

COST Action FA1404

*Improving current understanding and research for sustainable control of the poultry red mite
Dermanyssus gallinae (COREMI)*

SHORT TERM SCIENTIFIC MISSION (STSM)



PERIOD: MAY 2017 – APRIL 2018

RULES TO BE STRICTLY OBSERVED BY THE APPLICANT

PLEASE READ CAREFULLY BEFORE APPLYING

BEFORE APPLICATION:

THE APPLICANT:

- PhD Student
- Postdoctoral fellow
- Employed by/affiliated to an Institution or legal entity
- From the COREMI countries listed at: http://www.cost.eu/COST_Actions/fa/FA1404?management (from the same or different Institutions listed).

HOME & HOST INSTITUTION:

- COREMI Countries listed at http://www.cost.eu/COST_Actions/fa/FA1404?management
- No application will be accepted within the same COST country

DURATION:

- From a minimum one week (5 working days) to maximum 3 months.

FINANCIAL SUPPORT:

Except for “special needs” (disabilities, pregnancy, etc.) this will be as follows:

- **The grant will NOT cover all expenses; it is intended only as a contribution to the travel and living costs of the participant.**
- Based on individual merits and value for money
- From 60 to maximum 160 EUR for accommodation and food per day (except travel expenses), calculated according to the cost of living in each country
- A maximum of EUR 500 for travel expenses
- A maximum total of EUR 2,500 per grantee

APPLICATION PROCEDURE:

STEP 1: The applicant must register online through this link:

<https://e-services.cost.eu/w3/index.php?id=91>

The applicant must provide the following information online:

- ✓ Applicant data: name, work place, address etc.
- ✓ Planned dates and duration of the STSM

- ✓ Information about the proposed STSM: title, short description etc.
- ✓ A short CV
- ✓ A requested budget
- ✓ Bank details (name and codes)

N.B. The Applicant is responsible for obtaining the agreement of the host Institution before submitting an application.

STEP 2: Send an e-mail to the STSM coordinators: Annunziata Giangaspero (annunziata.giangaspero@unifg.it), José de La Fuente (jose.delafuente@yahoo.com), and in CC to COST COREMI Chair: Olivier Sparagano (Ab8677@coventry.ac.uk) with the following documents:

- 1) **Cover letter** (clearly indicate the topic most relevant to the application and defined within each of the 4 working groups of the Action);
- 2) **CV** with List of Publications
- 3) **Copy of the "COST STSM Application form"** submitted online
- 4) Letter of **acceptance from the Host Institution**, signed by the Head of the Institution
- 5) Letter of **support from the Home Institution**, signed by the Head of the Institution
- 6) **Workplan*** of the proposed visit (in pdf format); maximum 2 x A4 pages

*The workplan has to be organized as follows:

Applicant: Name and Surname; Affiliation

Host: Institution, with Name and Surname of Tutor

Collaboration with other scientists (Institution, Country, Name and Surname) from a third COREMI country to act as adviser to the project.

Period of stay: From..... (date) to..... (date) and Year

***WORKPLAN:**

Title (*title of the research in collaboration with the Host*):

Introduction: Brief background and outline of the research in collaboration (**it should be clearly stated that the STSM is within the framework of an ongoing project in collaboration with the Host Institution and at least one other country**)

Aim/s of the STSM: specific aims for the applicant within the research in collaboration

Activities during STSM: short description of the activities in the host lab/field.

Continuation of the research: short description of the activities which will be carried out after the STSM

References: list the main refs.

AFTER STSM

FINAL REPORT:

To submit within 15 days from the end of the STSM, as follows:

- Description of the work performed during the STSM
- Description of the main results
- Short conclusion
- Future collaboration with the Host Institution and the other collaborating country/ies
- Foreseen publications (if applicable)
- Confirmation by the host institute of the successful completion of the STSM (in a separate email)
- Additional comments (if any)

NB:

- **After completion of the STSM, successful applicants are invited to prepare a short account (preferably including photos) of their research experience for the Action Website.**

- **Applicants may be invited by the COST Core Group to present their research results as an Oral Communication or Poster at a COST Conference.**

NOTICE OF COMPLETION:

The STSM coordinator will approve the final report, and will send a "notice of completion" of the STSM

together with the short scientific report to the Grant Holder for reimbursement.

ACKNOWLEDGMENTS (in papers)

If a publication in collaboration is produced after an STSM visit, the following acknowledgement should be added:

“This article is based upon work from COST Action FA1404 “Improving current understanding and research for sustainable control of the poultry red mite Dermanyssus gallinae (COREMI)”, supported by COST (European Cooperation in Science and Technology)”.

NB:

- **PLEASE REMEMBER THAT COST ADMINISTRATION WILL ACCEPT ONLY PAPERS INVOLVING AT LEAST 3 OR MORE COREMI COUNTRIES**
- **PAPERS COMING OUT OF ANY COREMI COUNTRY SHOULD ACKNOWLEDGE (IF LEGITIMATE) THE COST ASSOCIATION SUPPORT**
- **SCIENTISTS MUST SEND A COPY TO ANY PUBLICATION PRODUCED IN THE FRAMEWORK OF A STSM TO THE STSM COORDINATORS FOR THE COREMI DATABASE.**

SELECTION CRITERIA FOR STSM APPLICATIONS:

- **APPLICANTS/HOSTS FROM COUNTRIES LISTED ON [HTTP://WWW.COST.EU/COST_ACTIONS/FA/ACTIONS/FA1404](http://www.cost.eu/cost_actions/fa/actions/fa1404)**
- **ONLY APPLICANTS WHO FOLLOW THE APPLICATION PROCEDURES AND REGULATIONS**
- **APPLICATIONS AND HOSTS FROM THE FOLLOWING COUNTRIES ARE PARTICULARLY WELCOME**

Bosnia and Herzegovina	Latvia	Slovakia
Croatia	Poland	Turkey
Czech Republic	Portugal	Albania (NNC)
FYR Macedonia	Romania	
	Serbia	

- **HOSTS WHO ACCEPT THE SAME APPLICANTS NO MORE THAN ONCE**
- **APPLICANTS WHOSE PROJECT INCLUDES AT LEAST ONE OTHER COUNTRY IN ADDITION TO THE HOST INSTITUTION**
- **ONLY APPLICANTS WHO SUBMIT THEIR DOCS TO THE COORDINATORS AT LEAST 1 MONTH BEFORE THE PROPOSED STSM STARTING DATE**
- **ONLY APPLICANTS WHO SUBMIT THE FINAL REPORT TO THE COORDINATORS WITHIN 15 DAYS FROM THE END OF STSM.**

FOR MORE INFO ABOUT STSM: [WWW.COREMI.COM](http://www.coremi.com)

THANK YOU FOR YOUR ATTENTION
Annunziata Giangaspero, José De La Fuente and Olivier Sparagano