



Cost Action FP1301 - EuroCoppice

2nd Call for STSM

Short Term Scientific Missions

Are you interested in silviculture or harvesting of traditional or short rotation coppice?

Do you want to learn more about other research institutes, countries or cultures?

Are you ready to extend your professional network?

Are you a PhD Student or postdoctoral fellow or are you employed by, or affiliated to, an Institution or legal entity which is performing scientific research?

If your answers to the above questions are positive, then a Short Term Scientific Mission is right for you! Choose from 30 European Countries for a unique chance to learn something new, study a novel method or apply your knowledge in a different working environment.

All this is possible through:

Cost action FP1301

“Innovative management and multifunctional utilization of traditional coppice forests - an answer to future ecological, economic and social challenges in the European forestry sector (EuroCoppice)”

Contact:
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The aim of a STSM as defined by [COST guidelines](#) is to contribute to the scientific objectives of a COST Action. These Missions aim at strengthening the COST Actions by allowing scientists to go to an institution or laboratory in another country to foster collaboration, to learn new techniques or to take measurements using instruments and/or methods not available in their own institution/laboratory. They are particularly intended for young scientists.

All you need to know

The applicant:

The applicant shall be engaged in a programme of research as a PhD Student or postdoctoral fellow or be employed by, or affiliated to, an Institution or legal entity which is performing scientific research in a COST Country having accepted the MoU of this action.

Home institution	Host Institution
From a Participating COST Country	To another Participating COST Country
	To an approved NNC institution
	To an approved IPC institution
	To an approved EC / EU Agency / an approved European RTD Organisation or an approved International Organisation
From an approved NNC institution	To a Participating COST Country
From an approved European RTD Organisation	

Duration:

Minimum one week (five working days) – Maximum 3 months.

For Early Career Investigators (less than PhD + 8 years), the management committee may approve an extension to a duration beyond 3 months, but normally not more than 6 months in total.

The STSMs must take place between December, 2014 and November, 2015





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Participating Countries:

More information about participating countries and institutions can be found at http://www.cost.eu/domains_actions/fps/Actions/FP1301

Financial support:

The financial support is a contribution to the cost of an STSM and may not necessarily cover all the costs in each case. The grant should normally cover travel and subsistence.

A STSM grant is a fixed contribution based on the budget requested by the applicant and the evaluation of the application. An amount of €60 to €90 for the daily allowance in particular for longer stays and €300 for travel is recommended but not obligatory.

The total of an STSM shall not exceed €2 500.

A detailed budget should be included in the application and should include eventual other sources of financial supports.

In any case the cost associated with the STSM must not exceed the limits set in the rules for reimbursement by COST of expenses eligible for reimbursement.

You can download the [STSM guidelines](#) and procedures from the following link: <http://www.cost.eu/download/COSTVademecum>

The financial support will be paid after the completion of the STSM and after a report on the STSM has been approved by the STSM coordinator or vice coordinator. The report must be signed by the host institute.





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How to submit an STSM Application:

The applicant must use the on-line registration tool to register their request for an STSM (Please follow this link to [apply for a Short-term scientific mission](https://e-services.cost.eu/stsm) - <https://e-services.cost.eu/stsm>).

After on-line registration the following information must be sent to the STSM coordinator of this COST Action:

- a copy of the on-line registration
- a CV of the applicant
- a workplan for the STSM specifying the aim of the STSM, why a financial support is needed, what are the benefits to applicant and to host institution
- a motivation letter with a detailed explanation about how the STSM will contribute to the Action aims
- a time plan for the STSM, with duration and start and finish date
- a detailed budget request for the STSM
- a letter of invitation from the host institution
- a letter of support from the home institution
- bank details where the reimbursement has to be sent to, complete with IBAN and SWIFT codes.

When all documents have been received, the coordinator and vice coordinator will evaluate the proposal. This normally takes about one week.

If there are no comments, the proposal will be forwarded to the members of the Steering Group (SG) for ballot.

If there are comments, the applicant will be asked to revise the application until the coordinators are satisfied. Then the proposal will be forwarded to the SG for ballot.

The ballot takes normally one week.





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Application procedure continued:

If the results of the ballot are positive, a grant letter will be issued by the grant holder. This grant letter has to be signed and then returned to the coordinator and the grant holder. The issuing of the grant letter also takes about one week.

Within two weeks of completion of the STSM, the guest will have to submit a full report to the coordinator. This report has to be signed by the host institution.

Once the report has been accepted by the coordinator, the grant holder will pay the grant amount.

The coordinator can request changes to the report, which have to be incorporated in the report before payment can be expected.

What should an STSM report contain

General:

The title of the report should be the same as the title of the STSM. The report should cover what the title promises.

An STSM report should contain concise information on what has been done, which data have been collected and how, and the main results of the data analysis.

If, for any reason, the aims of the STSM submission were not obtained, a simple and short explanation of the cause of changes shall be given.

A report on an STSM should not be a scientific treatise or a review with loads of literature references.





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What should an STSM report contain continued:

The report should be illustrated with pictures, tables and graphs. All of these have to be referenced to in the text of the report.

In preparing the report, please, consider that it will be published on the homepage of EuroCoppice without any restrictions.

Table of contents:

Introduction

Purpose

Methods, circumstances and locations

Overview of collected data

Results based on the collected data

Conclusions

Recommendations

Literature (short and only those that are relevant)

An acceptance of the report by the host institution (signature)

For more information, please visit the web page <https://www.eurocoppice.uni-freiburg.de> or contact the STSM coordinator of this COST Action or his substitute:

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