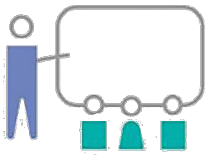
COST Action SAGA — The Soil Science & Archaeo-Geophysics Alliance (CA17131)



First Call for ITC Conference Grants

- *This is a call for applications for ITC Conference Grants in the framework of the COST Action SAGA — The Soil Science & Archaeo-Geophysics Alliance (CA17131), Grant Period 1*
- *Deadline for applications: February 1, 2019*
- *Conference dates: must take place before April 20, 2019*
- *After the conference: submit report and relevant documentation within 30 days of end of conference and before April 30, 2019 (whichever takes place earlier)*

1. OBJECTIVE OF ITC CONFERENCE GRANTS

Conference Grants are aimed at supporting PhD students and Early Career Investigators (ECI, up to 8 years after PhD) from participating Inclusiveness Target Countries (ITC) to attend international science and technology related conferences not specifically organised by the COST Action.

2. ELIGIBILITY CRITERIA

- Applicants must be a PhD student or an ECI with a primary affiliation in an institution located in a COST Action SAGA participating ITC: https://www.cost.eu/actions/CA17131/#tabs|Name:parties.
- Applicants must make an oral/poster presentation at the conference in question and be listed in the official event/conference programme.
- The main subject of the presentation must be on a topic relevant to COST Action SAGA (https://www.cost.eu/actions/CA17131/#tabs|Name:overview).
- COST Action SAGA (CA17131) should be acknowledged both in the book of abstracts and in the oral/poster presentation following COST guidelines (Section 10 of the COST Vademecum: https://www.cost.eu/wp-content/uploads/2018/10/20180501-Vademecum2.pdf).
- The participation must be pre-approved by the Action MC (i.e. the Grant is for future conferences and not for conferences which have already taken place).

3. SELECTION OF APPLICANTS

The evaluation of applications will be performed by the COST Action SAGA Core Group and the final selection of candidates voted by the MC. The selection of applicants is based on the following criteria:

- The scientific scope of the conference contribution must clearly complement the overall objectives of COST Action SAGA.

- Oral contributions will be given priority over poster contributions.
- European conferences are preferred, although conferences held elsewhere can be considered

4. FINANCIAL SUPPORT

The financial support on offer is a fixed financial contribution to the overall expenses incurred during the participation in a given conference and may not necessarily cover all of the associated expenses. It takes into consideration the budget request of the applicant and the outcome of the evaluation of the application. The following funding conditions apply and must be respected:

- **Up to a max of EUR 2500 in total can be afforded to each successful applicant**, including:
  - Up to a max of EUR 160 per day afforded for accommodation and meal expenses
  - Up to a max of EUR 500 for the conference fees

In addition, when meal and accommodation expenses are supported by the hosting institution as part of the provisions offered in their conference package, the amount for subsistence afforded to each eligible participant must be deducted from the Grant. Documentary evidence of the conference fee amount must be provided by the applicant.

5. HOW TO APPLY

- Register for an e-COST profile at https://e-services.cost.eu/user/registration/register
- If applicant is not a COST Action SAGA participant yet, send an explanatory email requesting to become participant to Action Chair (Dr Carmen Cuenca-Garcia, carmen.cuenca-garcia@ntnu.no).
- Follow the steps in e-COST for ITC Conference Grant application, which includes the submission of:
  - CV (max 2 pages)
  - Abstract of the conference contribution
  - Letter/mail of abstract acceptance
  - Short description of involvement in the Action. This document should include:
    - the applicant's involvement in the Action
    - how the topic of the abstract is related with the Action
    - link to the general website of the conference
    - link to the scientific program of the conference
    - link to the registration page where the fees are detailed

6. DURING THE CONFERENCE

Take pictures and send them to:

- Action Chair (Dr Carmen Cuenca-Garcia, carmen.cuenca-garcia@ntnu.no)

- Dissemination Coordinator (Dr Aganese Kukela, agnese.kukela@gmail.com)

Grantees are encouraged to tweet from their own account during the conference, mentioning **#SAGA_COST** and **@COSTprogramme**, and using **#ITCConferenceGrants** and any other relevant hashtag.

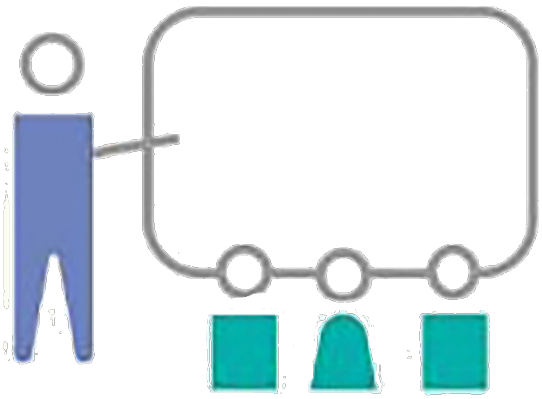
7. AFTER THE CONFERENCE

The Grantee must submit a scientific report through e-COST and send it by email to the Action Chair (Dr Carmen Cuenca-Garcia, carmen.cuenca-garcia@ntnu.no) and Vice-Chair (Dr Apostolos Sarris, asaris@ret.forthnet.gr) within 30 calendar days from the end date of the conference in question, and before April 30, 2019, whichever takes place earlier.

A template for the scientific report can be found in e-COST. The scientific report should include any relevant discussion or feedback for the talk given by the Grantee, information on relevant talks attended at the conference and interesting discussions. Pictures can be included. Length should be max 2 pages.

The Grantee must submit documentary evidence of the paid conference fee to the Grant Holder Manager (Dr Ingrid Salvesen, ingrid.salvesen@ntnu.no) along with any other relevant administrative documents. **Payment of the Grant is subject to the submitted scientific report being approved by the Action Chair and Vice-Chair**. Written approval of the submitted scientific report must be sent to the Grant Holder for archiving purposes.

Successful applicants will be asked to submit a brief summary of the ITC Conference Grant outputs for the Action's website describing the scientific report which will also be made available online.

8. LINKS TO KEY WEBPAGES & DOCUMENTS

- Website: https://www.cost.eu/actions/CA17131/#tabs|Name:overview
- MoU (COST Action SAGA): https://www.cost.eu/actions/CA17131/#downloads
- COST Vademecum (latest version May 2018, see Section 9 & 10: https://www.cost.eu/wp-content/uploads/2018/08/COSTVademecum.pdf
- Create e-COST profile: https://e-services.cost.eu/user/registration/register
- Online application form: https://e-services.cost.eu/conferencegrant (this requires of an e-COST profile)