



 Federal Ministry
Republic of Austria
Transport, Innovation
and Technology



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FFG ACADEMY WEBINAR
COST APPLICATIONS MADE EASY

23 May 2019



How well do you know the COST programme?

(multiple answers possible)

- I have submitted a COST Action as a main proposer.
- I have participated in a COST Action as a Management Committee member.
- I have participated in a COST Action network activity.
- The COST programme is new to me.

CONTENT

- How to set up your network
- How to write your proposal
- Tips
- Q&A





Source: Shutterstock

COST AT A GLANCE

- connect with peers
- visit institutions to learn new methods & use infrastructure
- build European networks

General information on COST: **COST Youtube Channel**
<https://www.youtube.com/user/COSTOffice>

- funding for **networking** 
 - ✓ travel costs
 - ✓ organisation of events
 - ✓ publications
 - ✓ lump sum for admin personnel
- open 
 - ✓ to all thematic areas (bottom-up)
 - ✓ to all experts
 - ✓ to the World

UPCOMING COLLECTION DATES



5th September 2019, 12 pm CEST



next one: spring 2020



„NETWORK OF PROPOSERS“ YOUR NETWORK



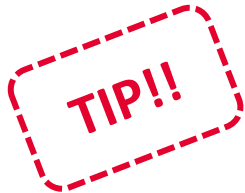
Who can participate in a COST network?

(multiple answers possible)

- A department head of the FH Klagenfurt
- An employee of an SME
- A PHD student at the University of Vienna
- A Head of Unit of the European Commission
- My neighbor Hans

„NETWORK OF PROPOSERS“ – WHO CAN PARTICIPATE?


“*COST Actions are open to all **researchers, engineers and scholars** or **other stakeholders**, who are committed to work and achieve the Action objectives and are **affiliated to a legal entity.**”*



include relevant stakeholders at the right time

„NETWORK OF PROPOSERS“ – FURTHER FACTORS

- geographical balance
- gender balance
- integration of “Early Career Investigators” (ECI) !!
- interdisciplinary
- intersectoral



ECI: “researcher in the time span of up to 8 years after the date of obtaining the PhD/doctorate”

„NETWORK OF PROPOSERS“ – MINIMUM CRITERIA

network of..

- **7 different** COST Full or Cooperating Members
- minimum **50% of partners from ITC**



38 FULL MEMBERS & 1 COOPERATING MEMBER

..of which: **21 ITC**
(=Inclusiveness Target Countries)



MINIMUM NUMBER OF ITC

see annex of the **SESA guidelines**



- Submission
- Evaluation
- Selection
- Approval

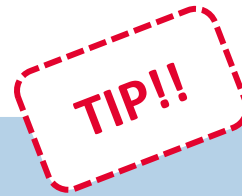
https://www.cost.eu/wp-content/uploads/2019/02/COST_Open_Call_SESA_guidelines_oc-2019-1.pdf

Number of COST members	Minimum number of ITC
7	4
8	4
9	5
10	5
11	6
12	6
13	7
14	7
15	8
16	8
17	9
18	9
..	..

THE IMPORTANCE OF ITC

7 different COST Full Members = 7 **different** COST Full Member **STATES**

- 👍 7 partner organisations from AT, DE, CH, CZ, HU, PL, BG 7 countries / 4 ITC
- 👎 7 partner organisations from AT (2), CH, CZ, HU, PL, BG 6 countries / 4 ITC
- 👎 9 partner organisations from AT (2), DE, CH, UK, CZ, HU (2), PL 7 countries / 3 ITC



Get in touch with the
COST team @ FFG!

BREXIT

- currently no changes for participants
- but: take precautions in role management
- only exception: **Grant Holder**
→ **not possible for UK institutions**

Source: Shutterstock



THE IMPORTANCE OF ITC

*“Make at least 1 of the **leading positions of the MC*** available for MC participants from ITCs.”*



- awareness already in proposal phase
- early role management
- plan events in ITC
- have a real plan vs. „throw in“ ITC focus here and there

