

**CA17140 CANCER NANOMEDICINE**  
**Call № 5 for**  
**Short Term Scientific Mission (STSM) Applications**

**TIME SCHEDULE AND MAIN RULES:**

- **STSMs must be carried out from 01/09/2020 to 31/10/2021**
- **No deadlines are established, but the STSM committee will evaluate the applications immediately after received, to allow applicants to start their STSM into few days, as necessary. The number of approved applications will depend on the available budget. It is requested that the applicants immediately (after applying in the e-cost web site) send (by e-mail) the necessary documents to the STSM committee member belonging to the applicant WG (see the list below), adding the coordinator in Cc. The necessary documents are: the application form compiled in the e-cost web site, the research plan – written in the application form as “Motivation and workplan summary” -, CV, letter of support from the Home institution (group leader or tutor), written agreement from the Host institution (group leader).**
- **Due to the current Coronavirus situation and the risks connected with it, applicants may apply for STSM even few days before their planned STSM periods, by verifying the restrictions and quarantine rules requested by Governments of the Home and Host institutions, and the availability of flights to go to-from the Host institution.**

The **STSM committee** for the evaluation of the applications and final approval is constituted by:

STSM Coordinator: Maria Francesca Ottaviani - [maria.ottaviani@uniurb.it](mailto:maria.ottaviani@uniurb.it)

for WG1: ZHANG Hong - [h.zhang@uva.nl](mailto:h.zhang@uva.nl)

for WG2: SARMENTO Bruno - [bruno.sarmiento@ineb.up.pt](mailto:bruno.sarmiento@ineb.up.pt)

for WG3: ROCCHI Palma - [palma.rocchi@inserm.fr](mailto:palma.rocchi@inserm.fr)

for WG4: PINTO REIS Catarina - [catarinareis@ff.ulisboa.pt](mailto:catarinareis@ff.ulisboa.pt)

The institutions/ organisations where applicants pursue their main strand of research are considered as **Home Institutions**. The **Host Institution** is the institution/ organisation that will host the STSM grantee.

The following table shows the scenarios available to eligible STSM applicants

Applicant's Home Institution	STSM Host Institution
Located in a Participating COST Full Member / COST Cooperating Member	Located in another Participating COST Full Member / COST Cooperating Member
	Located in a Participating COST Partner Member
	An Approved IPC Institution
	An Approved NNC Institution
	The EU Commission or an EU Body, Office or Agency
	An Approved European RTD Organisation
	An Approved International Organisation
Located in an Approved NNC Institution	Located in a Participating COST Full Member / COST Cooperating Member
Located in an Approved European RTD Organisation	Located in a Participating COST Full Member / COST Cooperating Member

**GOALS:** building a network in order to initiate specific scientific projects in line with MoU objectives, exchanging expertise and transferring knowledge on cancer nanomedicine between participants.

**OUTPUTS:** STSM reports, collaborative projects, joint publications, knowledge exchange, transfer of skills and techniques, networking.

**FINANCIAL SUPPORT:**

A STSM Grant is a fixed financial contribution which takes into consideration the budget request of the applicant and the outcome of the evaluation of the STSM application. STSM Grants do not necessarily cover all expenses related to undertaking a given mission. A STSM Grant is a contribution to the overall travel, accommodation and meal expenses of the Grantee.

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

- Up to a maximum of EUR 3500 in total can be afforded to each successful applicant;
- Up to a maximum of EUR 160 per day can be afforded for accommodation and meal expenses.
- Up to a maximum of EUR 300 can be afforded for travel costs.

**Therefore, the financial contribution up to EUR 160 per day is applicable for STSM from 5 to 20 days (+ up to EUR 300 for travel costs). For STSM longer than 20 days, a financial contribution up to EUR 3500 is provided (eventually including the travel costs).**

The appointed STSM Committee should consider and can approve differentiated country rates to cover accommodation and meal expenses based on the perceived cost of living in the host country.

For the period of the STSM neither the MC, nor the COST Association nor the Grant Holder may be considered as an employer. The grantees must make their own arrangements for all health, social, personal security, taxation and pension matters.

