

CA21111 - One Health drugs against parasitic vector borne diseases in Europe and beyond (OneHealth.drugs)

**Short-Term Scientific Missions (STSMs) within the OneHealthdrugs (CA21111) network
1st CALL for applications 2023**

Call opening: 01/03/2023

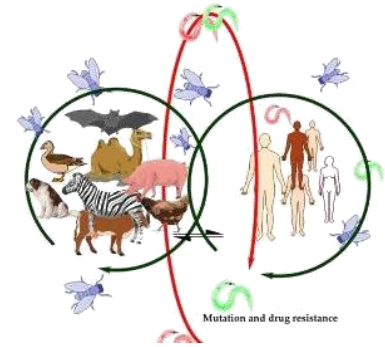
End date of the STSM activity (date of transport return to the home institution): before 31/08/2023.

Application evaluation process: The process is organised on a "first come first served" basis **ONLY FOR THE ACTION YEAR 1 (until 31th October 2023)**.

Call closure: This Call will close when all STSMs are granted/STSM budget is allocated.

TO BE CAREFUL OF:

- **The STSM Applicant must obtain the agreement of the host institution before submitting a STSM application.**
- **The Applicant must use the online eCOST portal (<https://e-services.cost.eu/stsm>) to register its proposal.**
- **International cooperation involving at least 1 Country involved in this COST Action: participation of an intensive Inclusiveness target Country (ITC) or a country from Africa - where parasitic diseases are endemic - will be encouraged.**
- **Young Researcher and Innovator are strongly encouraged to submit application for STSMs.**
- **The STSM grantees must make their own arrangements for all health, social, personal security, pension matters and visa process (if applicable).**
- **DO NOT START a STSM before sending a scan of the signed grant letter to Prof. Maria Paola COSTI (Action Chair) and to Dr. Elisabeth Davioud-Charvet the Grant Awarding Coordinator.**
- **The submission of the scientific report and the host approval of the report on the eCOST portal (<https://e-services.cost.eu/>) is mandatory. The deadline to submit the supporting documents is 30 days from the end of the STSM.**
- **It is the responsibility of the host and guest institutions to ensure that all measures and recommendations between the two countries (institutions) enable this exchange to take place under satisfactory sanitary and welcome conditions. The Board of the COST Action CA21111 cannot be held responsible in case of failure to meet these essential criteria.**
- **Participants are advised to contract a travel cancellation insurance for all their long-distance travel. Cancellation insurance is an eligible expense included in the long-distance travel expenses.**
- **Life and medical insurance – expenses related to addressing / treating health issues of any type (PCR tests, medical consultations, etc) are not eligible.**



Glossary:

STSM: Short-Term Scientific Missions. These Missions (Inter-laboratory Exchange Visits) aim at strengthening the existing COST Actions by allowing scientists to go to an institution or laboratory in another COST country to foster collaboration, to learn a new technique or to take measurements using instruments and/or methods not available in their own institution/laboratory. They are particularly intended for Early Stage Investigators (ECI).

STMS Coordinator: person elected by the MC that coordinates the STSM awarding process

STSM Grant Awarding (GA) Team: scientific committee that evaluates the applications

STSM: STSM that lasts between 5 and 90 days and the Grant amount is up to 4.000 EUR paid in one instalment after the approval of the scientific report.

Grant Holder (GH): person that monitor the incoming approved applications, sends the successful Applicants their Grant Notification, makes the timely pre-payment of 50% of the grant (only for Applicants with an affiliation in an ITC Country), and ensures that all grants are paid within the deadline of 30 days.

eCOST: online COST web portal for registration and submission of STSM applications.

YRI = Young Researcher and Innovator, 40 years old maximum.

ITC: Inclusiveness targets Country (Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Luxembourg, Malta, Moldova, Montenegro, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Turkey, and the Republic of North Macedonia)

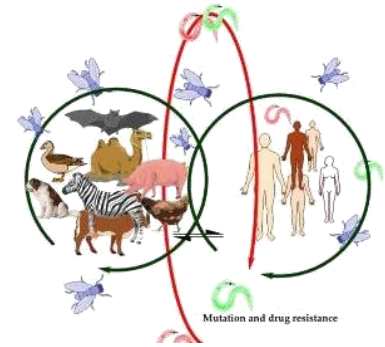
MC: Management Committee - For each Action a Management Committee, formed by national experts of the signatory COST Member States, is in charge of implementing, supervising and coordinating the activities of the Action.

