Short-Term Scientific Mission Grant

* APPLICATION FORM[[1]](#footnote-1) -

Action number:

Applicant name:

Date of birth:

Date of PhD defence:

Gender:

Home institution:

Home institution country:

Host Institution:

Host institution country:

Have you previously enjoyed a STSM grant funded by OPERA (YES/NO)?:

OPERA WGs within which the cooperation is meant to be established:

Keywords (for evaluation process):

|  |
| --- |
| **Details of the STSM**  Title:  Start and end date: DD/MM/YYYY to DD/MM/YYYY |
| **Travel and budget plans**  *(i) The STSM grant will only cover the daily expenses for the actual mission dates and the day immediately before (after) the mission in case of traveling that day, and (ii) weekend days must be minimized during the STSM period.*   * **Travel plan**   Dates of the STSM:  Arrival date:  Leaving date:  Total number of days (including the traveling days):  Justification of the dates (to fill in if considered necessary due to, for example, traveling on weekends):   * **Budget plan**   Requested amount for traveling:  Requested amount for accommodation and meals:  Requested amount for others (it must be justified below):  Total amount requested for STSM:  Percentage of the granted budget requested in advance (up to 50%):  Justification of the requested budget: |
| **Goals of the STSM**  Purpose and summary of the STSM. |
| *(max.200 word)*  Applicant enters max. 200 word summary here. |
| **Working Plan**  Description of the work to be carried out by the applicant. |
| *(max.2 pages)*  Applicant enters max. 2 pages here |
| **Expected outputs and contribution to the Action MoU objectives and deliverables.**  Main expected results and their contribution to the progress towards the Action objectives (either research coordination and/or capacity building objectives) and deliverables.  *(max.500 words)*  Applicant enters max. 500 word summary here. |

**By submitting this application, I am aware of that in case of granted:**

**(1)** **After the STSM, the STSM grantee must submit the required documents in** [***e-COST***](https://www.cost.eu) **within 30 days after the end date of the activity or 15 days after the end of the Grant Period, whichever date comes first.**

* The STSM grantee submits the required report to the Action MC on the work developed, main achievements of the STSM and planned future follow up activities.
* The STSM grantee submits the relevant documentation in [*e-COST*](https://www.cost.eu/) and claims the payment of the grant via [*e-COST*](https://www.cost.eu).

**(2) The** **STSM grantee undertakes to participate, in person or virtually, to a Workshop meeting of the OPERA COST Action** to share his/her experiences and research results.

**(3)** **The STSM grantee must acknowledge the financial support received by the action** when presenting results obtained during the STSM in publications and conferences. The following statement should be added in the acknowledgement section of publications and conference proceedings: “*We acknowledge the financial support provided by the European COST Action OPERA (CA-20116) through the short-term scientific missions program*”. At presentations, also the following logo should be included to acknowledge the action financial support:

A black and white logo

Description automatically generated

(this logo can be downloaded from OPERA’s website: <https://cost-opera.eu/>)

**(4)** The STSM grantee **undertakes to inform the COST action OPERA when publishing results related to the work performed during the STSM.** The corresponding publication or conference proceeding should be sent by e-mail to the OPERA STSM core-group ([opera-coregroup@c2n.upsaclay.fr](mailto:opera-coregroup@c2n.upsaclay.fr)) indicating in the subject “publication funded by OPERA STSM program”.

**(5)** **The STSM grantee is strongly encouraged to submit a short video** (<5 min) summarizing the work done during the STSM. This video will be published at the OPERA’s website.

1. This form is part of the application for a grant to visit a host organisation located in a different country than the country of affiliation. It is submitted to the COST Action MC via-e-COST. The Grant Awarding Coordinator coordinates the evaluation on behalf of the Action MC and informs the Grant Holder of the result of the evaluation for issuing the Grant Letter. [↑](#footnote-ref-1)