All applicants must carefully read the funding rules detailed in Section 8 of the COST Vademecum. This document is available at: <http://www.cost.eu/Vademecum>.

**APPLICATION:**

The applicants must register for an e-COST profile at <https://e-services.cost.eu/> and submit their STSM applications online at: <https://e-services.cost.eu/STSM/> (follow the instructions)

**After submitting the application online, the applicants must download it and send it as an e-mail attachment to the STSM Committee member(s) connected to the applicant selected WG(s).**

**Attachments to this e-mail must include also the supporting documents (CV, work plan, list of publications, motivation letter, letter of support from the Home institution, letter of support of the Host institution)**

**All documents must be sent to the STSM coordinator too, in Cc to the e-mail.**

**In the first two sentences of the motivation letter (also in the application submitted on-line), the applicant has to specify:**

- 1) **the WG(s) to which the Home and Host Institutions belong to,**
- 2) **if the applicant is a student, PhD, ECI (early career investigator: maximum 8 years after PhD), or a senior scientist (>8 years after PhD),**
- 3) **if the applicant belongs to an ITC (Inclusiveness Target Country: see the list below at point I,5 of the evaluation criteria),**
- 4) **the relevance of the application in the field of CANCER NANOMEDICINE. Reference should also be made to this field in the TITLE of the project,**
- 5) **everything else indicated in the list of evaluation criteria (see below).**

The following information has to be encoded in the on-line registration form:

- the Action number,
- the title of the planned STSM (containing reference to “cancer nanomedicine”),
- the start and end dates,
- the key academic details of applicant,
- motivation and work plan summary,
- the bank details of applicant,
- the host institution,
- requested grant (amount for travel and subsistence).

As approved by the MC, the evaluation of STSM applications and selection of Grantees is performed by the STSM Committee. The selection of STSM applicants will be based on the scientific scope of the application and how it can support the COST Action in achieving its scientific objectives, and take into

account the COST Policy and Rules with special attention on Inclusiveness and Excellence. The selection of STSM grantees, including Home and Host Institutions as well as allocated grants, must be communicated to the entire Action MC in a subsequent Action MC meeting and included in the minutes of the Action MC meeting.

**EVALUATION CRITERIA:**

**First preference will be given to applicants who already got the STSM grants and could not perform STSM (or performed it only in part) due to Coronavirus situation. These applicants must apply again following the rules indicated in this 5th STSM Call.**

The applicant has to consider each of the following evaluation criteria in the motivation letter.

**Evaluation criteria for STSM, dedicated to ECI, PhD & lower grade researchers (TERMED "STSM of TYPE A"):**

**- I) Scientific quality/Excellence in Science:**

- 1- Does the project start from a relevant non-trivial question, and is this question relevant for the Action?
- 2- Would answering this question (or solving this problem) really be an important step forward in the development or progress of the Action scientific purposes?
- 3- Does the project description indicate that the group is sufficiently acquainted with the up-to-date knowledge in this domain? Do they have broad and adequate access to the international scientific literature?
- 4- Is the proposed methodology for obtaining an answer to this problem appropriate?
- 5- Does the Host group possess the necessary skills for applying this methodology?
- 6- Quality of the applicant based on publications, participations to symposia, patents, experiences in process up-scaling and experiences in clinical translation.

**- II) Training benefit for the applicant**

**- III) Benefit for the Nano2clinic Network**

**- IV) Experience of the applicants:** higher priority to ECI and PhD Students or postdoctoral fellow or employed by, or affiliated to, an institution, organisation or legal entity which has within its remit a clear association with performing research.

**- V) Interdisciplinary level**

**- VI) Inclusiveness target countries:** Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, FYR Macedonia, Hungary, Latvia, Lithuania, Luxembourg, Malta, Moldova, Montenegro, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia and Turkey.

