



COST Open Call and COST New Action Proposal Submission, Evaluation, Selection and Approval Procedure

**COST WEBINAR
OC-2015-2**

Link to the Submission Form



The screenshot shows the COST website header with the logo and navigation links. An orange arrow points from the 'Open Call' link in the 'Open Call' section to the 'e-COST' button in the navigation bar.

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Navigation Bar:

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- COST Actions
- Participate
- Events
- Media
- Petitions
- e-COST**

Open Call Section:

Open Call

Submit your COST Action proposal! The next collection date is 8 September 2015.

Highlights:

- Sign the petition for budget stability**
In context of EFSI, drawing budget from Horizon 2020, COST is at risk of losing a high share of its funding.
 - Join 10301 people and sign our petition
 - Read the News Release
 - Read the COST Association Statement

Testimonials:

It is very important that the early stage researchers get access to STSMs and Training Schools in a scale that is not provided by any other EC program. Scientists in the new EU member states, who are insufficiently involved in Horizon 2020 because of the lower

Top Story:

Taking charge of air quality control in Europe's smart, green cities

A COST funded network of European spin-offs, SMEs, agencies, research centres and universities is working on developing cheaper and energy efficient sensors for air quality control in Europe's future smart cities.

Latest News:

30 July 2015
July newsletter is now online

Stay up-to-date with the COST latest news and

Footer:

cost
EUROPEAN COOPERATION IN SCIENCE AND TECHNOLOGY

COST ACTION

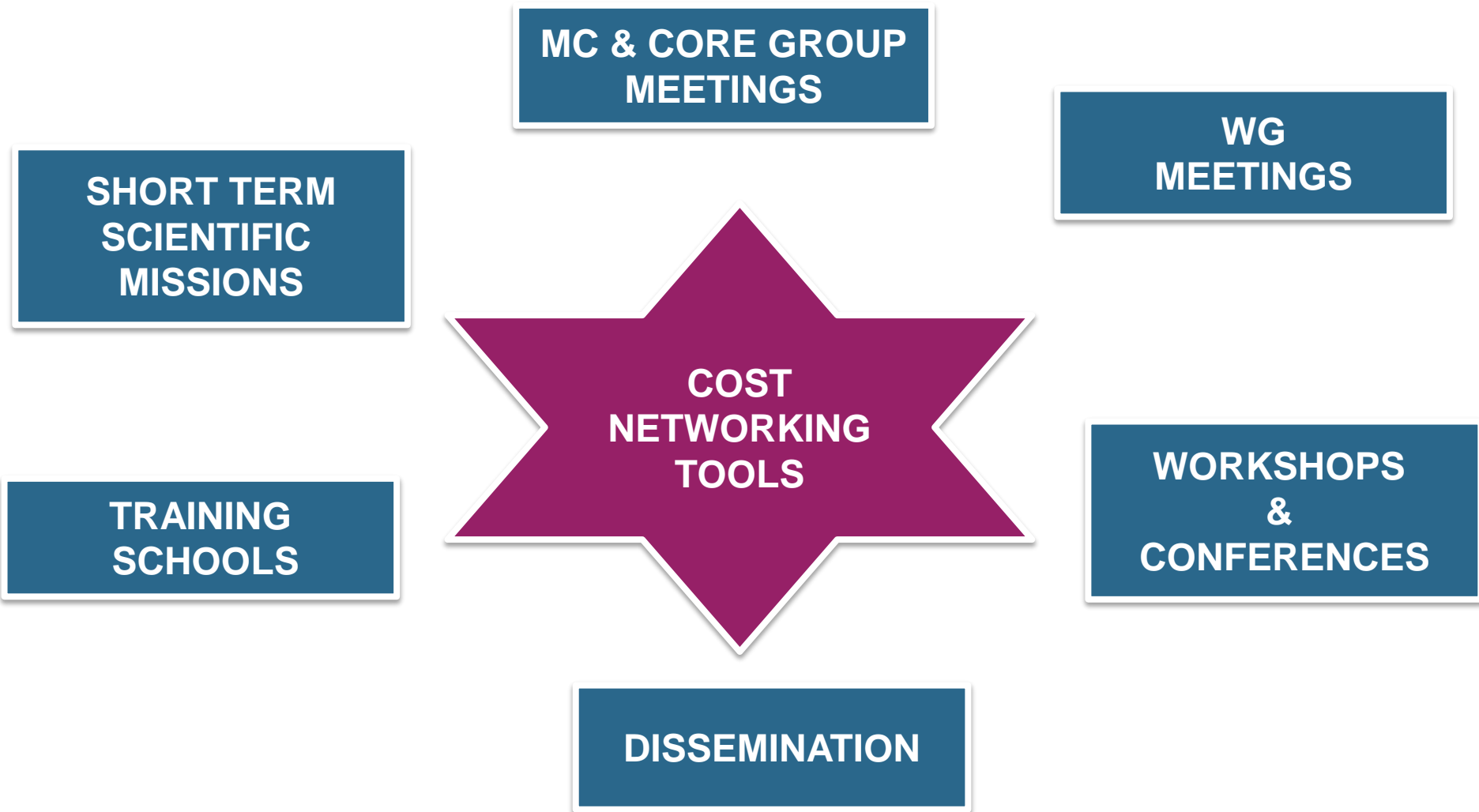
Pan-European networking instrument that allows researchers, engineers or scholars from COST Member Countries and Cooperating State to develop jointly their ideas and new initiatives in a field or topic of common interest

