' unites a heterogeneous group of scientists, researchers and SMEs from across the EU and around the globe to better understand the state of knowledge in aquaponics in Europe and around the world and to facilitate innovation and education in this field of sustainable fish and vegetal food production.

Funded Short-Term Scientific Mission (STSM): Open call 2015-2016

Financial support may be provided to eligible applicants to carry out a Short Term Scientific Mission that will specifically contribute to the scientific objectives of this COST Action. STSMs facilitate scientists going to an institution or laboratory in another country to foster collaboration, to learn a new technique or to take measurements using instruments and/or methods not available in their own institution/laboratory. Early Stage Researchers (up to 8 years after award of a PhD) will be given priority. The last application deadline for the 2015-2016 open call is:

18 December 2015 for STSMs to be completed by the end of April 2016

Applicant and Host Institution

Applicants should be engaged in a research programme as a postgraduate student or postdoctoral fellow, or be employed by or officially affiliated to an institution or legal entity located in a Participating COST country which has accepted the Memorandum of Understanding of this Action (Belgium, Bosnia and Herzegovina, Croatia, Czech Republic, Denmark, Finland, France, FYR Macedonia, Germany, Greece, Hungary, Iceland, Ireland, Israel, Italy, Malta, Netherlands, Norway, Portugal, Serbia, Slovenia, Spain, Sweden, Switzerland, Turkey, United Kingdom). Note that the applicant and host must be in two different Participating COST countries. The nationality of the applicant is not a bar to eligibility.

Financial Support

STSMs are a minimum of one week (5 working days) and up to a maximum 3 months. An Early Stage Researcher (up to 8 years after award of a PhD) can request a period of up to 6 months. STSM grants are a fixed contribution based on the budget requested by the applicant and the evaluation of the application by the Action Chair/STSM Coordinator and/or Committee. This grant will not necessarily cover all expenses; it is intended only as a contribution to the travel and subsistence costs of the participant.

The calculation of this contribution for a STSM is based on the following rules:

- The reimbursement rate per day is **EUR 160 maximum**;
- Up to **EUR 500** may be attributed for travel expenses;
- A **maximum EUR 2,500** in total can be afforded to the grantee.

The calculation for an Early Stage Researcher STSM for a duration of more than 91 days is based on the following rules:

- The reimbursement rate per day is **EUR 160 maximum**;
- Up to **EUR 500** may be attributed for the travel expenses;
- A **maximum EUR 3,500** in total can be afforded to the grantee.

Please note the grant will only be paid to the grantee after the STSM has been completed and the STSM report, which is submitted by the grantee, has been approved by Chair and the STSM coordinator.

Application procedures for an STSM

1. Obtain the written agreement of the host scientist before submitting his/her application. It is essential that the applicant outline in detail to the host scientist what they would like to do for the STSM, provide a CV, provide the host scientist with the Action web site (<http://euaguaponicshub.wordpress.com> and http://www.cost.eu/domains_actions/fa/Actions/FA1305), and to convince the host scientist that the proposed STSM fits into the Action goals.

2. Complete the online application form (<https://e-services.cost.eu/w3/index.php?id=91>). Note that the on-line system only has room for abbreviated CVs and work plans. The on-line registration tool will create a formal STSM application file, which the applicant can download.

3. Send the application file as an e-mail attachment to the Action Chair, Benz Kotzen (b.kotzen@gre.ac.uk), the STSM coordinator. Lidia Robaina (lidia.robaina@ulpgc.es) and Action Project Manager, Sarah Milliken (s.milliken@gre.ac.uk) together with the following supporting documents: CV (max 2 pages), full work plan (between 2-5 pages), list of publications, a letter of motivation by the applicant with a detailed explanation about how the STSM will contribute to the Action FA1305 aims (important), letter of agreement by the host scientist to accept and supervise the applicant to the STSM host institution.

The application will be reviewed and, if approved, an acceptance letter containing the level of financial support will be e-mailed to the applicant. The most important criterion of assessment is how effectively the STSM will contribute to the scientific aims of Action FA1305. The review is usually quick and can be expected within 3 weeks.

NOTE: For the period of the STSM, neither the Grant Holder of the Action, Management Committee of the Action, etc., nor the COST Office may be considered as the employer of the grantee, and grantees must make their own arrangements for all health insurance, travel insurance, social security, personal security and pension matters as may be needed and appropriate to the grantee.

After the STSM

The grantee is required to submit a short scientific report to the host scientist, the Action Chair and the STSM coordinator for approval within 30 days after the end date of the STSM. The report should contain:

- Cover page with applicant's name, affiliation address, e-mail, name of the host scientist and institute
- Purpose of the STSM;
- Description of the work carried out during the STSM;
- Description of the main results obtained;
- Future collaboration with the host institution (if applicable);
- Foreseen publications/articles resulting from the STSM (if applicable);
- A letter of confirmation by the host scientist of the successful execution of the STSM;
- Other comments (if any).

The Action Chair and STSM coordinator are responsible for approving the scientific report. The failure to submit the scientific report within 30 days will effectively cancel the grant. Once approved, payment of the STSM grant will be made by bank-to-bank transfer to the grantee.

For further queries regarding the Open Call please contact Sarah Milliken (s.milliken@gre.ac.uk).