Open Call: A one-stage submission process where proposals can be submitted at any time using a dedicated secured online tool (eCOST).

WG: Working Groups - The scientific work of the Actions is organised through Working Groups.

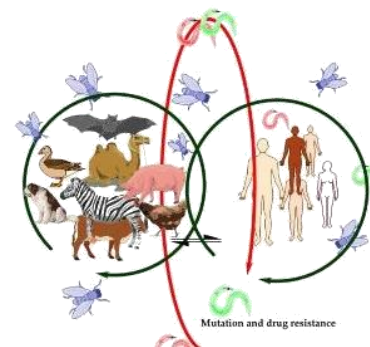
European RTD Organisation means any intergovernmental scientific research organisation that is responsible for infrastructures and laboratories whose members are countries, and the majority of which are COST Member Countries or Cooperating State.

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The aims of a Short-Term Scientific Mission (STSM) of the OneHealthdrugs Action are:

- Contribute to the scientific objectives of a COST Action (see Memorandum of Understanding, <https://www.cost.eu/actions/CA21111/>).
- Help creating a platform for joint research
- Strengthen the existing network by allowing scientists to go to an institution or laboratory of any Action member in either another COST or a non-COST country member of the Action
- Foster new or existing cooperations and collaborative work between the partners of the Action within a WG or between different WGs
- Learn a new technique and/or ensure access to new technique instruments to produce high level research.
- Take measurements using instruments and/or methods not available in their own institution/laboratory.
- Allow young researcher to present their collaborative research activities (seminar, oral communications, scientific discussions...). Priority will be given to Young Researcher and Innovator that are willing to contribute to the scheduled COST meetings of this present Action.
- Ensure high level short term training of young researchers such as PhD students or postdoctoral research fellows (under the age of 40). Young Researcher and Innovator will be indeed strongly encouraged to apply and their mobility prioritized.
- Promote exchanges and subsequent cooperations and researchers exchange from and to less research intensive Inclusiveness Targets Countries (ITCs).



MISCELLANEOUS INFORMATION

Specific information concerning STSM

The APPLICANT

All OneHealth*drugs* members and their students/colleagues involved in WG activities are invited to submit one (or more) STSM application(s). The Applicant could be a PhD student, a Post-Doc or a staff member in an institution located in a COST Country of our Action, which has been formally accepted to be part of our Action. The STSM Applicant must be engaged in an official research programme as a PhD Student or postdoctoral fellow or can be employed by, or affiliated to, an institution, organisation or legal entity, which has within its remit a clear association with performing research.

The HOME and HOST INSTITUTIONS

A STSM may be approved:

- From a *COST Full/Cooperating Member*, an *European RTD country*, i.e. from a home institution in a COST participating country to a host institution in another COST participating country or to a formally approved host institution in a non-COST country. **The Home and Host institution should be located in different countries. STSMs within the same country are not allowed.**
- From a formally approved home institution in a Near Neighbour Country (NNC) to a host institution in a COST participating country, or from a country elsewhere in the world.

The policy for participants from Near Neighbour Countries (NNC) and International Partner Countries (IPC) will be as follows: their participation will be approved upon the Actions' approval by the CSO if they are part of the network. Otherwise, they will be approved by the MC and by the Head of Science Operations (HoSO); NNC Action Participants will not access key leadership positions. The eligibility for reimbursement of Action Participants from NNC will be as follows:

- NNC and IPC Action Participants will be invited to participate in Action MC meetings as MC Observers (no voting right); up to two researchers per NNC will be eligible for reimbursement;
- NNC Action Participants may participate in any activities organised by the COST Action and will be eligible for reimbursement.
- IPC Action Participants will not be eligible for reimbursement;
- IPC Action Participants invited as trainers to a COST Action Training School will be eligible for reimbursement

