

Brussels, 27 November 2008

Invitation to Participate in an exciting COST Outreach Activity for Early Stage Researchers

Dear COST Action Chairs,

We are writing to invite you to participate in one of COST's outreach activities for 2009.

The COST Office has made additional funding available for the organisation of up to 20 Training Schools targeting Early Stage Researchers to be organised in early Spring 2009.

As you know from the COST Vademecum, Training Schools aim to provide dissemination of Action activities or intensive training on a new emerging subject. Since these additional training schools are part of the COST Outreach Strategy, funds will be allocated through a competitive proposal procedure and the selected Training Schools will be asked to contribute to COST PR activities.

If your Action is interested in organising such a dynamic Training School including Early Stage Researchers (ESR) and experienced researchers, you are kindly invited to submit an **Expression of Interest** to events@cost.esf.org by **Monday 12 January 2009**. The total cost of each Training School should normally not exceed EUR 50 000.

The Expression of Interest (max. 1.5 pages) should contain the following information:

- contact details of the applicant and COST Action involvement
- an outline of the training school including a description of the societal impact of the training topic, bearing in mind that interdisciplinary topics (covering various Actions or Domains) will be encouraged. The outline should include practical details such as an indication of the date and the location.
- a description of the benefits expected for the ESR
- total number of ESR expected to attend as well as a preliminary list of participants and lecturers (name, e-mail address, COST Action number, role in COST Action)
- A commitment to actively contribute to the PR activities for this initiative which will be organised by the COST Office as well as the commitment to produce Training School reports. Examples of COST Office activities are the involvement of journalists to attend or participate in the Training Schools or the production of success stories. More details will be provided to selected expressions of interest at a later stage.

The COST Office will then assess how the proposed training school, particularly the interaction with Early Stage Researchers, impacts the Action's Scientific Outcome; how the training fosters scientific communication within the Action and beyond and how the Action plans to communicate the results from the training schools and the experiences gained afterwards. For the entire set of training schools, criteria such as gender balance; geographic

distribution and potential integration in other COST Activities (e.g. COST Events) will be considered as well.

Please consider the following practical information:

- The COST Action is expected to follow-up on practical arrangements once selected based on instructions received from the COST Office. The COST Office does not provide any logistical support. The COST Office intends to assess Expressions of Interest by 26 January 2009. Selected expressions of interest will be notified that week.
- Once the Expression of Interest is selected, the Action is expected to organise the Training School in line with Chapter 4 of the [COST Vademecum](#) available on the COST Website with the exception of the paragraphs below which contain minor deviations for this unique activity.
 - o Section 4.3 Eligible Costs: Individual grants for trainers and trainees will only follow the normal COST reimbursement rules (See Chapter 1 Travel and Subsistence of the Vademecum for more information)
 - o For Section 4.4.1 Local Organiser: "A scientific report will be requested after completion of the Training school" see also "commitment to PR Activities" above.
- Actions are encouraged to start the logistical and budgetary arrangements prior to the potential approval of the Expression of Intent. The budgetary arrangements including reimbursements should normally not exceed EUR 50 000.
- The training school is envisaged to take place from March to May 2009 since the documentation for payment and reimbursement must reach the COST Office no later than Monday 30 June 2009. Documentation or invoices received after this date may lead to none payment or reimbursement.

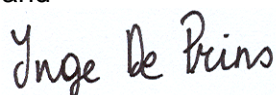
We hope that this initiative is of interest to you. Please do not hesitate to contact Inge De Prins if you have any further questions.

With kind regards,



Dr. Martin Grabert
Director COST Office

and



Inge De Prins
Public Relations and Communications Manager
Tel: +32 (0) 2 533 38 03