DE-PASS Short Term Scientific Missions and Virtual Mobility Grants

COST Actions such as DE-PASS offer grants to members to support researcher and innovator mobility, capacity building and transfer of knowledge through bilateral/multilateral collaborations.

Two specific grants exist: 1) Short-Term Scientific Missions (STSMs) and 2) Virtual Mobility (VM) and some characteristics are:

- Support specific / general topics that can help progress Action, Work Group and Deliverable objectives
- Are very flexible and inclusive and can establish new or reinforce existing collaborations across disciplines and sectors (e.g., academia and industry / SMEs);
- Typical outcomes are spin-off publications and (funded) projects that contribute to the visibility and impact of DEPASS, encouraging other researchers to join.
- Grant topics can be proposed by Work group and Deliverables leaders
- Invitations/calls for grant applications will be announced on the DEPASS website and via other communication channels i.e. Slack and Twitter

Virtual Mobility Grants (VM)

VM consists of a collaboration in a **virtual setting** among researchers or innovators within the COST Action, to exchange knowledge, learn new techniques, etc. VM Grants will strengthen the DE-PASS network by allowing individual participants to foster collaboration, to exchange knowledge, and learn new techniques/methodologies, etc. VM grants can be for any duration and a **maximum of 1,500 EUR** can be awarded per grant.

Number of VM Grants: There are many VM grants proposed for the remainder of Grant Period 3 which must be completed by **31st October 2023** (See Table 1).

Examples of activities that can be performed by the VM grantee are:

- Virtual mentoring scheme, with special focus on activities and exchanges that can generate capacity building and new skills, particularly for Young Researchers and Innovators (e.g. managerial skills, methodological skills, communication skills, etc);
- To support the harmonisation and standardisation of methods and procedures within the Action networking activities, e.g.
    ⇒ setting up a survey amongst all Action members to collect different results and outcomes from experiments done in their respective labs and research groups;
    ⇒ coordinating the discussions to create common protocols to be used by the network afterwards;
    ⇒ preparing questionnaires and response scales to be used by the Action members as part of virtual networking activities.
- To support the implementation of research coordination related activities that do not necessarily require in-person presence, e.g.
    ⇒ computational or modelling activities;
        ⇒ data analysis of the Action for a specific report or activity.

Benefits are:

- COST Action: uses a flexible tool to implement virtual activities inside the network, achieve the MoU objectives and significantly increase their impact and reach. Contributes to European leadership in knowledge creation and increasing its innovation potential;

- VM grantee: develop(s) capacity in virtual collaboration and networking in a pan-European framework.

Short-Term Scientific Missions (STSM)

STSMs involve the grant applicant travelling to and collaborating with a host organisation located in a different country. The host may be an individual at an academic/research institution, a research or laboratory group, an industry/SME partner, a non-governmental or governmental organisation etc. STSMs can be for any duration and a **maximum of 4,000 EUR** can be awarded per grant. It is possible that a number of individuals can become involved in STSMs, which are related to different foci within a single topic/task.

Number of STSM Grants: There are 9 STSM grants proposed for the remainder of Grant Period 3 which must be completed by 31st October 2023 (See Table 2 below).

Examples of activities that can be performed by the STSM grantee are:

The STSM must contribute to progressing the objectives and deliverables of DEPASS in some fashion e.g. specific task/s completion, new skills and competencies gained, progress or complete publication or other intellectual output, data extraction, collection and/or analysis, communication and preparing dissemination related to DEPASS etc. This is not an exhaustive list and STSMs are very flexible in focus.

Benefits are:

- STSM Grantee: receives funding for implementing a project with an international team and gains new knowledge or access to equipment or techniques not available in the home institution; adds weight to a grantee's track record/CV as it denotes substantial contribution to a deliverable.

- STSM Host: receives an international partner in their institution and can develop long lasting collaboration.

Mobility Grant Eligibility:

- Open to all DEPASS Participants (except International Partner Countries) including those with a leadership role in the Action.
- If there are two applicants for a specific grant, which includes a number of aspects, individual grant applications must be made for each aspect.
- No minimum duration however, grant report must be submitted within 30 days after the end date of the activity or 15 days after the end of the Grant Period (31.10.23), whichever date comes first.

