



GUIDELINES TO PARTICIPATE IN COST ACTIONS

IMPORTANT NOTE

In this document you will find general information about COST, and general guidelines on how to submit a COST Action, join a running COST Action or access information provided by FCT.

Information updated

on April 2017

I. OVERVIEW

Minimise the Fragmentation of Knowledge

Maximise European Limited Resources

High Quality Research

Contribute to the Completion of the European Research Area (ERA)

Maximising Results

Reinforced Partnerships



Open Market for Researchers

Open Access to Knowledge

Transnational Collaboration and Competition

Gender Equality

Basic Research

Applied Research

Innovation

2. COST Association: Introduction

COST (CO-operation in Science and Technology)

WHAT IS COST? A pan-European intergovernmental framework dedicated to networking activities for researchers, enabling them to jointly develop their own ideas and new initiatives across all scientific disciplines through transnational coordination of nationally funded research activities.

COST ADDED-VALUE? An opportunity for young researchers, a decisive step towards the leadership in your scientific field, a chance to create a network to discuss cutting-edge research. A steppingstone towards other H2020 programmes, instant access to top quality researchers and facilitated access to premium labs and specific equipment that may not be available at National Institutions.

3. COST Association: General Description

Bottom-Up

Open Access

Inclusiveness

All fields of Science and Technology

**Interdisciplinary and
Emerging Fields**

Novel and Original Ideas

Innovative

All Partners

Public or Private, Big or Small

All Career Stages

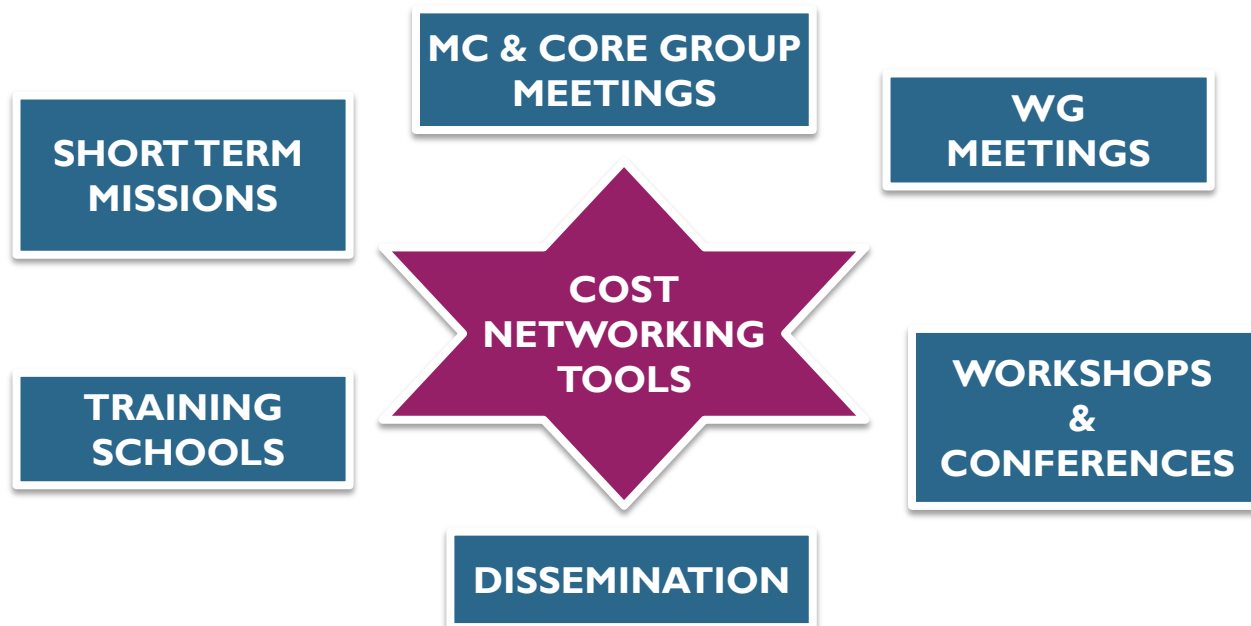
**Young and Senior
Investigators**

All Countries

**COST Neighbour Countries and
International Partner Countries**

3. COST Association: General Description

- Minimum of **7 COST Member Countries and Cooperating State** (out of which 3 must be Inclusiveness Target Countries)
- Memorandum of Understanding - **4 years duration**
- Average **Annual Budget 130 000 euros**