* MC = Management Committee

„NETWORK OF PROPOSERS“ – INTERNATIONALITY & MORE

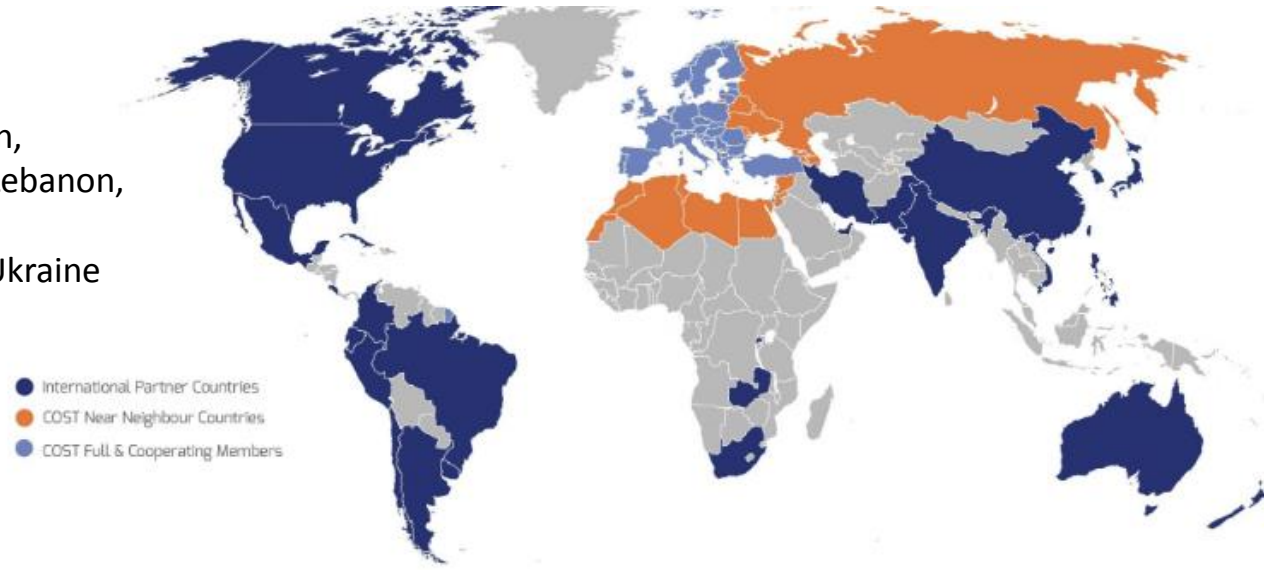
integration of..



- Near Neighbor Countries (NNC)
- International Partner Countries (IPC)
- European RTD Organisations
- International Organisations IO)
- EU Organisations
- include NNC, IPC & IO already during proposal phase
- funding for non-funded participants (e.g. IPC, IO):
 - ✓ external speakers at COST Action meetings (once)
 - ✓ trainers at Training Schools (once)

NEAR NEIGHBOUR (NNC) & INTERNATIONAL PARTNER COUNTRIES (IPC)

NNC: Algeria, Armenia, Azerbaijan, Belarus, Egypt, Georgia, Jordan, Lebanon, Libya, Morocco, the Palestinian Authority, Russia, Syria, Tunisia, Ukraine





FINAL TIPS REFERING TO YOUR NETWORK

- size of the network
 - ✓ consider „starting budget“
- roles
 - ✓ Chair / Vice Chair
 - ✓ Grant Holder
 - ✓ ITC: leading role
 - ✓ NNC/IPC: „clearly beneficial“/“mutual benefit“
- registration of secondary proposers
 - <https://e-services.cost.eu/user/registration/register>

YOUR PROPOSAL

YOUR PROPOSAL

2 parts:

- Online Part
- PDF (Technical Annex)

submission via **eCOST**

<https://www.cost.eu/funding/how-to-get-funding/open-call/>

Sections		
GENERAL FEATURES	Online Mandatory	Call Identifier, Proposal no Title, Acronym, Summary Key Expertise (needed for evaluation): 1-5 OECD Fields / Subfields / Research Areas Keywords (3-5)
TECHNICAL ANNEX	PDF Mandatory	MAX 15 Pages!!! S&T Excellence, Networking Excellence, Impact, Implementation
REFERENCES	Online Optional	Up to 500 words Anonymity
COST MISSION AND POLICIES	Online Mandatory	Up to 500 words Inclusiveness Policy COST Vision and Strategic Goals
NETWORK OF PROPOSERS	Online Mandatory	Minimum 7 partners from 7 different COST Countries and/or Cooperating State (50% ITC)

YOUR PROPOSAL – GENERAL FEATURES

- write an appealing **summary**
- choose **OECD thematic fields** (also used to identify evaluators)
- choose unique **keywords**

