



# UKRO COST INFORMATION EVENT SESSION TWO

Marco Carulli – Science Officer at COST

Online, 19 July 2023



Funded by  
the European Union

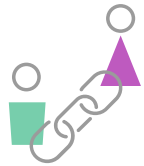
# European Cooperation in Science & Technology

COST provides networking opportunities for researchers and innovators in order to strengthen Europe's capacity to address scientific, technological and societal challenges



## ALL FIELDS OF S&T

(mono- or interdisciplinary,  
new and emerging fields)

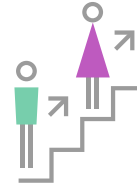


## ALL PARTNERS

(academia, public organisation, industry,  
NGO, International Organisations)



## BOTTOM-UP APPROACH



## ALL CAREER STAGES

(young and experienced researchers)



## ALL COUNTRIES

- 41 COST Full Members  
+ 1 Cooperating Member and +1 Partner Member
- 14 Near Neighbour Countries
- Global cooperation

# COST Membership

41 Members

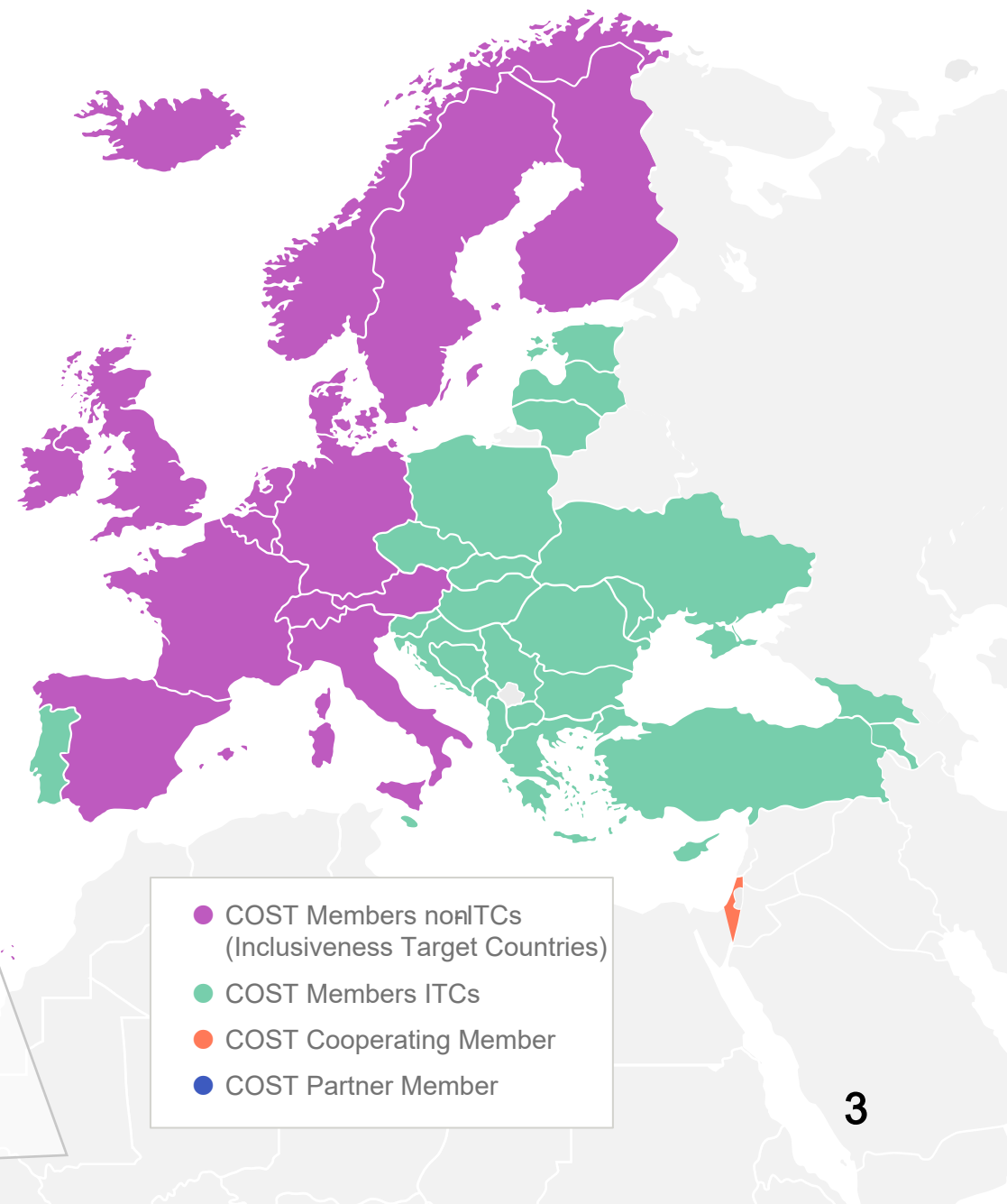
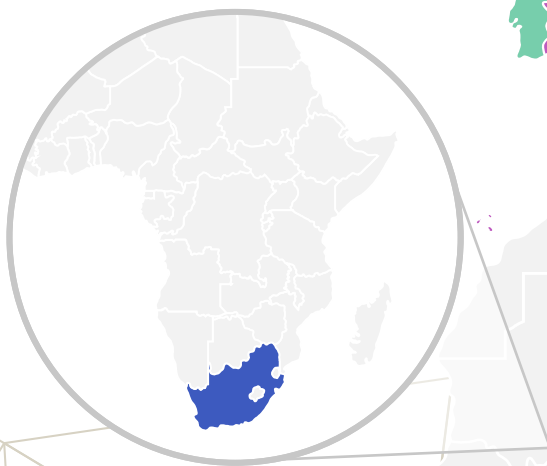
- |                          |                                   |                  |
|--------------------------|-----------------------------------|------------------|
| ● Albania                | ● Germany                         | ● Norway         |
| ● Armenia                | ● Greece                          | ● Poland         |
| ● Austria                | ● Hungary                         | ● Portugal       |
| ● Belgium                | ● Iceland                         | ● Romania        |
| ● Bosnia and Herzegovina | ● Ireland                         | ● Serbia         |
| ● Bulgaria               | ● Italy                           | ● Slovakia       |
| ● Croatia                | ● Latvia                          | ● Slovenia       |
| ● Cyprus                 | ● Lithuania                       | ● Spain          |
| ● Czech Republic         | ● Luxembourg                      | ● Sweden         |
| ● Denmark                | ● Malta                           | ● Switzerland    |
| ● Estonia                | ● The Republic of Moldova         | ● Turkey         |
| ● Finland                | ● Montenegro                      | ● Ukraine        |
| ● France                 | ● The Netherlands                 | ● United Kingdom |
| ● Georgia                | ● The Republic of North Macedonia |                  |

