

COST Action (CA19101) Determinants of Physical Activities in Settings



DE-PASS

ITC Conference Grants

What are ITC Conference Grants?

Inclusive Target Countries (ITC) Conference Grants are aimed at supporting young researchers and innovators from participating ITC and NNC to attend international science and technology related conferences, events or activities topic relevant to the DE-PASS network, Work Groups and Deliverables. A Conference Grant is made which contributes to the overall travel, accommodation and meal expenses of the selected Grantee.

Who can apply? (Eligibility criteria)

Young Researchers and Innovators (individuals < 40 years old) from COST ITC and NNC.

The following countries are considered ITC: COST Inclusiveness Target Countries: Albania, Armenia, Bosnia and Herzegovina, Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Georgia, Greece, Hungary, Lithuania, Latvia, Malta, Moldova, Montenegro, Poland, Portugal, Romania, Slovenia, Slovakia, Republic of North Macedonia, Republic of Serbia, Türkiye and Ukraine

An ITC Conference Grantee: receives support for attending and presenting their work (poster/oral presentation) at a conference and can establish new contacts for future collaborations.

The application must be submitted at least **30 days** before the conference start date.

Selection Procedure

In addition to the formal eligibility criteria detailed above, all applications will be assessed against the following criteria of scientific merit:

- Does the conference (or topic of the panel etc.) fall within the remit of COST Action DE-PASS?
- Is the topic of the conference proposal within the remit of COST Action DE-PASS and will it likely make a significant contribution to the debates within the action?

- Is the proposal internally coherent, logical, with a clearly discernible structure?
- Is the presentation likely to make a significant contribution to the candidate's scientific and professional development?

If there are more applications than the funds can support, priority will be given to:

- Applications that are related to currently ongoing Working Groups, submitted by the WG members, and endorsed by the WG leaders;
- Attendance at European conferences is preferred (however, conferences held elsewhere can also be considered); In order to ensure proper distribution of funds we will not send more than one person to a single conference (especially if those people are from the same institution/country).

After these conditions, the quality of the applicant will be decided, calculated on the basis of references (citations in Web of Science, then Scopus, and finally Google Scholar)

The applicant must receive a response (affirmative or negative) no later than 14 days after the submission of the request. If the application is rejected, the Conference Grants Coordinator must provide a justification to guide the applicant in her/his resubmission.

How to apply?

An application form is to be submitted online through the **eCOST system**. If you do not have an eCOST account yet, please create one [here](#).

Within eCOST you will need to create a "Conference Grant Request". [See here](#) or <https://e-services.cost.eu/activity/grants/add>

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The following must be filled in eCOST when applying:

- Title of presentation
- Conference title, date (within the active Grant Period) and country;
- Budget requested;
- Attendance type (face to face or virtual)

To apply for a ITC Conference Grant within the DE-PASS Cost Action (CA19101), applicants must submit the following documentation (in a single pdf file) to eCOST at least **30** days before the conference start date:

- Completed ITC application form (max. 2 pages)
- Applications CV, including recent publications (max. 1 page)
- Acceptance letter from the Conference organizers.
- A copy of the abstract or poster submitted to the conference.

Only a fully completed application is considered for the ITC Conference grant.

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.

Financial Support

A Conference Grant is a fixed financial contribution which takes into consideration the budget request of the applicant and the outcome of the evaluation of the application by Bojan (the ITC Conference Grants Coordinator). Conference Grants do not necessarily cover all the expenses related to participating in a given conference. A Conference Grant is a contribution to the overall travel, accommodation and meal expenses of the selected Grantee.

The calculation of the financial contribution for each Conference Grant must respect the following criteria:

- Max 2,000 EUR for face to face events, including Conference Fees.
- Max 500 EUR for Virtual Conference Fees

In addition, when meal and accommodation expenses are supported by the hosting institution as part of the provisions offered in their conference package, the amount for subsistence afforded to each eligible participant must be deducted from the Grant. Documentary evidence of the conference fee amount must be provided by the applicant and in kind, must be archived by the Grant Holder along with the relevant administrative documents.

Application Deadline: Rolling open call with final deadline **31/10/24**

How to receive your Grant?

To receive your grant you must do the following:

- The Scientific Report is approved by Bojan on behalf of the MC on the outcome of the presentation of the accepted contribution, in terms of grantee's visibility, including the establishment of new contacts for future collaborations.
- The certificate of attendance,
- The programme of the conference or book of abstracts / proceedings indicating the presentation (oral or poster) of the grantee;
- Copy of the given presentation (oral or poster);

After your conference, the eCOST System will automatically ask you to submit a Scientific Report, which you need to provide in the 30 days after the Conference has ended. The grant will be sent to your bank account once your Scientific Report has been approved.

In addition, we will ask you to write a short blog entry for our [DE-PASS Blog](#). Please remember to ask someone to take a picture of you during your presentation so that we can showcase your involvement on our website and in our newsletter (with your prior consent, of course).

The submission of the Scientific Report is mandatory or the Grant is cancelled. Late submission, beyond the deadline, can also lead to the cancellation of the Grant.

Grants are paid by the Grant Holder after the completion of the activity and approval of all required report/documentation.

Queries should be sent to info@depass.eu