

## **COST Action D43: Short Term Scientific Mission (STSM) – Pre-Assessment**

1. Minimum 6 weeks prior to the planned STSM, The applicant sends a short email to the Coordinator of the respective Workgroup of Action D43 (see the next page), with attached CV (incl. Publication List). Copies of this email are sent to the STSM coordinator and the MC Chair. The form of this email (10-20 lines) can be:

Subject: STSM Application, COST D43

Herewith I would like to apply for a short-term scientific mission (STSM) within the Workgroup No... of the COST Action D43, during the period dd/mm/yyyy –dd/mm/yyyy.

My plan is ... (briefly describe the objectives of the proposed STSM)

My preliminary budget request is a total of ... Euro. Thereby, ... Euro is reserved for travel, and ... Euro for subsistence (accommodation/meals).

2. The Workgroup Coordinator confirms that the WG supports the STSM by email to the applicant, with copies to the STMS coordinator, and the MC Chair.

3. After eventual consultations with the MC Chair, workgroup coordinators and/or external reviewers, the STSM Coordinator recommends acceptance / rejection / modification of the STMS and informs the applicant by email/fax normally within 2 weeks after receipt. The decision criteria are scientific quality of the candidate, the participating laboratories; benefits to the mission of the Action; balanced distribution between workgroups and geographic regions, and budget available.

4. In case of recommendation to accept by the STMS coordinator, the applicant will be informed about the next steps of the procedure. In case of rejection or request of modification, the applicant must start with the normal pre-assessment step 1 again. Note that the final decision concerning an STSM is made by the COST office based on recommendation of the STSM coordinator.

### **Further Information for STSM Applicants**

**Objectives.** The aim of an STSM is to contribute to the scientific objectives of the COST Action D43. These missions or exchange visits are aimed at strengthening the existing networks by allowing scientists from Action workgroup teams to visit teams within the same workgroup or another workgroups within the Action. Visits of groups outside the Action is possible if particularly well motivated, but will remain an exception. The purpose is to foster collaboration, to learn a new technique or to take measurements using instruments and/or methods not available in their own institution. They are particularly intended for young scientists (PhD students, postdocs). STSMs may also be used to reimburse students attending COST training schools.

**Duration.** Short-Term Scientific Missions, are minimum 5 working days, maximum 3 months, within the time frame of the operation identified in the proposal and within the period of the respective COST Action.

**Finance.** The financial support is a contribution to the costs of a STSM and may not necessarily cover all the costs in each case. The grant should normally cover only travel and subsistence. 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 committee. An amount of 60 to 90 € for the daily allowance in particular for longer stays and 300 € for the travel is recommended. The total contribution to an STSM by COST cannot exceed 2500 € For one-month stay, a budget ≤ 2000 € is recommended. Exceptionally, an advance payment may be made, but requires additional justification.

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**Workgroup 1: *Analytical methods and their standardization***

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**Workgroup 2: *Synthesis and availability of reference materials***

**Coordinator:** Dr. Ceco Dushkin  
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**Workgroup 3: *Responsive soft-materials through self-assembly***

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**Workgroup 4: *Nanostructured and bio-inspired materials***

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**Workgroup 5: *Active and functional interfaces***

**Coordinator:** Prof. Zbigniew Adamczyk  
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**Workgroup 6: *Soft nanoscale devices and machines***

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