1 Cooperating Member

● Israel

1 Partner Member

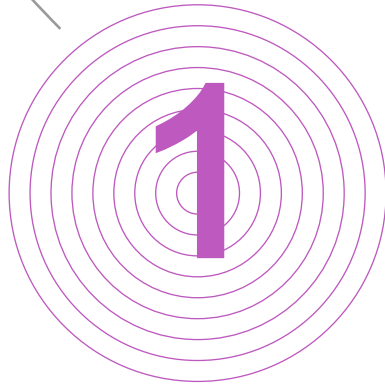
● South Africa



# Role of COST in the ERA



## 3 STRATEGIC PRIORITIES



Promoting and  
spreading **excellence**

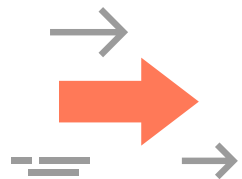


Fostering  
**interdisciplinary** research  
for breakthrough science



Empowering and  
retaining **young  
researchers**

# Key figures



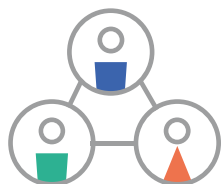
**292**  
Running Actions



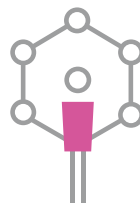
**203**  
Trainingschools



**€150,000**  
Average annual budget  
of a COST Action



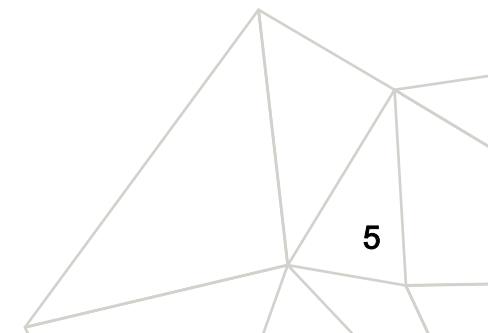
**2,320**  
Short-term  
scientific missions



**45,000**  
Researchers involved  
in COST Actions



**€153 million**  
COST budget  
(in Horizon Europe for a 3-year period)



COST Actions

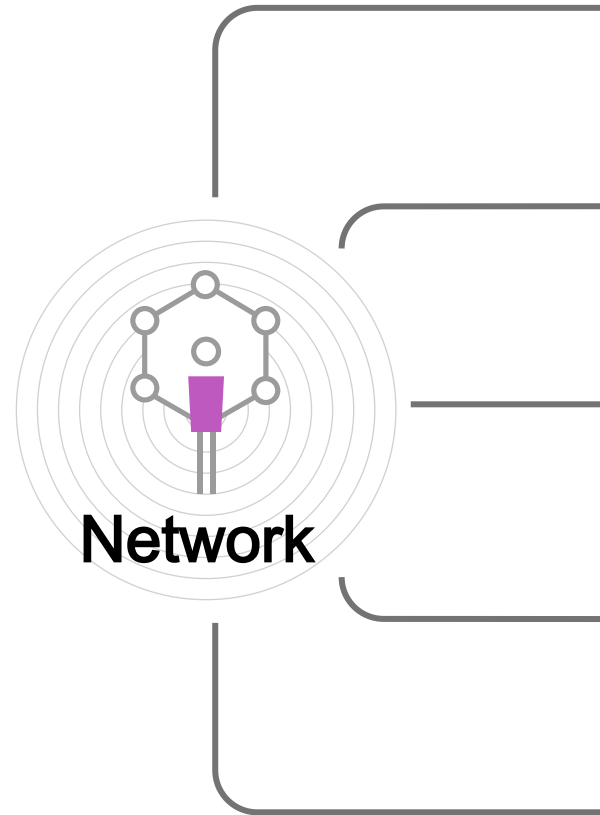
# Actions and the mandatory Leadership Positions

# COST Actions

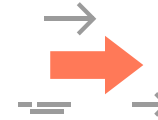
## AN EFFICIENT NETWORKING TOOL

**COST provides funding**  
for research coordination  
and capacity building  
activities

COST does not fund  
research,  
but pools resources  
to achieve research results  
by networking



Memorandum  
of Understanding



4 years



Min 7 countries in proposal, average  
30 countries in H2020



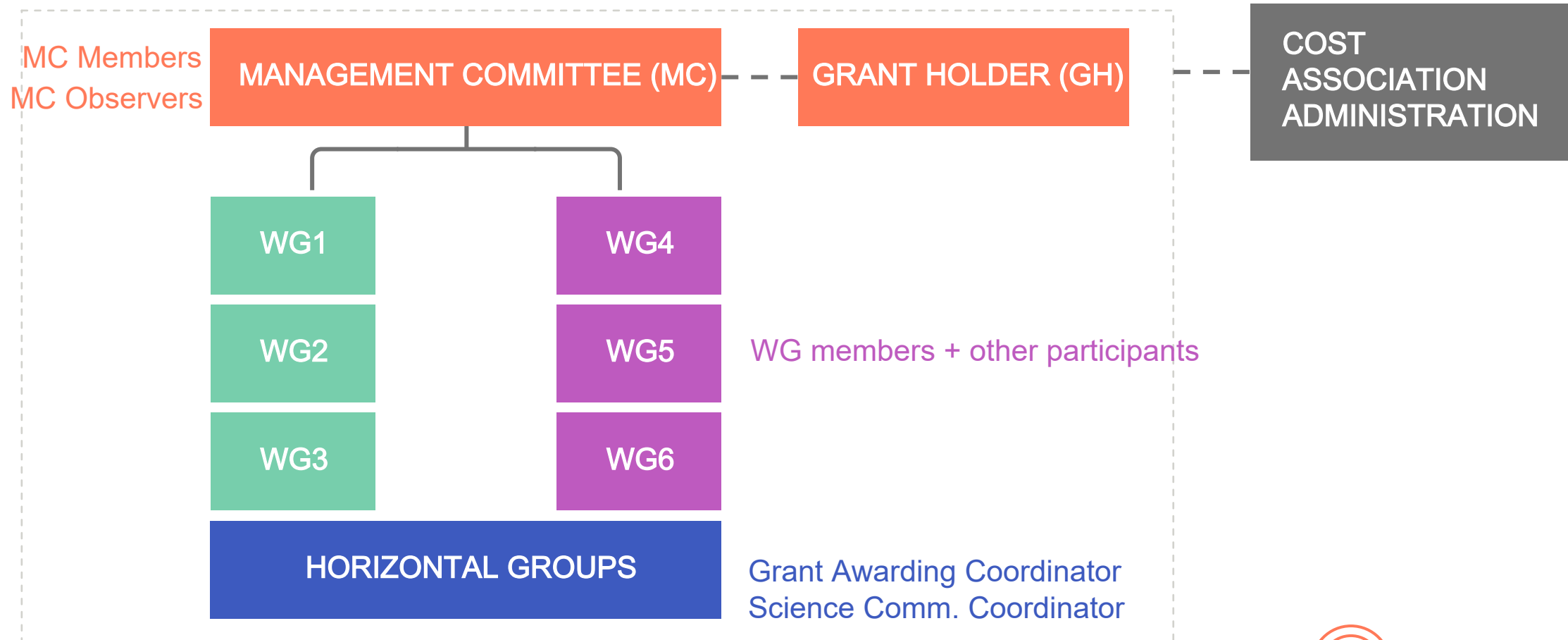
Research coordination  
and capacity building activities