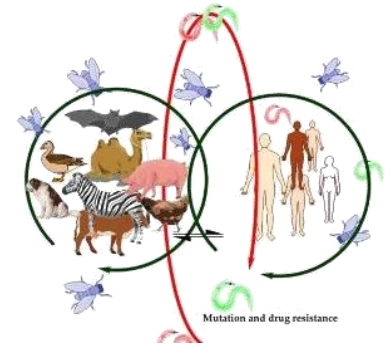
Attention will be paid to STSM exchange with an intensive Inclusiveness Target Country (ITC) or a country from Africa (IPC), which will be encouraged. However, the African Partners can host STSM but are not eligible for STSM grants.

DURATION

The mission "STSM" should last up to a maximum of 6 months (180 calendar days) and shall be made within the time frame of the operation identified in the proposal and within the period of the respective Action.

For the 1st Call, all missions must be completed by August 31, 2023.

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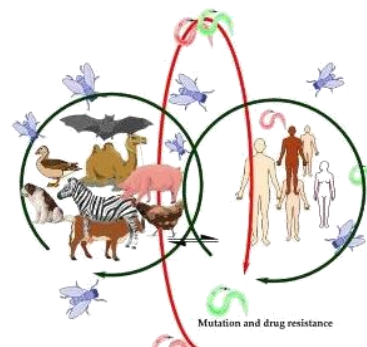


FINANCIAL SUPPORT

The financial support on offer is a contribution to the overall expenses incurred during the STSM (cover travel and subsistence expenses and is paid as a grant) and may not necessarily cover all of the associated outgoings. **The financial contribution for a STSM will be a fixed grant based on the Applicant's budget request** and the evaluation of the application by the STSM assessment panel. The grant should cover only travel and subsistence (lodging and meals). The total of a STSM shall normally not exceed EUR 4.000. The amounts granted for each individual STSM will be determined during the evaluation process by the nominally appointed persons (see below). The selection of Applicants is based on the scientific scope of the STSM application which must clearly compliment the overall objectives of the Action (see below).

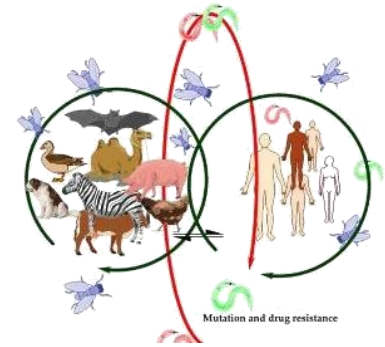
Any exception needs special justification and prior approval from the COST Office

STSM Applicants with an affiliation in an institution in an ITC country can request a pre-payment of 50% of grant. This is payable under 2 conditions: (i) that the Grant Holder has sufficient funds to cover 50% of the grant in advance and (ii) that the host confirms to the Grant Holder that the mission has started.



