



COST Action ISI120: Appearance Matters: Tackling the Physical & Psychological Consequences of Dissatisfaction with Appearance

A CALL FOR OFFERS TO HOST A SHORT TERM SCIENTIFIC MISSION VISIT

Are you able to offer an exciting opportunity for a postgraduate, researcher or employee from another institution involved in the Appearance Matters COST Action to visit your institution as part of the Action's Short Term Scientific Missions programme?

What is a Short Term Scientific Mission?

Short Term Scientific Missions (STSMs) are an important aspect of the Appearance Matters COST Action. According to the COST Vademecum (V28/06/2013), they are

“aimed at supporting individual mobility and at strengthening the existing networks and fostering collaborations by allowing scientists to visit an institution or laboratory A STSM should specifically contribute to the scientific objectives of the COST Action, while at the same time allowing applicants to learn new techniques or gain access to specific instruments and/or methods not available in their own institutions”

Length of STSM visits and financial support:

STSMs can last from 1 week (5 working days) up to a maximum of 3 months (90 days). In some circumstances a longer STSM might be agreed, according to specific COST regulations. The financial support for a successful applicant is a contribution to the costs incurred in completing the STSM and may not necessarily cover all the costs in each case.

There is no financial contribution available for the host institution.

Who is eligible to offer to host an STSM?

An institution or laboratory in another Participating COST Country or an approved NNC institution or an approved IPC institution can offer to host an STSM. Please see the COST Vademecum (V28/06/2013) for details of what constitutes a Participating COST country, an approved NNC institution or an approved IPC institution.

An STSM may only be approved:

- from an applicant's 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.
- from a formally approved home institution in a Near Neighbour country to a host institution in a COST participating country.

Who is eligible to apply to go on an STSM visit?

STSM applicants must be engaged in a research programme as a postgraduate student or postdoctoral fellow, or be employed by or officially affiliated to an institution or legal entity. This institution is considered as the Home institution. Institutions may be public or private entities.

How many STSMs are available in the Appearance Matters COST Action?

The Appearance Matters COST Action agreed to arrange 20 STSMs in the full four-year period. Specifically, it is planned that there will be 4 in year 1 (until 31/5/2014), 6 in year 2 and year 3, and 4 in year 4. STSMs are intended to be an instrument to foster collaboration amongst the partners involved in our COST Action. Therefore, all members in the participating institutions are strongly encouraged to offer to host STSMs. We are keen for the STSMs that are hosted as part of this COST Action to represent all the working groups in the Action, and are provided by a range of host institutions in different geographical locations.

When & how can STSMs be offered?

A call is currently being made for researchers/practitioners wanting to apply for an STSM in year 1 of the Appearance Matters COST Action (to 31/5/14). The deadlines for applications to go on an STSM in year 1 are 25th October 2013 and 16th January 2014. Applicants will need to know where STSMs are being offered, in order that they can apply within the set deadlines. We therefore encourage all members of the Action to consider, as soon as

possible, the STSMs they will be able to offer in year 1 and to also consider the STSMs they will offer in years 2-4.

Please contact the STSM co-ordinator (contact details below) as early as possible with details of STSMs that you are offering to host.

The STSM co-ordinator will keep details of the proposed STSMs and make these available to potential applicants. Alternatively, potential hosts and applicants can contact one another directly to discuss applying for an STSM.

Applicants wishing to go on a STSM are responsible for obtaining the agreement of the potential host institution, before submitting their application. After providing the information via the on-line registration tool (see <https://e-services.cost.eu/w3/index.php?id=91>), the Applicant will be issued a formal STSM application. They must download this and send it electronically together with any necessary document which they may regard as helpful in supporting the application at the evaluation process (such as CV, full workplan, list of publications, motivation letter, letter of support from the home institute etc.) to:

- the future Host institution of the STSM;
- the STSM coordinator for this Action (Diana2.Harcourt@uwe.ac.uk).

Who decides which applications will be supported?

The Management Committee of our Action will be asked to delegate responsibility for the review of STSMs to the Core Group. After the deadline, the Core Group will review the applications and rank them if necessary, according to the following criteria:

- Fit with the COST Action's themes
- Research stage of the applicant, in order of decreasing priority:
 - Early Stage Researchers (ESRs) who are close to the cut-off point for ESR's used by COST (PhD+8 years) and practitioners wishing to undertake research
 - Other ESRs and practitioners
 - Others
- Fair distribution across the 5 Appearance Matters working groups, gender and geographical areas represented in the Action.

If the application is successful, what happens next?

The STSM coordinator will inform the Management Committee Chair of the result. Successful applicants will receive a Grant letter, confirming approval and indicating the level of the financial grant given. The successful Host will also be informed of the successful application.

Within 30 days after the end of the STSM, grantees are required to submit a short scientific report of not more than 2000 words and following COST guidelines (see COST Vademecum V28/06/2013) to the Host institution and the STSM coordinator. The grant will only be paid when the scientific report has been received and approved by the STSM co-ordinator and the MC Chair.

For further information:

Please see the COST Vademecum (V28/06/2013) or contact the STSM co-ordinator, Diana2.Harcourt@uwe.ac.uk, for any further queries about hosting an STSM.