Sections	
GENERAL FEATURES	<p>Online Mandatory</p> <p>Call Identifier, Proposal no Title, Acronym, Summary Key Expertise (needed for evaluation): 1-5 OECD Fields / Subfields / Research Areas Keywords (3-5)</p>

YOUR PROPOSAL – REFERENCES

- mainly relevant in **Technical Annex / Section 1 „S&T Excellence“**
 - ✓ directly in text
 - ✓ online
 - ✓ no footnotes
- take care of anonymity

Sections		
REFERENCES	Online Optional	Up to 500 words Anonymity

YOUR PROPOSAL – COST MISSION & POLICIES, NETWORK OF PROPOSERS

- read relevant **strategy documents**
- send out **invitations to secondary proposers** in time
- set up **eCOST profiles** in time

Sections		
COST MISSION AND POLICIES	Online Mandatory	Up to 500 words Inclusiveness Policy COST Vision and Strategic Goals
NETWORK OF PROPOSERS	Online Mandatory	Minimum 7 partners from 7 different COST Countries and/or Cooperating State (50% ITC)


YOUR PROPOSAL – TECHNICAL ANNEX (PDF PART)

15 pages max

- Section 1 – S& T Excellence
- **Section 2 – Networking Excellence**
- Section 3 – Impact
- Section 4 – Implementation



SESA Guidelines: https://www.cost.eu/wp-content/uploads/2019/02/COST_Open_Call_SESA_guidelines_oc-2019-1.pdf



resubmission:
use new template!!

Check successful proposals online!
(Memorandum of Understanding!)

YOUR PROPOSAL – POINTS

50 points max

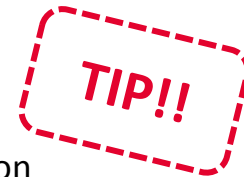
Section 1-3: 15 points each

Section 4: 5 points

Threshold: 34 points

Cut Off: 44-46 points („grey zone“) **approx. 11% success rate**

use evaluators list incl. 10 questions (see SESA Guidelines, p. 26) → 5 points / question



ESR COMMENTS SECTION 1 – S&T EXCELLENCE

*The challenge of the proposal is sound and **relevant within the EU context.***

*[..] comprehensive description of the challenge and its relevance through a **clear problem description**, contextualization and **provided examples.***

*The proposal takes into considerations **social aspects as well as technical.***

*The proposal shows a good understanding of the state of the art taking into account the **impact and the scale of the research problem on the European level.***

*The main strengths are the **integration of social inclusion and economy***

*The presented **example of current practice** in EU*

*[..] **clearly shown** that it would not be possible without European coordination*

*The main strengths are **focus on social aspects and communication with stakeholders, local authorities** etc. Another strength is the comprehensiveness and **diversity of stakeholder** through the representation of academia, cooperation and NGOs.*

*There is a clear description of the specific **limitations of existing efforts**, which eases to understand the added value of such proposed network, and the proposed networking approach is also one of the innovations key points of the Action.*

ESR COMMENTS SECTION 2 (NOW 3) – IMPACT

*Expected impacts have a **good capacity to influence scientific and technological changes** in the research field.*

Relevant stakeholders are identified and considered in a clear way.

The proposal build on existing network and there is a plan in place to extend this network involving new stakeholders

*[..] a very **well structured and clear plan for dissemination** of results with the formation of short talking programs that may be presented in a cafe colloquial style to keep public interested in the subject;*

*[..] the outreach/dissemination and exploitation plan used **tried and tested methodologies***

*[..] a **realistic program of publishing scientific results** in journals with a reasonable impact factor*

*Very **clear plan** with contingency measures.*

ESR COMMENTS SECTION 3 (NOW 4) – IMPLEMENTATION

*[..] well-constructed and thought out **plan for contingencies**;*

*Being more **realistic about the risky points and present alternatives** how to circumvent them, instead of saying that the points are risky but they won't happen. More consideration how the consortium will grow, would be helpful.*

There is a plan with the description of the risks and a risk-mitigation measure, risks are categorized, and the plan is credible.

The number of experts involved in the proposal (52) in the beginning seem appropriate to initiate the action and accomplish their objectives

The organizations involved, besides Universities and Research Centres also englobe Charity Organizations and Business enterprises.

The proposal already involve NNC and IPC partners like countries and South America, Asia and Africa for instance are referred to be Included in the future time.