~ €600,000 over lifetime

# COST Action structure

## PARTICIPATION





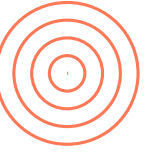
# Leadership positions

## MANDATORY POSITIONS

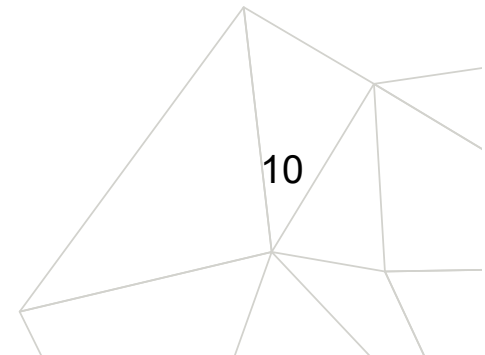
- **Action Chair (AC), Vice Chair (VC), Grant Holder Scientific Representative (GHSR)** have to be MC members
- **Grant Awarding Coordinator, Science Communication Coordinator and Working Group Leaders** can be Working Group or MC members

At least one leadership position shall be assigned to a participant based in an COST Inclusiveness Target Countries (ITC)

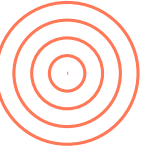
# Management Committee role



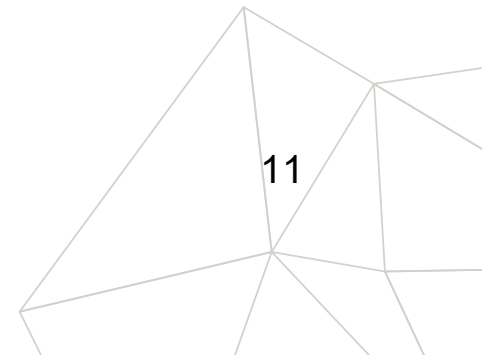
- Manage, vote and fulfil obligations regarding:
  - **Content:** achievement of MoU objectives and Work and Budget Plan, monitoring (Progress Reports) by actively participating in the Action's activities
  - **People:** MC members and Observers, Working Group Members, Leaders
  - **Processes** e.g., membership, grant awarding, Communication & Dissemination strategy, IPR agreements
- Represent the COST Member State's national community of researchers and innovators on the Action's topic



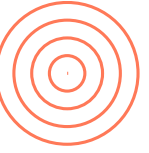
# MC Chair



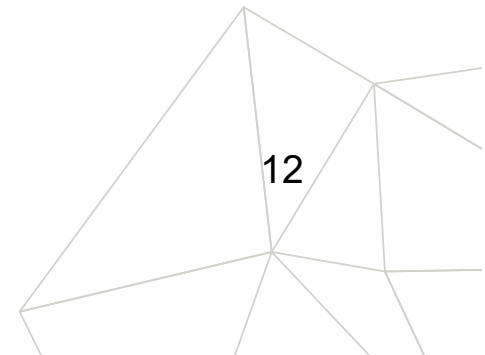
- Elected by the Management Committee at MC1
- Does NOT represent a COST Member State
- Responsible for the coordination of the Action on behalf of the MC i.e.
  - Approves / rejects Nominated MC member and Observers, WG applications, Local Organizer Support postapproval
  - Assigns Grant Holder scientific Representative, Leadership positions
  - Submits Work and Budget Plan, initiate votes, Progress Reports (PR1, PR2, FA)
- Shall be a nominated MC member or MC observer affiliated to an EU institution / body or European RTD organisation



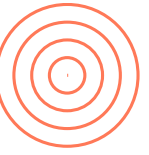
# MC Vice Chair



- Assists the Chair and act as substitute for the Action Chair when required or mandated to do so
- Represent the COST Member State's national community of researchers and innovators on the Action's topic
- Shall be:
  - A nominated MC member from a different COST Full member or Cooperating member other than the Action Chair
  - An MC observer affiliated to an EU institution / body or European RTD organisation other than the Action Chair



# Grant Holder Scientific Representative

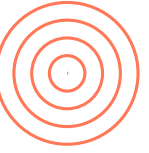


Represents the institution which is legally responsible for the administrative and financial management

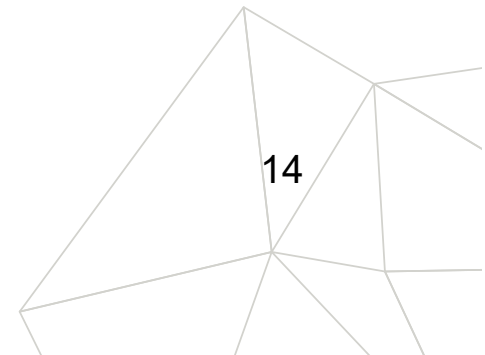
Elected by the Management Committee at MC1

Shall be a nominated MC member or MC observer affiliated to an EU institution / body or European RTD Organisation

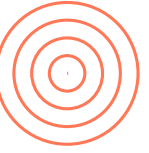
# Working Group Leader



- Coordinate and are responsible for the realisation of the Working Group's objectives
- Elected by the Management Committee
- Any WG member with an affiliation in a legal entity from a COST Full / Cooperating / Partner Member or specific organisation  
[http://www.cost.eu/Country\\_Organisations\\_Table](http://www.cost.eu/Country_Organisations_Table)



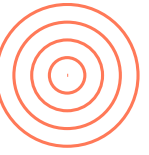
# Grant Awarding Coordinator



- Coordinates and is responsible for the Grant awarding process
- Elected by the Management Committee
- Any WG member with an affiliation in a legal entity from a COST Full / Cooperating Member or EU institution / body or European RTD organisation