APPLICATION PROCEDURE

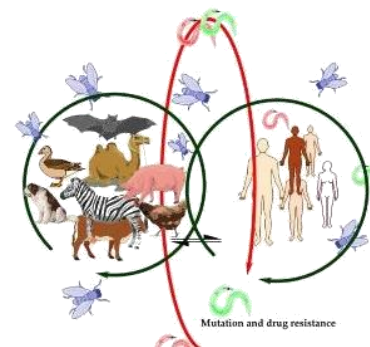
1. Before planning the mission, the **Applicant obtains the agreement from the Host institution and provides a signed letter/certification from the Host Institution that the Applicant is welcome to the Host institution for the mission** (use template 1 at the end of this document).
2. **The Applicant registers online at eCOST (<https://e-services.cost.eu/stsm>) and fills the STSM registration forms** (please use the template for application). For already registered Applicants, if the profile is incomplete, the missing information has to be filled. The application page contains the following sections:
 - STSM details** (the application must start and end during the same Grant Period (GP). If a GP is not active, the Applicant will not be able to submit an application).
 - Bank details**
 - Host details** (must be located in a different country than the country of the Applicant)
 - Financial support**
 - Motivation and Work Plan summary (2000 words maximum)**
 - Supporting documents** (see below)
3. The Applicant uploads the following supporting documents:
 - Letter of support from the Home Institution** (renamed using the following format: [Letter Support-COST-STSM-CA21111-OneHealthdrugs FirstName LastName.pdf](#))
 - Agreement from the Host Institution** that the STSM Applicant can perform the activities detailed in the STSM work plan on the agreed dates (renamed using the following format: [Agreement-COST-STSM-CA21111-OneHealthdrugs FirstName LastName.pdf](#))
 - CV** (maximum 1 page), including:
 - **A list of academic publications** – if applicable;
 - The **date of birth**; the **number of years since obtaining PhD Degree** – if applicable;
 - **Current position**: e.g. PhD student, Post Doc (date of PhD), Assistant Professor, Employee, Research fellow...;
 - A Proposal of the research during the expected STSM (4 pages maximum)**, with the following structure (see template): Broader background and research questions of the current project; summary; Specific goals of STMS, Working Plan & methods used; Expected outputs and contribution to the Action MoU objectives and deliverable, including the relevance to the Action and WGs; references including 3 references from the Applicant or Home Institution and 3 references from the Host Institution that are relevant to the proposed project, Hosting lab selection motivation, Dissemination plans, Benefits of the STSM.
 - A Signed Statement including the following aspects**: She/he must agree to present results at a scheduled WG meeting and to provide a written report; - She/he must agree to acknowledge funding in publications and conferences arising from the STSM Cost Action (according to the acknowledgment rules of COST dissemination available on <https://www.cost.eu/funding/documents-guidelines/>)
 - An Estimated Budget**



CV, Proposal of the research during the expected STSM, Signed Statement and Estimated Budget should be gathered in a single file and uploaded as the CV.

(Renamed using the following format: [Proposal-COST-STSM-CA21111-OneHealthdrugs FirstName LastName.pdf](#))

4. If the application is complete, the Applicant submits its request
5. **The STSM coordinator**, Dr. Elisabeth Davioud-Charvet (elisabeth.davioud@unistra.fr), **and the Grant Awarding Team**: Dr. Stéphanie Blandin (sblandin@unistra.fr), Daniel Sojka (sojkadan@gmail.com), Mindaugas Lesanavičius (mindaugas.lesanavicius@gmail.com) **are notified of the submission. The Applicant also receives a copy of the notification.**
6. After the evaluation process:
 - **If the application is rejected, the STSM coordinator informs the Applicant and provides a justification.** The STSM coordinators will guide the Applicant in her/his resubmission. It will be considered for the next funding period and will be treated as a new application.
 - **If the application is accepted, the GH is notified to send the Grant Letter notification to the Applicant.**
7. If the STSM Applicant from an ITC requests is granted a pre-payment of 50% of the grant, the STSM host receives a notification requesting to confirm to the GH that the STSM started on schedule. Without the STSM host confirmation, the pre-payment will not be done. The actual transfer of 50% of the grant can take several days after the receipt of the STSM Host email confirmation.



EVALUATION PROCESS

To ensure **fairness and impartiality** of the evaluation process, the **proposals for STSMs will be evaluated by an Assessment Panel composed of the Grant Awarding Coordinator and at least two of the Grant Awarding team members.**

Grant Awarding Coordinator

Dr Elisabeth Davioud-Charvet, Univ. Strasbourg, France

E-mail: elisabeth.davioud@unistra.fr

Tel: +33 (0)368852620

Grant Awarding Team Members

1. Dr Stéphanie Blandin, Univ. Strasbourg, France, sblandin@unistra.fr

2. Dr Daniel Sojka, Budejovice, CZECH REP, North Macedonia, sojkadan@gmail.com

3. Dr Mindaugas Lesanavičius, University of Vilnius, LITHUANIA, mindaugas.lesanavicius@gmail.com

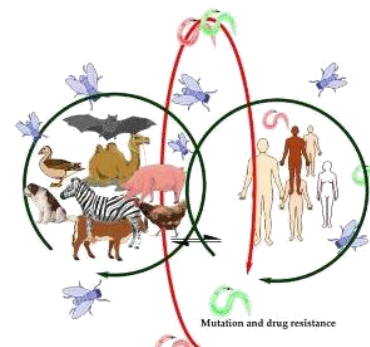
The proposals collected by the STSM coordinator and the Grant Awarding Team will be evaluated, together with an up-to-date summary of “the statistics”, *i.e.*, the budget available, and a list of the STSMs funded in the Action. Each member of the assessment panel shall respond, in accordance with the following aspects, within two weeks:

a) Applications to be funded (“priority list”),

b) Applications not fundable (for reasons other than “no funds available”). Should an application be categorized “not fundable for other reasons”, then a reason must be indicated.