*The **timeframe is realistic** and with high certainty achievable, with **intermediate milestones** (every 6 or 10 months, depending of the tasks).*

*The proposal would benefit from certain improvements of describing the mechanism to keep the different **workgroups work in a harmonized way***

ANONYMITY



J. Smith, expert at MIT, is highly beneficial for the success of your COST Action. Are you allowed to mention his name in the PDF part of your proposal?

- No. The PDF part must be 100% anonymous.
- Yes, all "key partners" can and should be mentioned.
- Yes, because he is a participant from an IPC ("mutual benefit").

ANONYMITY

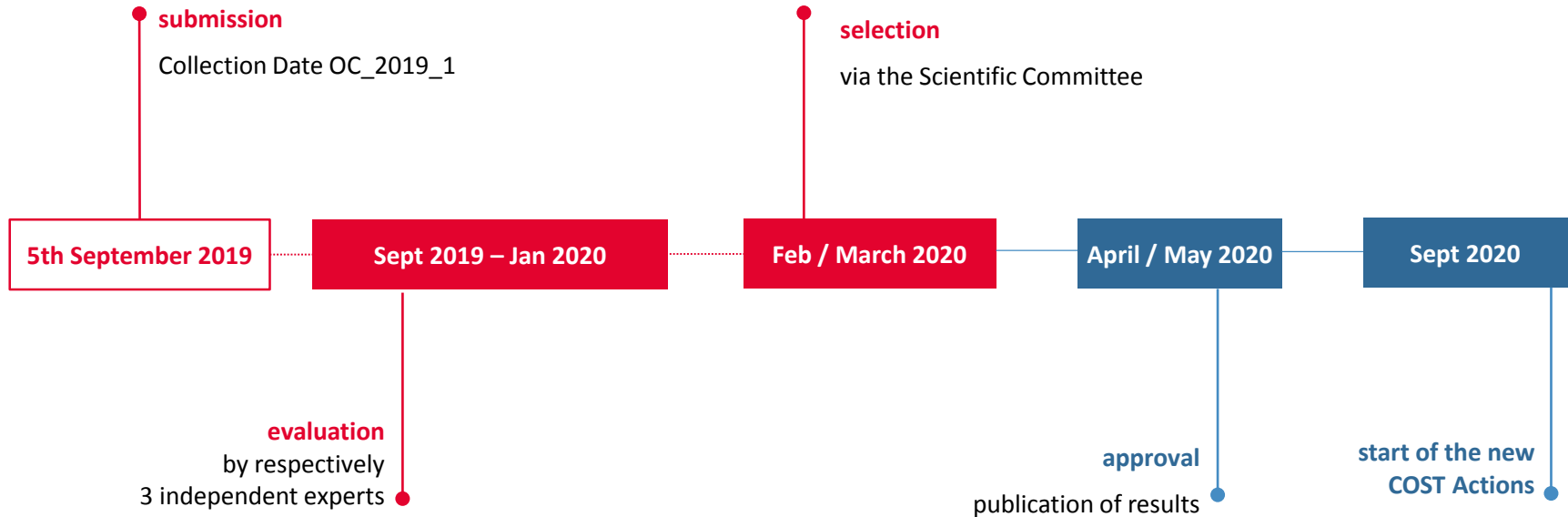
PDF part: NO mentioning of names, organisations, etc.

EXCEPT in sections 2.2.1 „Securing the critical mass and expertise“ & 2.2.3 „Mutual benefits of the involvement of secondary proposers from NNC or IPC or IO“

*„If you include a secondary proposer from a **Non-COST country approved institution** [IPC, NNC..], you can mention in this section the [...] name when **describing the mutual benefit** deriving from the participation of this institution.“*

Online part: references

TIMELINE



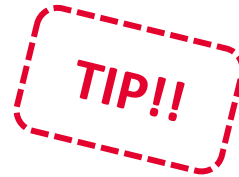
HELPFUL LINKS AND DOCUMENTS

<https://www.cost.eu/funding/how-to-get-funding/open-call/>

- SESA Guidelines
- Template Proposal (Technical Annex)
- **Vademecum**
- International Cooperation and Specific Organisations Participation



INFORMATION & SERVICES



- Consultancy services (inkl. **Proposal Check**)
- Nominations to the Management Committee (via expressions of interest)
- link between Austrian stakeholders and the COST Association

FFG website for COST

<https://www.ffg.at/europa/cost>



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THANK YOU FOR YOUR ATTENTION!