*Preparation [Grant Awarding User Guide](#)*

# Science Communication Coordinator

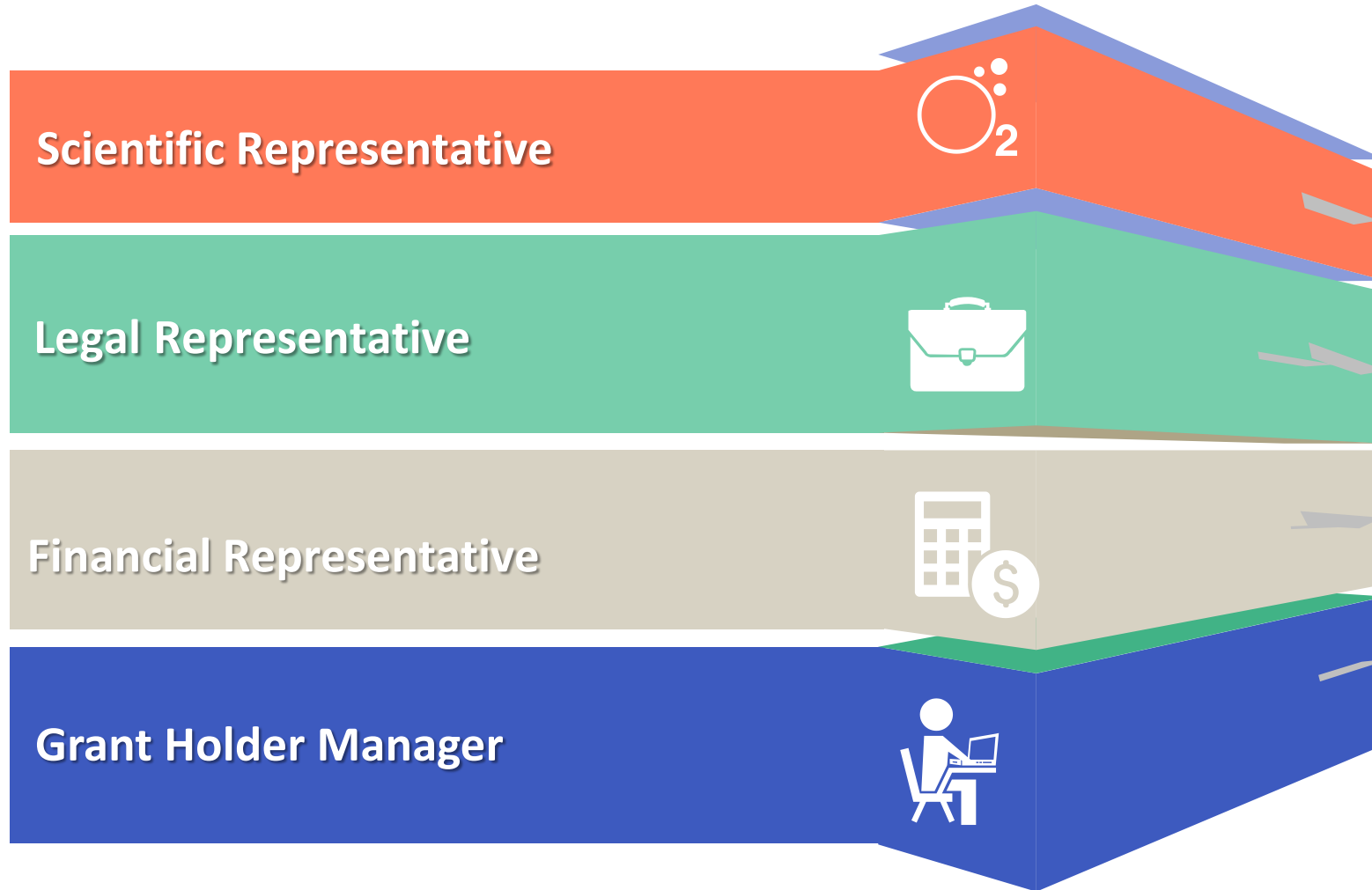
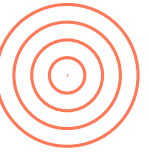


- Coordinates and is responsible for the Action dissemination and communication
- Elected by the Management Committee
- Any WG member with an affiliation in a legal entity from a COST Full / Cooperating / Partner Member or specific organisation  
[http://www.cost.eu/Country\\_Organisations\\_Table](http://www.cost.eu/Country_Organisations_Table)

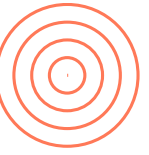
*Training will be provided by the COST communication unit*



# Grant Holder Institution –4 Key Positions



# Grant Holder Manager Tasks



Provide  
administrative support  
to the COST Actions  
Including travel to  
meetings, as approved  
by the MC

1

2

Check and process  
claims/payments

Apply COST  
financial rules

3

4

Ensure  
documentation  
and archiving of  
claims/payments

Check and submit  
Financial Reports on time

5

"A Day in the life of a Grant Holder  
Manager" .

A day in the life of a Grant Holder Manager: COST Act  
- YouTube



# Stewardship for COST Actions

## Science Officer

- Supports on scientific and networking aspects
- Main contact point for Action Chairs

## Administrative Officer

- Supports Actions on administrative aspects (invitations, claims, eligibility, financial reporting)
- Main contact point for Grant Holder Managers

## Communications Officer

- Supports Actions on science communication matters aspects
- Main contact point for Science Communication Coordinators
- Only one colleague

## Other

- COST Academy
- COST Connect

- **For COST Action Chairs**

- Action Chairs' Forum, peer sharing at the beginning of the Action
- Trainings on e.g. How to coordinate international research networks, Understanding EU decision making processes, media skills
- Sustainability of COST Actions networking event on continuing network after the Action has ended

- **For Grant Holder Managers**

- Grant Holder Manager workshop at the beginning of the Action (role, COST rules and systems)
- Grant Holder Seminars, peer sharing
- Grant Holder Forums, for country specific issues

- **For Science Communication Coordinators**

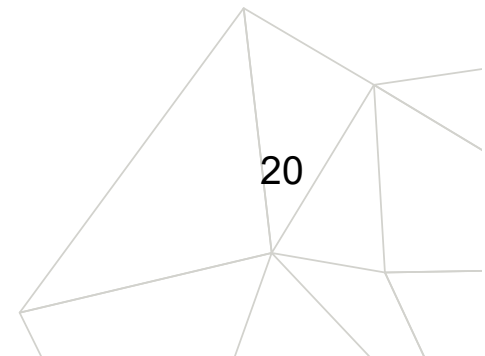
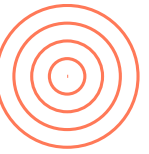
- Trainings on e.g., social media, storytelling, making presentations, shooting and editing mobile videos, media skills.