To elaborate a list of the STSM proposals that have to be funded in the Action, the STSM Committee has established **a set of criteria** to be applied in the evaluation of STSM proposals. These criteria are defined to respond to the main aim of the COST Action STSMs, namely:

- **Contribution to the scientific objectives of the COST Action,**
- **Contribution to learn new techniques/methodologies, gain access to specific data, instruments and/or methods** not available in their own institutions / organisations.



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Proposals will be evaluated using the **following criteria** (Each criterion will be scored out of 4 and they will all be weighted equally. The maximum overall score is therefore 20):

I Research

1. Research/technological quality (*objectives of the proposed research clearly defined; timeliness and relevance*)
2. Appropriateness of research methodology and approach (*for the goals of the project as well as for the objectives of the action (state of the art; see MoA)*)
3. Host scientific expertise in the field

II Training

1. Clarity and quality of the research training objectives for the researcher

III Researcher

1. Research experience,
2. Potential to acquire new skills and knowledge during the mission

IV Implementation

1. Feasibility and credibility of the proposed work, including work plan
2. Quality of infrastructures/facilities of host (*on-site training and support*)

V Impact

1. Contribution to Actions objectives (*successful implementation and the outputs of the mission would likely contribute to produce knowledge that can be used to underpin the future work within the Action*)
2. Impact of competencies acquired (**in line** with the Actions objectives, see MoU of CA21111)
3. Contribution to the scientific career of the Applicant
4. Proposals in terms of dissemination of results or skills transfer.

TO BE CAREFUL OF:

Submitted material (supporting documents containing the CV and the project/work plan) should therefore contain information that enables evaluation against the defined criteria and aspects described above.

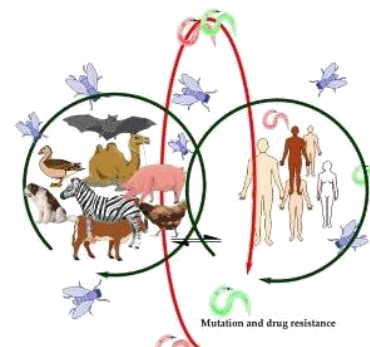
Additional criteria applied:

- ✓ **Priority given to the proposals submitted by Young Researcher and Innovators.**

This additional criterion will be applied as part of the evaluation by scores given to the Researcher (criterion III) without an influence on scoring against other criteria

- ✓ **Priority given to the proposals involving ITC or Africa countries** (among Cameroon, Togo and Gabon (IPC)).

This additional criterion will be applied as part of the evaluation by scores given to the Researcher (criterion III) without an influence on scoring against other criteria.



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✓ **Geographical and gender balance issues will be taken into consideration**

If more than one proposal comes from the same country, all of them will be evaluated (scored) and included in the final rank list. However, if the budget for the call does not allow all submitted proposals to be granted, geographical balance will be obtained by selecting one proposal from each country with the highest final score.

Gender and geographical balance will be evaluated periodically (at the end of each granting period) and if appropriate should be considered for the following calls.

The STSM coordinator then summarize the votes. An excellent application will have an average 20 points score.

Proposals which score below 10 score points cannot be funded without resubmission in the next call for proposals. The STSM Coordinator will notify the Applicant of this decision.

If there are more fundable proposals than available funding, the STSM Coordinator will prepare a **priority list ensuring a balance between WGs, and taking into account the priority given by the MC: gender balance and promotion of proposals from Young Researcher and Innovator and ITC. Applications that exceed current funds are moved to a waiting list. In addition, they will be considered for the next funding period** (treated as new applications with the same score, unless the proposal is resubmitted). In the case that a WG has received more funding (nominal value) than others, it will be considered for the next calls.