Mobility Grant Application:

Open Call(s) for Applications will be published on the DEPASS website and disseminated via other channels, slack, twitter etc. Application details:

- Applications must be submitted through the e-COST platform using the dedicated forms available. Please access your e-COST profile cost.eu/user/login. To make application, **you need an e-COST profile**, to set up profile access https://e-services.cost.eu/user/login.
- For online application guidance see: https://www.cost.eu/grants_userguide . **All relevant links to application forms and reports are provided in the userguide.**
- Please make the application before the deadline of grant call.
- Applicants must upload their CV in their e-COST profile. This information will be visible to the holders of leadership positions and any evaluation committees in the Action for evaluation purposes.
- The content of the STSM and VM application depends on the activity and includes the following:
  ⇒ Title
  ⇒ Start and end date (within the active Grant Period);
- Budget requested by the applicant; (The grantee estimates the grant amount (maximum and can consider the following: duration of activity (no minimum duration), complexity of activity, if data is to be processed, number of contributors etc **– please do not exceed the max budget amount proposed in Tables 1 and 2 below**)
  ⇒ Information about the host institution and contact person.
  ⇒ 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/working with the applicant;
  ⇒ Other documents required by the Action (e.g. recommendation letter, etc…)

- Upon approval of the application, the Grantee receives a Grant Letter from the Grant Holder stating the approved amount and the conditions for receiving the grant.
- Once the activity has ended, the grantee submits the required report and relevant documentation in e-COST within 30 days after the end date of the activity or 15 days after the end of the Grant Period, whichever date comes first.
- The required report for claiming a Grant will be sent to the Grantee once the activity has ended. Report includes, main achievements/outcomes/outputs of the grant and planned future follow up activities/collaboration. **Failure to submit the scientific report/documentation within 30 days from the end date of the STSM will cancel the Grant.**
- Grantee then claims the payment of the grant via e-COST. As this is a grant, submission of receipts is not a requirement.
- The grant is paid to the applicant.
- STSMs grantees may request up to 50% pre-payment of the approved grant. This amount is subject to availability of funds and approval by the Grant Holder Institution.
- Participant grants are non-commercial transactions, therefore, claims as such are not subject to V.A.T deduction. Taxes normally due or applicable with respect to the payment of the grant are not to be deducted from amounts payable to participants. It is the responsibility of each participant to ensure that all amounts that they receive from COST funding are compliant with their national tax rules and obligations.

Mobility Grant Evaluation:

- The evaluation of the grant applications and selection of Grantees is performed by the DE-PASS Action's Co-Chairs, Grant Awarding Co-ordinator and the STSM coordinator on behalf of the MC.
- Evaluation of applications received will be on a rolling basis. Those applications of a high standard and that meet the criteria will be approved.
- Applicants will be notified of the evaluation outcome within 10 working days of the application submission.

EVALUATION CRITERIA FOR STSM/VM APPLICATIONS	WEIGHT
Main expected outputs: results and contribution to the progress towards the MoU/WG objectives (either research coordination and/or capacity building objectives can be tackled) and delivery of the MoU/WG objectives.	35 points
Working Plan: Description of the collaborative initiative to be implemented.	15 points
Scientific quality of the project: feasibility, originality, potential impact	20 points
Scientific quality of the applicant and Host institution: skills of the applicant, academic CV, or for PhD students, promoter's opinion	15 points
COST policies: Contribute to the COST Excellence and Inclusiveness Policy see pages 6-9 of COST Annotated Rules: https://www.cost.eu/uploads/2022/02/COST-094-21-Annotated-Rules-for-COST-Actions-Level-C-2022-02-15.pdf	15 points

DEPASS VM and STSMs Topics and Deadlines for 2023

- The Tables below describes proposed STSM and VM opportunities, which are relevant for May **to October 2023**. **We now invite applications for grant mobility opportunities for June to October 2023, see Table 1 & 2 below.** Please submit expressions of interest stating what STSM/VM topic that you are interested in to info@depass.eu and we will provide you further details and guidance.

- **Deadline for Expression of Interest (EOIs) in STSM/VM opportunities is Friday 2nd June 2023. Submit your EOI as soon as possible. Formal applications via eCOST will be accepted at any time up to Tuesday 20th June, 2023.** Applications will be approved on a rolling basis. Notification to all applicants will be 2 weeks after formal submission.