- **For Young researchers, in particular from ITC**

- Leadership programme (Leadership workshop and participation in Action MC1)

- **For all Action participants**

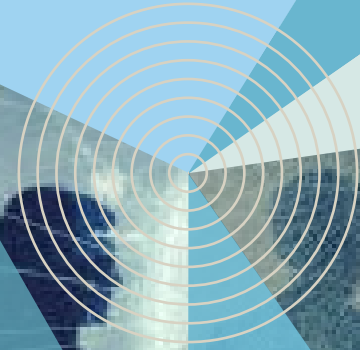
- Webinars on different topics relevant for the Action participants

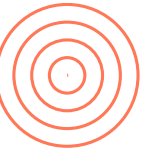




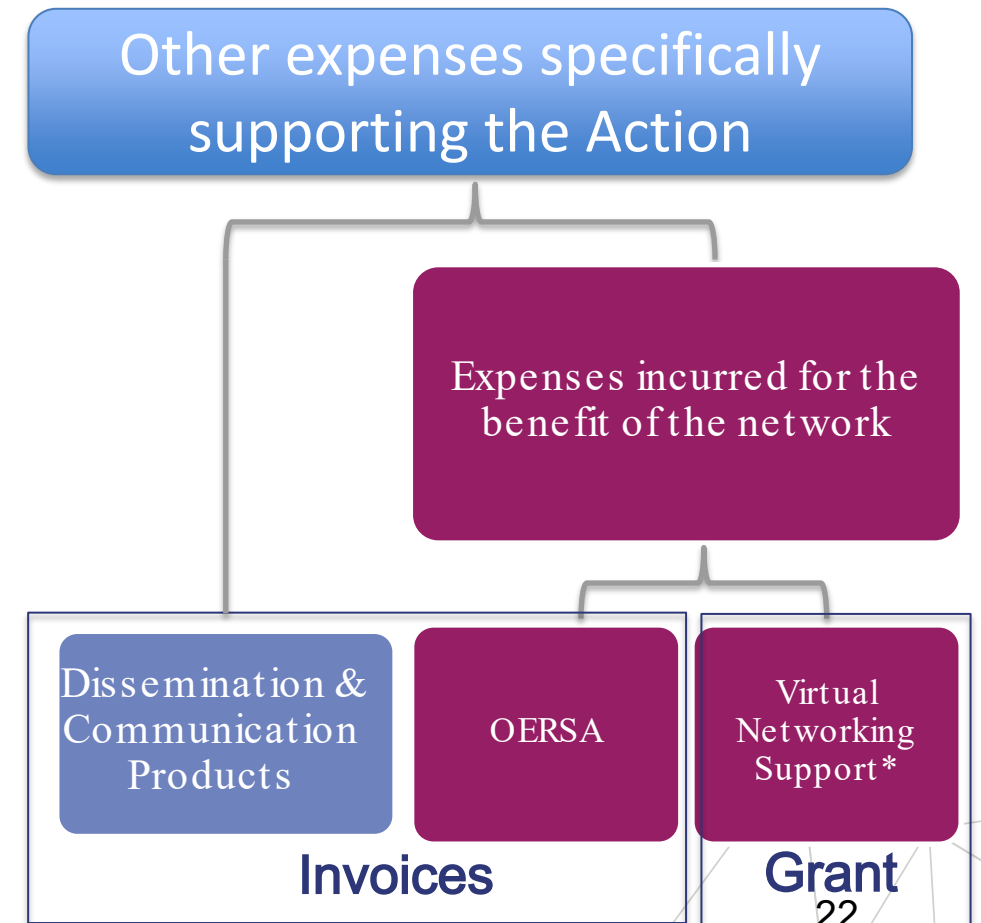
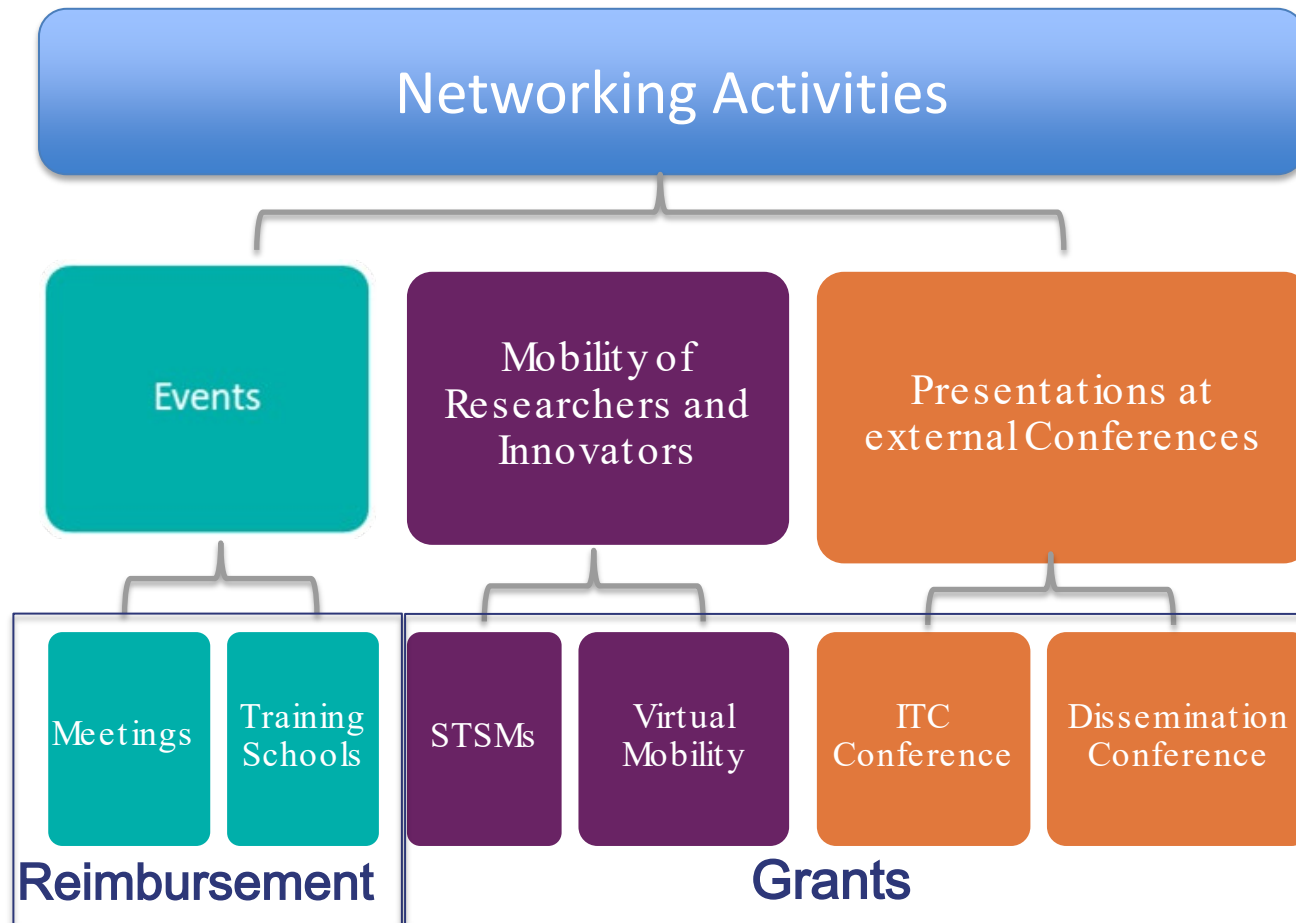
COST Actions