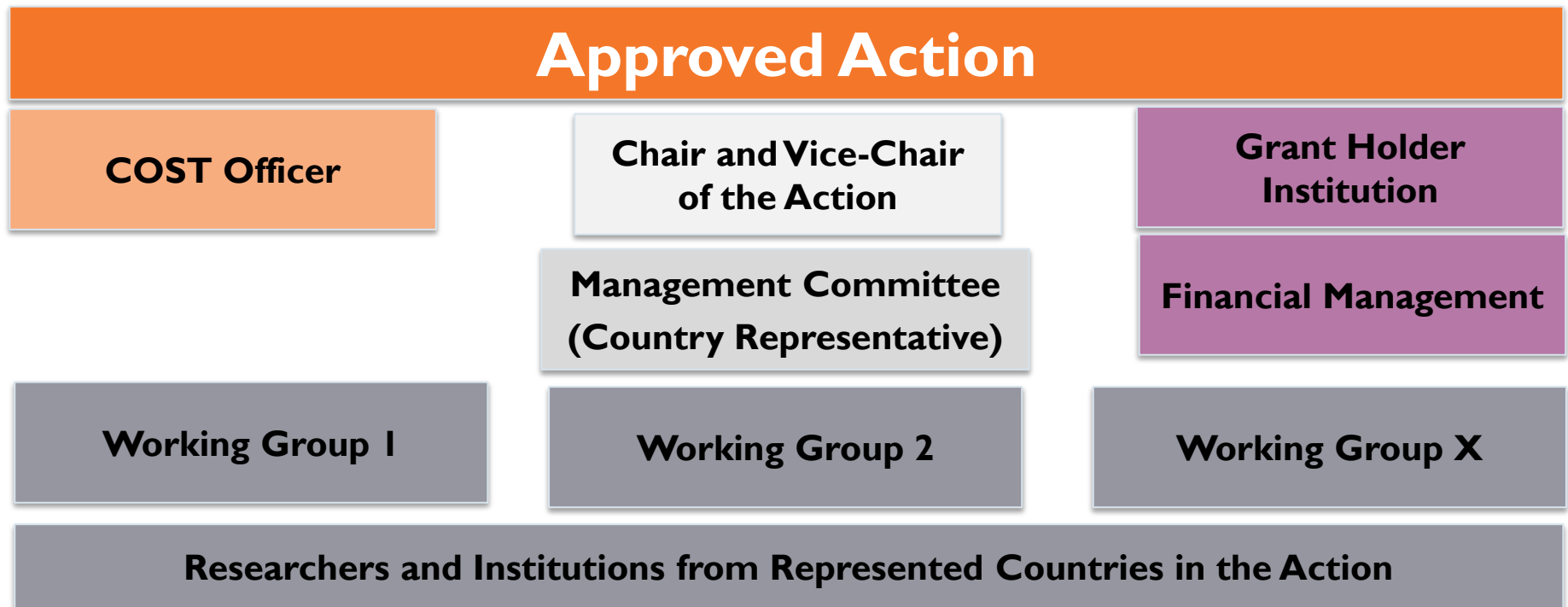


**COST DOES NOT FUND
HUMAN RESOURCES, CONSUMABLES AND EQUIPMENT**

4. COST ACTIONS: How it works



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5. COST ACTIONS: How to participate

1

(also check the document “Action Participation Guidelines”)

SUBMIT A PROPOSAL FOR A NEW ACTION

Check the collection dates in the COST or FCT websites

2

SUBMIT YOUR EXPRESSION OF INTEREST TO FCT TO BE PART OF THE MANAGEMENT COMMITTEE OF ANY RUNNING ACTION

Check the FCT website regarding the type of documentation needed to submit your expression of interest

3

SUBMIT YOUR EXPRESSION OF INTEREST TO THE ACTION CHAIR OR THE NATIONAL DELEGATES OF THE MANAGEMENT COMMITTEE OF ANY ACTION WITH PORTUGUESE PARTICIPATION TO BE PART OF THE WORKING GROUPS

Check the Memorandum of Understanding of the COST Action you are interested in (available in the right sidebar of the COST Action webpage in the COST official website) to evaluate how you can contribute

6. COST ACTIONS: New Actions

What do you need?

- **An idea on any Science and Technology topic that needs networking support**
- **At least 7 colleagues from 7 different COST countries, out of which a minimum of 3 have to be from Inclusiveness Target Countries**



7. COST ACTIONS: Summary

COST ACTIONS ARE OPEN!

You can join any Action that is running:

- ✓ By applying to the CNC to be one (of the maximum two) MC members representing Portugal

During the first 12 months: nominations of the MC members are performed by FCT.

After this period: nominations of MC members depend on FCT and the Action Chair.

- ✓ By contacting the Portuguese MC member(s) and/or the Action Chair and participate in the Working Groups

IMPORTANT NOTE

The MC is in charge of implementing, supervising and coordinating the activities of the Action.

The development of the Action is carried out in the Working Groups.