Table 1 June to October 2023 DE-PASS VM Opportunities

WG/ Deliverable*	Topic/Aim	Grant Type/Period	Contact	Max Budget (€)
D2.3	Concept mapping of physical activity behaviour for adolescents - analysis of the sorting and rating phases outcomes	VM (June-Oct 2023)	giancarlo.condello@gmail.com andrea.fusco@unicas.it	1000
D2.3	Concept mapping of physical activity behaviour for adolescents - manuscript preparation	VM (June-Oct 2023)	giancarlo.condello@gmail.com andrea.fusco@unicas.it	1000
D2.3	Concept mapping of physical activity behaviour for older - brainstorming and generation of the final list of statements	VM (June-Oct 2023)	giancarlo.condello@gmail.com andrea.fusco@unicas.it	1000
D2.4	To formulate European specific guidelines on how the five highest ranked setting specific determinants can be modified and thus translated into effective public policies and interventions: Preparation of the protocol document to define each task	VM (June-Oct 2023)	daniele.conte@uniroma4.it anne.l.nordstoga@ntnu.no	750
D2.4	Definition of strategies to involve the target groups (i.e. policy makers and experts) in the rating phase	VM (June-Oct 2023)	daniele.conte@uniroma4.it anne.l.nordstoga@ntnu.no	750
D2.4	Definition of the number of policy makers necessary to run the sorting phase	VM (June-Oct 2023)	daniele.conte@uniroma4.it anne.l.nordstoga@ntnu.no	750
D2.4	Development of the strategy to identify the 10 best determinants relevant for policy makers	VM (June-Oct 2023)	daniele.conte@uniroma4.it anne.l.nordstoga@ntnu.no	750
D2.4	Definition of the focus prompt(s) for concept mapping exercise	VM (June-Oct 2023)	daniele.conte@uniroma4.it anne.l.nordstoga@ntnu.no	750
D2.4	Definition of the protocol to implement the rating phase based on the following points: a) potential to incorporate and promote via policy; b) feasibility to meaningfully implement via policy and practice; c) potential to impact on individual and population determinant profile and d) potential to impact on individual and population behaviour	VM (June-Oct 2023)	daniele.conte@uniroma4.it anne.l.nordstoga@ntnu.no	750

WG/ Deliverable*	Topic/Aim	Grant Type/Period	Contact	Max Budget (€)
D2.4	Definition of the data collection procedure using the GroupWisdom platform	VM (June-Oct 2023)	daniele.conte@uniroma4.it anne.l.nordstoga@ntnu.no	750
D2.4	Definition of the procedures to translate the evidence from the rating phase in setting specific guidelines	VM (June-Oct 2023)	daniele.conte@uniroma4.it anne.l.nordstoga@ntnu.no	750
D2.5	Risk of Bias Training and Assessment for adult populations	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	750
D2.5	Development of Protocol - Best evidence statement (BESt) of determinants of physical activity behaviours in adults	VM (June-Oct 2023)	f.ling@northumbria.ac.uk; anna.marcuzzi@ntnu.no	750
D2.5	Meta-analysis/grade support and layout for publications - children and adolescents focus	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	1500
D2.5	Statistical support and write-up of Results section for manuscript: DE-PASS Best Evidence Statement (BESt) for modifiable determinants of adolescents' device-based physical activity and sedentary behaviour in settings	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	1100
D2.5	Write-up and submission of manuscript: DE-PASS Best Evidence Statement (BESt) manuscript regarding determinants of adolescents' device-based physical activity and sedentary behaviour in settings	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	1100
D2.5	Analysis and write-up of deliverable: DE-PASS Best Evidence Statement (BESt): A systematic review and meta- analysis on the determinants of device-based measures of physical activity and sedentary behaviour in children aged 5-12 years	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	1500
D2.5	Data analysis and preparation of manuscript: DE-PASS Best Evidence Statement (BESt): A systematic review and meta- analysis of the determinants of self-report physical activity and sedentary behaviour in preadolescents	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	1500