The preliminary decision will be sent by the STSM coordinator to the Chair/Vice-Chair for final acceptance. Then, the STSM coordinator will inform the GH. All Applicants will be notified 3 to 4 weeks after the deadline of proposal submission (Grant letter) by the GH. The Grantee accepts the grant by sending back a signed version of the grant letter to the Grant Holder Manager and to Prof. Maria Paola Costi (OneHealthdrugs Action chair).

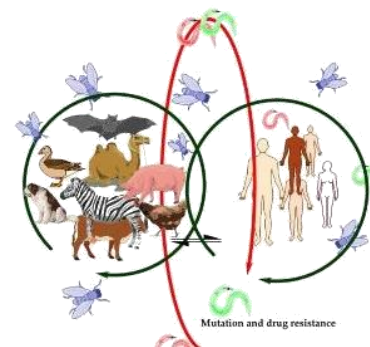
Applications for STSMs must follow the pre-defined deadlines.

OneHealthdrugs STSM Application Deadlines: STSM CALL of the 1st period: March 1st 2023.

DOCUMENTS TO BE SUBMITTED AFTER THE STSM IS COMPLETED

One day and 15 days after the end of the STSM, the grantee receives a reminder to upload the **scientific report and the host approval of the report. The deadline to submit the last supporting documents is 30 days from the end of the STSM on the eCOST portal - <https://e-services.cost.eu/activity/grants>. This is mandatory.** Late submission, beyond the deadline, can lead to the cancellation of the Grant and, in cases when a pre-payment was done, the obligatory reimbursement by the grantee of the amount received.

A scientific report template is available in the e-COST platform. The STSM grantee must complete this template and save it in pdf before uploading it in the e-COST portal (<https://e-services.cost.eu/activity/grants>).



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Note

The scientific report file should be renamed using the following format:
[Report-COST-STSM-CA21111-OneHealthdrugs FirstName LastName.pdf](#)

The grantee is also responsible for acquiring a host approval of the report (official acceptance letter or Email confirmation of acceptance from a senior Researcher affiliated to the Host institution formally accepting the scientific report). This formal acceptance of the scientific report has to be uploaded in the e-COST portal (<https://e-services.cost.eu/stsm>) and sent as well to the Action Chair (mariapaola.costi@unimore.it) and the STSM coordinator (elisabeth.davioud@unistra.fr) and the Grant Awarding team members for archiving purposes.

Note

The Host Acceptance file should be renamed using the following format:
[Host Acceptance-COST-STSM-CA21111-OneHealthdrugs FirstName LastName.pdf](#)

The grantee is also asked to fill and send by Email to the STSM coordinators (elisabeth.davioud@unistra.fr and the Grant Awarding team members) an STSM outcome (see Template 2 in this document) as a doc file.

Note

The STSM outcome file should be renamed using the following format:
[Outcome-COST-STSM-CA21111-OneHealthdrugs FirstName LastName.doc](#)

The STSM coordinators have to verify the validity of the report (completeness of the information and files and good quality scientific report). The STSM coordinators refer to the WG leaders in case they do not possess the appropriate expertise to evaluate the report. In case of the Applicant fails to provide the requested documents, the report might be rejected. To sum up, the following documents are mandatory required:

1. The STSM scientific report.
2. A signed confirmation letter from the Host Institution, stating the successful execution of the STSM (free format either as an official acceptance letter or an Email confirmation of acceptance from a senior Researcher).
3. The STSM outcome form.

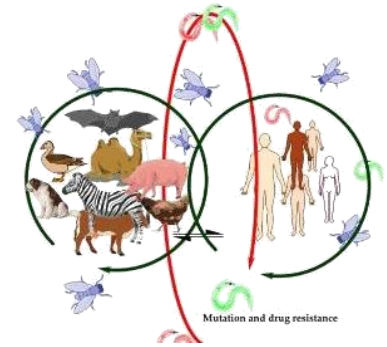
**Report Submission deadline
within 30 days after completion of the mission**

Please note that successful Applicants will be invited to prepare, in the month following the completion of the STSM, a short cover story (with photos preferably) for dissemination (including the COST Action Website). This short cover story has to be sent to the Dissemination Group (alfonsog@ut.ee) and the Transfer of Knowledge Group (clara.lima@ibmc.up.pt) of the OneHealthdrugs COST Action.