- VII) Gender balance

- VIII) STSM period

**Evaluation scoring for STSM of Type A:**

I : 30 pts (5 pts for each sub-criteria)

II: 10 pts (2 pts per pertinent benefit, as indicated in the motivation letter)

III: 10 pts (2pts per key performance indicator (KPI)/those defined in the Nano2Clinic proposal are: paper, patent, conference-poster, project, prototypes, database, software, book, training school and workshop)

IV: 15 pts for PhD students & lower; from 12 to 5 pts for ECIs on the basis of the number of years after PhD.

V: Maximum 15 points will be granted for highly interdisciplinary projects.

VI: To Inclusiveness target countries will be given priority in the STSM selection.

VII: Gender balance will be taken into consideration in the STSM selection.

VIII: Preferred STSM with a duration period longer than 7 days up to a maximum of 90 days .

Maximum total: 80

**Evaluation criteria for STSM dedicated to group leaders, professors and experienced scientists (TERMED "STSM of TYPE B")**

**I) Scientific quality/Excellence in Science:**

1- Does the project start from a relevant non-trivial question, and is this question relevant for the Action?

2- Would answering this question (or solving this problem) really be an important step forward in the development or progress of the Action scientific purposes?

3- Does the project idea/targeted activity description indicate that the visiting/visited groups are sufficiently acquainted with the up-to-date knowledge in this domain? Do they have broad and adequate access to the international stakeholders/networks?

4- How promising will be this STSM for future collaborations and project applications?

5- Quality of the applicant based on publications, patents, experiences in process up-scaling and experiences in clinical translation.

- II) Benefit for the Nano2clinic Network

- III) Experience of the applicants

- **IV) Interdisciplinary level**

- **V) Inclusiveness target countries:** Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, FYR Macedonia, Hungary, Latvia, Lithuania, Luxembourg, Malta, Moldova, Montenegro, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia and Turkey.

- **VI) Gender balance.**

- **VII) STSM period.**

**Evaluation scoring for STSM of Type B:**

I : 45 pts (5 pts for sub-criteria 1-4, 25 pts for sub-criteria 5)

II: 20 pts (5pts per key performance indicators (KPI)/ those defined in the Nano2Clinic proposal are: paper, patent, conference-poster, project, prototypes, database, software, book, training school and workshop)

III: Higher priority to experienced investigators/professors, retired professors, senior scientists/researchers and group leaders

IV: Maximum 15 points will be granted for highly interdisciplinary projects

V: To Inclusiveness target countries will be given priority in the STSM selection

VI: Gender balance will be taken into consideration in the STSM selection

VII: Preferred STSM with a duration period of 5-7 days

**Maximum total: 80**

***APPROVING STSM FOR PAYMENT***

Specific provisions have been introduced to enable researchers from Inclusiveness target countries (ITC) participating in the COST Action to request a pre-payment of 50% of their STSM Grant when they complete the first day of their STSM. In such case, the representative of the Host Institution must confirm by e-mail to the Grant Holder ([joanna.korczynska@uni.lodz.pl](mailto:joanna.korczynska@uni.lodz.pl)) that the STSM applicant has officially started the mission on day 1. Only then the Grant Holder can arrange the payment of 50% of the STSM grant. The remaining 50% of the Grant is payable once the administrative requirements have been satisfied after the STSM.

The pre-payment of 50% of the grant should also be requested at the application stage within the e-COST. This is subject to the approval of the Grant Holder Institution.

**The STSM Grantee has 30 calendar days from the end date of the mission to submit on-line in the e-COST website a scientific report and the Host Institution approval. The final scientific report must be sent as an e-mail attachment to the STSM Committee member(s) connected to the applicant selected**

**WG(s) and to a senior researcher affiliated to the Host Institution (add the STSM coordinator in Cc). If the mission ends at the end of the Grant Period (end of April 2021), the Grantees are kindly requested to submit the report, both on-line and by e-mail as soon as possible.**

Payment of the Grant is subject to a STSM scientific report being approved on behalf of the Action's MC by the STSM Committee and by a senior researcher affiliated to the Host Institution.

The STSM Coordinator approval of the above-mentioned documents will be uploaded in e-COST for archiving purposes.