WG/ Deliverable*	Topic/Aim	Grant Type/Period	Contact	Max Budget (€)
D2.5	Preparation of manuscript: DE-PASS Best Evidence Statement (BESt): A systematic review of longitudinal studies of the determinants of physical activity and sedentary behaviour in youth	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	1100
D2.5	Statistical support for manuscript: DE-PASS Best Evidence Statement (BESt): A systematic review of longitudinal studies of the determinants of physical activity and sedentary behaviour in youth	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	850
D2.5	Data extraction for manuscript: DE-PASS Best Evidence Statement (BESt): A systematic review of longitudinal studies of the determinants of physical activity and sedentary behaviour in youth	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	850
D2.5	Planning, reporting and further action Review Team Meeting 1 - Best evidence statement (BESt) of determinants of physical activity behaviours in older adults	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	750
D2.5	Planning, reporting and further action Review Team Meeting 2 - Best evidence statement (BESt) of determinants of physical activity behaviours in older adults	VM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	750
D3.1	Write-up of publication describing the different steps followed in the development of the DEPASS questionnaire	VM (June-Oct 2023)	mekdes.gebremariam@medisin.uio.no jribeiro@fade.up.pt j.jelsma@amsterdamumc.nl	1500
D3.1	Write-up of publication describing the different steps followed in the development of the DEPASS questionnaire	VM (June-Oct 2023)	mekdes.gebremariam@medisin.uio.no jribeiro@fade.up.pt j.jelsma@amsterdamumc.nl	1000
D3.1	Development of plan for the validation process of the questionnaire based on progress of WG4 and of potential to develop an online tool or alternative	VM (June-Oct 2023)	mekdes.gebremariam@medisin.uio.no jribeiro@fade.up.pt j.jelsma@amsterdamumc.nl	1000

WG/ Deliverable*	Topic/Aim	Grant Type/Period	Contact	Max Budget (€)
D3.1	Development of plan for the validation process of the questionnaire based on progress of WG4 and of potential to develop an online tool or alternative	VM (June-Oct 2023)	mekdes.gebremariam@medisin.uio.no jribeiro@fade.up.pt j.jelsma@amsterdamumc.nl	1000
D3.3	Conduct step 3 of the terminology consensus development process and summarize results	VM (June-Oct 2023)	neyael@wincol.ac.il (Yael Netz)	1250
D3.3	Conduct new expert consultation to further harmonize the consensus process	VM (June-Oct 2023)	neyael@wincol.ac.il (Yael Netz)	1250
D3.3	Write up of publication on D3.3. DEPASS PAB determinant terminology consensus process	VM (June-Oct 2023)	neyael@wincol.ac.il (Yael Netz)	1250
CDE	CDE- General/specific communication and promotional activities for DE-PASS - implementation of DEPASS Communication and Dissemination Plan	VM (June-Oct 2023)	Greet.Cardon@ugent.be mh.murphy@ulster.ac.uk	1500

* Please see WG Implementation plans for additional detail regarding each Deliverable. (Log into the members area of DE-PASS website to view WG implementation plans)

Table 2 June to October 2023 DE-PASS STSM Opportunities

WG/ Deliverable*	Topic/Aim	Grant Type/Period	Contact	Max Budget (€)
D2.4	Setting modifiable determinants translation into European guidelines for public policies interventions	STSM (June-Oct 2023)	daniele.conte@uniroma4.it anne.l.nordstoga@ntnu.no	2750
D2.5	Data analysis for systematic literature and meta-analysis in adult population	STSM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	2750
D2.5	Data cleaning-Best evidence statement (BESt) of determinants of PA behaviours in older adults	STSM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	2750
D2.5	Data analyses-Best evidence statement (BESt) of determinants of PA behaviours in older adults	STSM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	2750
D2.5	Drafting the paper-Best evidence statement (BESt) of determinants of PA behaviours in older adults	STSM (June-Oct 2023)	f.ling@northumbria.ac.uk anna.marcuzzi@ntnu.no	2750

WG/ Deliverable*	Topic/Aim	Grant Type/Period	Contact	Max Budget (€)
D3.1	Development of a protocol for a publication on PA determinant questionnaire development process and participation in write-up	STSM (June-Oct 2023)	mekdes.gebremariam@medisin.uio.no jribeiro@fade.up.pt j.jelsma@amsterdamumc.nl	4000
D3.3	Conduct step 2 of the terminology consensus development process and summarize results	STSM (June-Oct 2023)	neyael@wincol.ac.il (Yael Netz)	3000
D4.2	Development and implementation of a Research Harmonisation Audit Tool (R-HAT)	STSM (June-Oct 2023)	elink@nih.no; (Elin Kolle) bjorge.h.hansen@uia.no	4000
D4.5	Process evaluation planning for the DE-PASS proof of concept study	STSM (June-Oct 2023)	hp.vanderploeg@amsterdamumc.nl (Hidde van der Ploeg)	4000

* Please see WG Implementation plans for additional detail regarding each Deliverable. (Log into the members area of DE-PASS website to view WG implementation plans)