NOTICE OF COMPLETION

The STSM coordinator and the Grant Awarding team members are notified when the Applicant submitted the scientific report and host approval and have to verify the validity of the report. **If the report is rejected, the STSM coordinator must provide a justification to guide the STSM grantee in her/his resubmission.**

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If the STSM coordinator approves the report, a "notice of completion" of the STSM, together with the short scientific report is sent to the Grant Holder. The Grant Holder will then execute the payment of the fixed grant directly to the grantee or the host institute, as requested in the application.

ACKNOWLEDGMENTS

Finally, if the results from a STSM visit are publishable in a journal, please add the following acknowledgement in your manuscript:

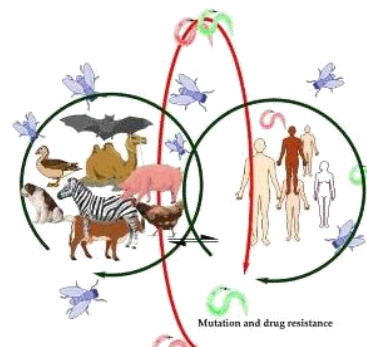
Part of this work was supported by the COST Action CA21111 "OneHealth*drugs*: One Health drugs against parasitic vector borne diseases in Europe and beyond".

FURTHER INFORMATION ABOUT STSM APPLICATIONS

Questions may be sent to the STSM coordinator and/or co-coordinator

Dr. Elisabeth Davioud-Charvet: elisabeth.davioud@unistra.fr

Dr. Stéphanie Blandin: sblandin@unistra.fr



TEMPLATE 1

Use Institutional letterhead

Expression of intention to host

a Short-Term Scientific Mission

To the Grant Holder of the COST Action CA21111 – OneHealthdrugs

Place, date: _____

STSM Applicant (first name and last name): _____

Home Institution: _____

Host Institution: _____

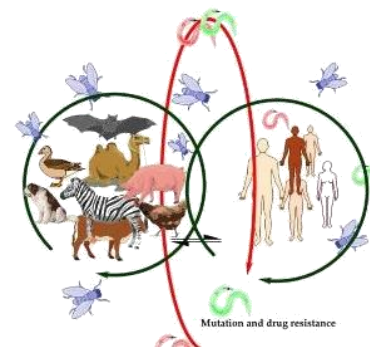
I hereby inform that we welcome the visit that Mr/Ms/Dr _____ plans to perform in our lab at _____ in _____ (month) _____ (year), within the framework of the OneHealthdrugs Short-Term Scientific Mission (STSM) programme.

The STSM will be scientifically based on the work plan described by Mr/Ms/Dr _____ in the STSM Application. The STSM will have a mutual benefit for the Applicant and our group, in consideration of both the specific activities to be performed and the expected strengthening of cooperation between the Home and Host institutions.

Yours sincerely,

First name and last name: _____

Signature: _____



TEMPLATE 2

STSM outcome form

STSM application number	Home institution & country	Host institution & country	OneHealthdrugs WG	Objective of the collaboration	Results of the collaboration and related GAPG
COST-STSM-CA21111			WG n°X		

Notes:

- **OneHealthdrugs WG:** please write the number of the WG within which the cooperation is meant to be established.
- **Objective of the collaboration:** you can report even the STSM title and maybe expand it a little bit to make it clearer, if necessary.
- **Results of the collaboration:** please write a very concise synthesis. We need just a few lines that convey the essence of the outcomes. You can write one or two sentences (no more), or make a list of key outcomes (just a few words for each item). Be aware that this information is meant to be presented as a record of a big table for the whole STSM programme: we don't need extended descriptions (as they are already reported in your STSM scientific report). GAPG = Grant Agreement Period Goals