# Activities reimbursed by COST and budget

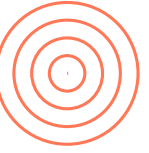




# What can be funded by COST?



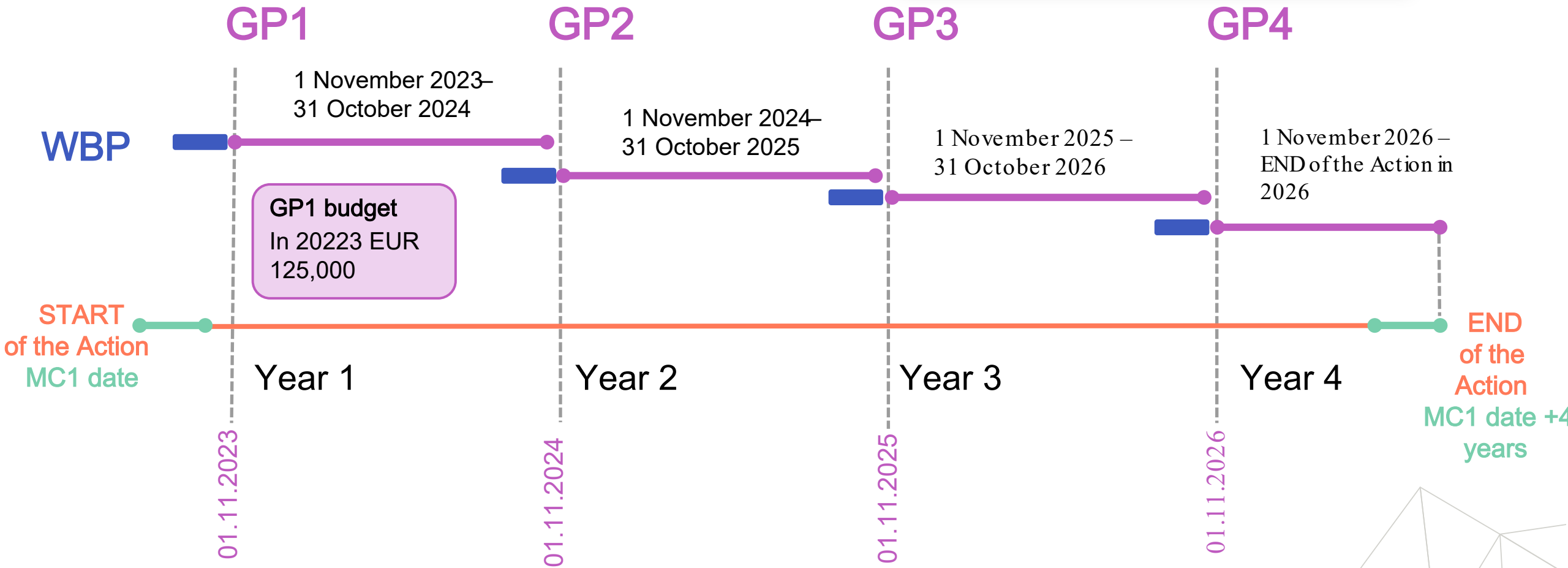
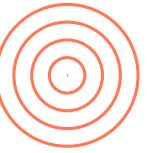
# The Financial and Scientific Administration and Coordination (FSAC)



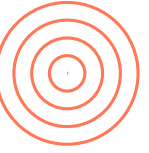
- FSAC- Financial and Scientific Administration and Coordination support
- 15% of the actual eligible scientific expenses
- No justification required

# Grant Periods and budgets

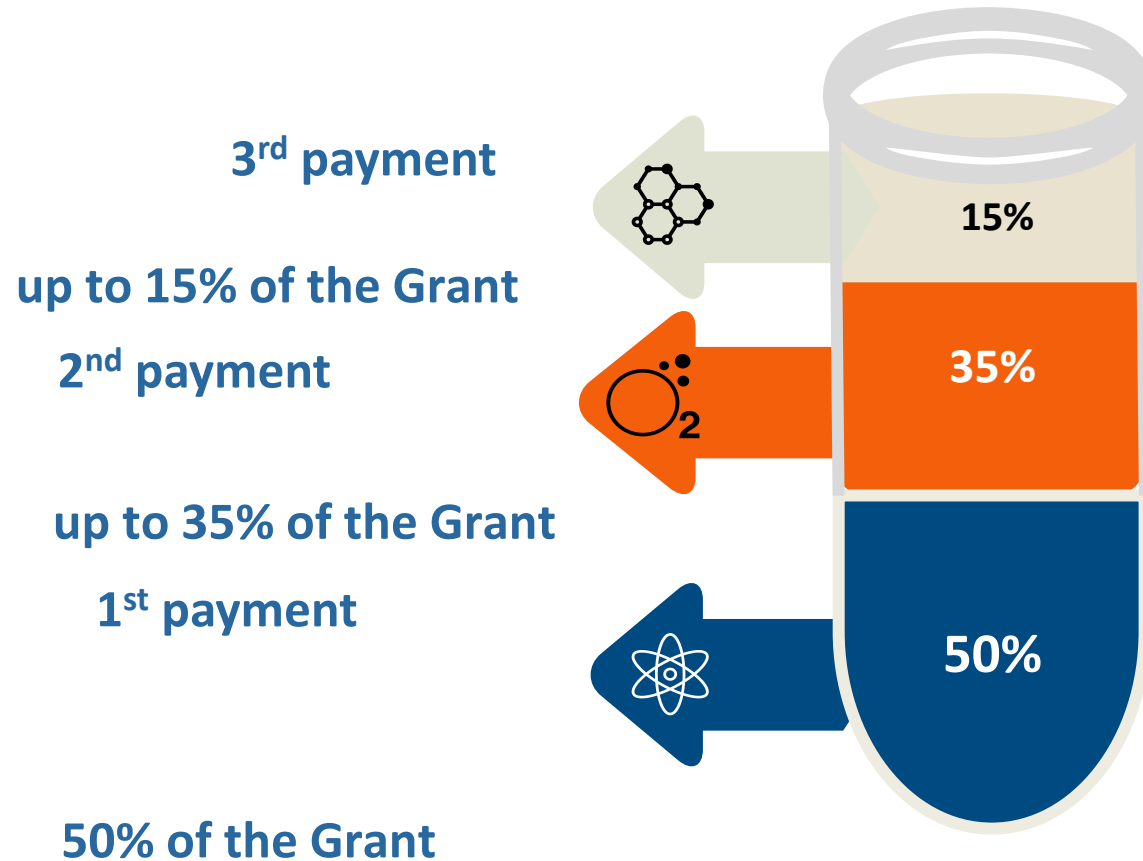
No Budget carry-over from one GP to the following one