8. COST ACTIONS: Financial Aspects

Grant Agreement



**MANAGEMENT
COMMITTEE (MC)**

**COST Association negotiates
and approves Work and
Budget Plan with MC**

**COST
Association**

**Institution that
complies with COST
rules.**

**GRANT
HOLDER**

COST Association signs GA with GH

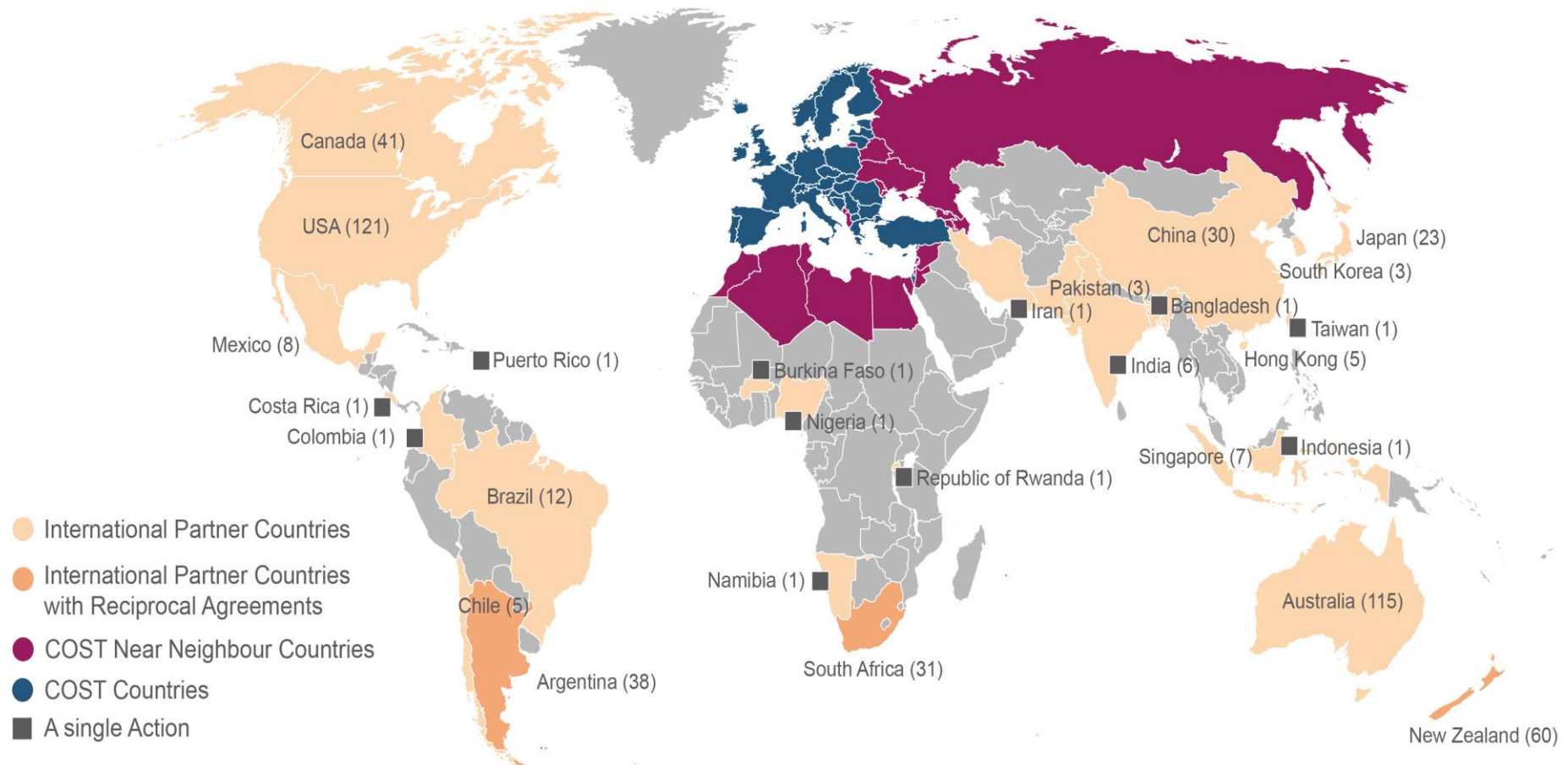
8. COST ACTIONS: Financial Aspects

HOW DOES THE GRANT HOLDER REIMBURSE PARTICIPANTS?

Reimbursement is done against actual participation:

- ✓ Following predefined max amounts (COST Vademecum)
- ✓ Travel Expenses:
 - ✓ All participants in meetings,
 - ✓ Trainers in Training Schools
 - ✓ Travel, accommodation, meals and local transport
- ✓ Fixed Grant:
 - ✓ All participants in STMS
 - ✓ Trainees in Training Schools

9. COST & International Partner Countries & Near Neighbour Countries





OBRIGADO!

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