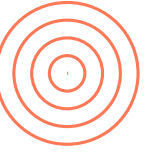


# Payment of the Grant



**No Budget carry-over from one GP to the following one**

# Challenges



- Delays in payment to participants
- Delay in financial reporting
- Rejection of ineligible expenses
- Mismanagement of funds
- Lack of knowledge of institutional and national rules
- The Grant Holder cannot advance funds

# Evaluation process





# Proposals



1. S&T Excellence
2. Networking Excellence
3. Impact
4. Implementation



# Open Call for proposals

## TECHNICAL ANNEX

### SECTIONS

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#### 1. S&T EXCELLENCE

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#### 2. NETWORKING EXCELLENCE

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#### 3. IMPACT

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#### 4. IMPLEMENTATION

### SUB-SECTIONS

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- 1.1 Soundness of the challenge
  - 1.2 Progress beyond the stateof-the-art
- 

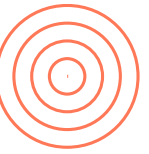
- 2.1 Added value of networking in S&T excellence
  - 2.2 Added value of networking in impact
- 

- 3.1 Impact to science, society and competitiveness, and potential for innovation/breakthroughs
  - 3.2 Measures to maximise impact
- 

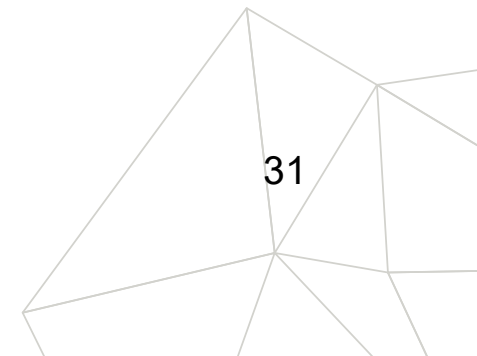
- 4.1 Coherence and effectiveness of the work plan

- Downloadable Word template
- Max. 15 pages
- Diagrams and figures accepted

# Evaluation Criteria



S&T EXCELLENCE	NETWORKING EXCELLENCE	IMPACT	IMPLEMENTATION
Soundness of the challenge	Added value of networking in S&T Excellence	Impact to science, society and competitiveness, and potential for innovation/ Breakthroughs	Coherence and effectiveness of the work plan.
Progress beyond the state-of-the-art (2 questions)	Added value of networking in Impact (2 questions)	Measures to maximise impact (2 questions)	
<b>Total marks for the section = 15 points</b>	<b>Total marks for the section = 15 points</b>	<b>Total marks for the section = 15 points</b>	<b>Total marks for the section = 5 points</b>



# Evaluation

SESA



## ELIGIBILITY!

- Anonymous
- Minimum 50% ITC
- Peaceful purpose
- Format
- English

### STEP ①

#### EXTERNAL REMOTE EVALUATION

- 3 Independent External Experts
- Technical Annex

### STEP ②

#### REVISION AND QUALITY CHECK BY REVIEW PANELS

### STEP ③

#### SELECTION BY THE SCIENTIFIC COMMITTEE

COST policy and objectives

### STEP ④

#### APPROVAL BY COST COMMITTEE OF SENIOR OFFICIALS

Results 7-8 months after submission

# How to engage with COST?







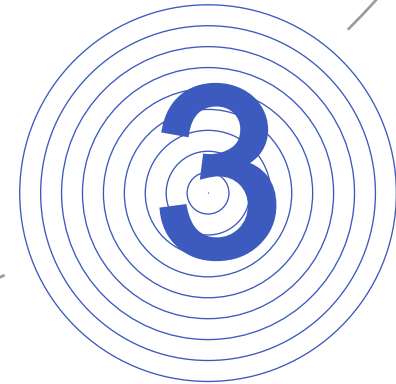
# How to engage with COST?



As a **participant**  
of a running Action

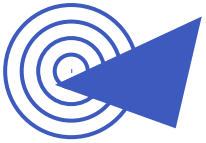


As a **proposer**  
of a new COST Action



As **expert** to evaluate  
submitted proposals

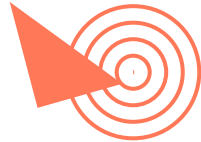
# 1. As a participant in a running Action (1/2)



## FIND THE ACTION IN YOUR FIELD

of interest on the  
COST website

([www.cost.eu](http://www.cost.eu))



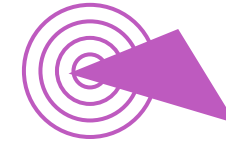
## READ THE PROJECT PLAN

(MoU)—identify  
your potential  
contribution



## BROWSE THE ACTION'S OWN WEBSITE

—check their  
activities

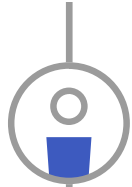


## IDENTIFY THE OPPORTUNITIES

to join the Action  
and your contact  
person



# 1. As a participant in a running Action (2/2)



## **AS A MANAGEMENT COMMITTEE (MC) MEMBER**

(contact the COST National Coordinator)



## **AS A WORKING GROUP (WG) PARTICIPANT**

(contact the WG leader)



## **AS A PARTICIPANT IN ACTION ACTIVITIES**

short-term scientific mission, ITC conference grant, training school, workshop/conference,...

(check the Action's website, contact the chair or the national MC member)



# 2. As proposer of a new COST Action

COST OPEN CALL



One-stage **online submission** of proposals (eCOST)

Proposal should focus on S&T Excellence, Networking Excellence, Impact and Implementation

70 COST Actions approved per collection

**Main** proposer + **secondary** proposer

Collection date:  
25 October 2023  
12:00 CET

[www.COST.eu](http://www.COST.eu)  
[opencall@cost.eu](mailto:opencall@cost.eu)



### 3. As external expert

**As a COST Expert,  
you will have the opportunity to**

**Contribute** to the  
evaluation of COST  
Open Call proposals



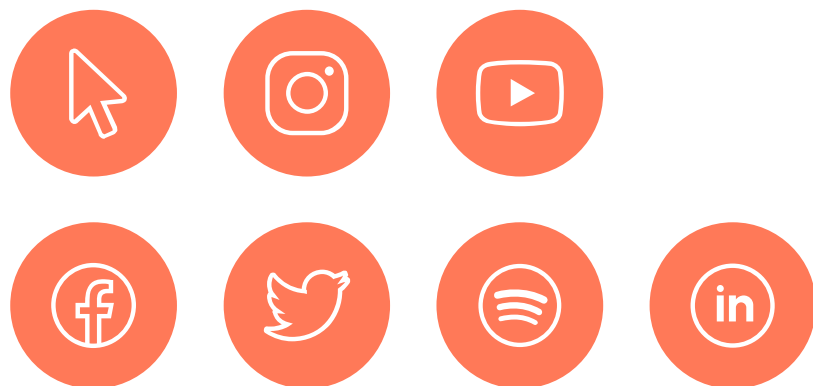
**Participate** in the  
assessment of Action  
results and outcomes

# Tips for submitting a winning COST Action proposal



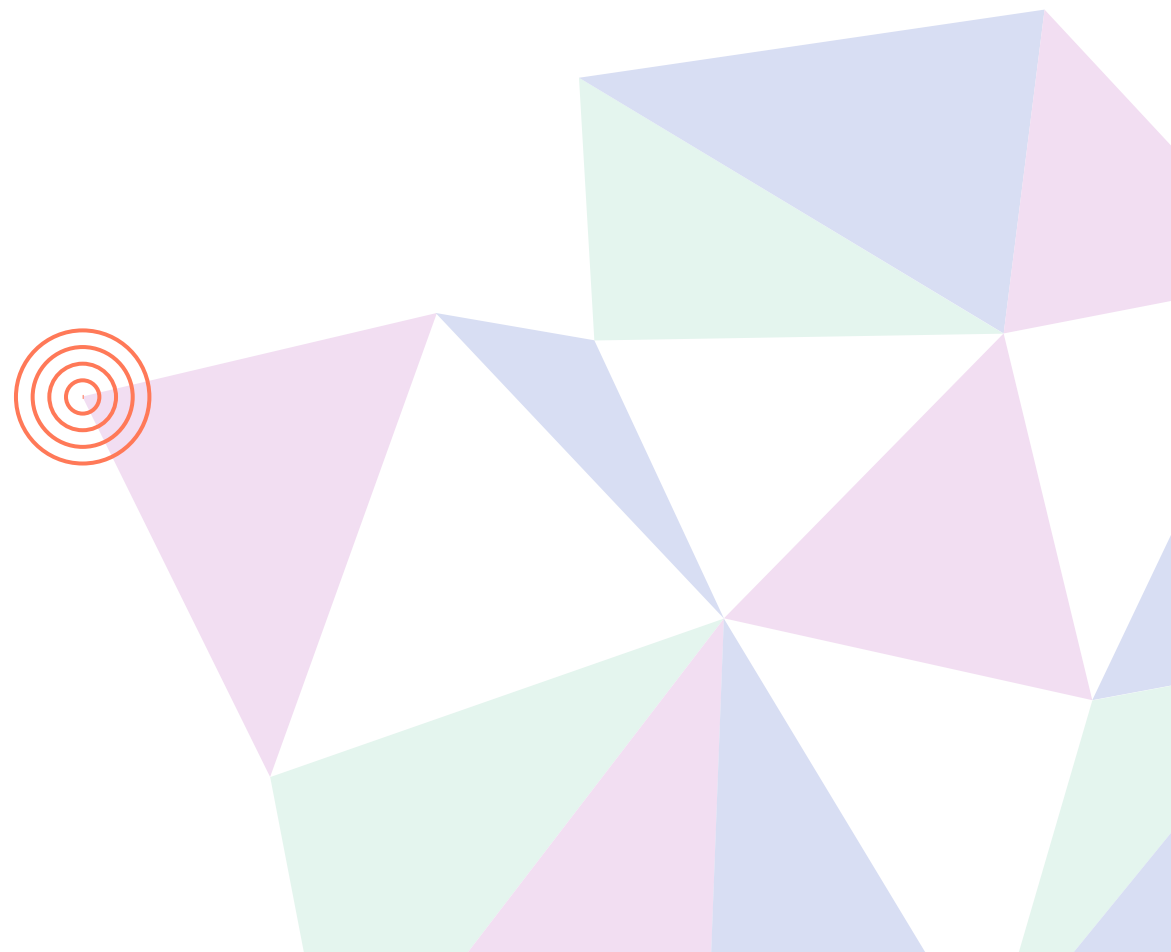
[watch the video](#)

# THANK YOU!



Contact and engage with us!

[opencall@cost.eu](mailto:opencall@cost.eu)



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# UK COST NATIONAL COORDINATOR' NOMINATIONS PROCESS



Herbee Thomas



# ROLE OF UK COST NATIONAL COORDINATOR IN NOMINATIONS PROCESS

## ☐ Purpose of Nominations

- UK Participants contribute at Management Committee level through coordination, implementation and management of the COST Action
- National Experts contribute to the evaluation process as Review Panel member

## ☐ Over 500 UK Management Committee Members

## ☐ Over 98% Representation in COST Actions

# ROLE OF UK COST NATIONAL COORDINATOR IN NOMINATIONS PROCESS

## Nominating COST Action Management Committee (MC) members

### New COST Actions: Process takes 4 -6 weeks

**Step 1:** Request sent by CNC Proposers

**Step 2:** Proposers decide who they wish to nominate

**Step 3:** Proposers notify CNC of their decision

**Step 4:** Proposer/Other Nominated

### COST Actions Post 1<sup>st</sup> MC Meeting: Process takes 4-5 weeks

**Step 1:** Request made to CNC

**Step 2:** CNC Reviews Request

**Step 3:** CNC Responds to Requester with Decision

**Step 4:** Requester Nominated subject to MC Vote

# ROLE OF UK COST NATIONAL COORDINATOR IN NOMINATIONS PROCESS

- ❑ **General Summary on MC Nominations Process**
  - Proposers decide whether they wish to be MC member
  - There are only two Management Committee positions
  - Participants can join Working Group and can indicate interest in substituting or being a MC member
  - Participants can apply to join any COST Action at MC level if position is available
  - Nominations subject to MC vote after first 1<sup>st</sup> MC meeting

# ROLE OF UK COST NATIONAL COORDINATOR IN NOMINATIONS PROCESS

## ❑ **Nominating Review Panel Members**

- CNC nominates national experts for each of the six Science & Technology fields
- National expert could be an active researcher, engineer or scholar
- Membership can be up to four years

# UK COST NATIONAL COORDINATOR NOMINATIONS PROCESS

Thank you

[cost.ukcnc@dsit.gov.uk](mailto:cost.ukcnc@dsit.gov.uk)