COST Actions

- **Minimum 5 COST Member Countries and Cooperating State**
- **Memorandum of Understanding - 4 years duration**
- **Average Annual Budget 130 000 euros**
- **COST supports the following networking tools:**
 - Meetings, Conferences, Workshops, Short-term scientific exchanges, Training schools and Dissemination Activities

COST DOES NOT FUND RESEARCH

COST Networking Tools



COST OPEN CALL

COST New Open Call – for whom?

- Open to all scientific and technological (S&T) fields
- Those aiming at contributing to the scientific, technological, economic, cultural or societal knowledge advancement and development of Europe
- Closing the gap between science, policy makers and society throughout Europe and beyond
- Reflecting the main characteristics of COST Actions
 - providing for knowledge share, knowledge creation and application
 - being open and output oriented while aiming at strengthening the S&T basis of the proposed topic(s)
- Responding to COST Excellence and Inclusiveness Policy

COST Open Call

One-stage submission process (on line tool)

New **S**ubmission, **E**valuation, **S**election and **A**pproval (SESA) procedure follows the subsequent phases:

- **SUBMISSION:** by a **Main Proposer** on behalf of a network of proposers
- **EVALUATION :**
 - External Remote Evaluation by **Individual External Experts**
 - Revision and Quality Check by *Ad hoc* **Review Panels**
- **SELECTION:** **COST Scientific Committee (SC)**
- **APPROVAL:** **COST Committee of Senior Officials (CSO)**

ACTION PROPOSAL SUBMISSION, EVALUATION, SELECTION AND APPROVAL (SESA)

External Remote Evaluation

- **3 Independent External Experts**
 - COST Expert data base
 - CV + expertise
 - OECD Fields and sub-fields of Science and Technology and specific Research Areas
 - from a pre-defined multi-layered list
 - Validated by the COST SC
- **Remote peer-review evaluation**
- **Remote consensus** shall be sought between the Independent External Experts
- **The consensus shall not be imposed**; independent External Experts may maintain their views on the proposal
- **Eventual differences in opinion of the experts resulting in a non-consensual decision will be handled and arbitrated by the Review Panel**

External Remote Evaluation

- Proposals are evaluated **only** on the basis of the **evaluation criteria**

S&T EXCELLENCE	IMPACT	IMPLEMENTATION
<ul style="list-style-type: none"> Soundness of the challenge 	<ul style="list-style-type: none"> Scientific, technological and/or socio-economic impact 	<ul style="list-style-type: none"> Coherence and effectiveness of the work plan
<ul style="list-style-type: none"> Progress beyond the state-of-the-art and innovation potential 	<ul style="list-style-type: none"> Measures to maximise impact 	<ul style="list-style-type: none"> Appropriateness of management structures and procedures
<ul style="list-style-type: none"> Added value of networking 	<ul style="list-style-type: none"> Level of risk and level of potential innovation/breakthroughs 	<ul style="list-style-type: none"> Network as a whole
Total Mark for the section: 25 points	Total Mark for the section: 20 points	Total Marks for the section: 20 points
TOTAL MARK AWARDED: 65 points OVERALL THRESHOLD: 45 points		

Revision and Quality check

- **By *Ad hoc* Review Panels**
 - Active researchers, engineers or scholars
 - Appointed by COST National Coordinators
 - *Ad hoc* Review Panels set by the COST Association
 - Validated by the COST Scientific Committee
- **Reviewing and validating** all the Consensus Reports and marks
- **Resolving the differences** in opinions among the Independent External Experts
- After validation of consensus reports and marks, **rank the proposals above the threshold**
- For the proposals above the threshold, identify those that indicate **emerging issues or potentially important future developments**

Selection

- **By the COST Scientific Committee**
 - 36 high-level experts representing the 35 COST Member Country and 1 Cooperating state (Israel)
 - Appointed by and reports to CSO
- Shall select among the ranked list of proposals received from the Review Panels by discriminating among proposals with the same marks, taking into account the **COST mission and policies**
 - Focus on **Excellence and Inclusiveness**
- **Balanced COST Action portfolio**, by ensuring the coverage of all S&T fields
- Shall submit the final ranked list of selected proposals to the CSO for approval.

COST Policies



Excellence and Inclusiveness

Originated from:

- The political context of the Innovation Union (Horizon 2020).
- The intergovernmental context of the COST Member Countries.

With the aim to:

- **Encourage and enable researchers from less research-intensive countries across the COST Member Countries to set up and/or join COST Actions and get more intensively involved in all COST activities.**
- Counterbalance research communities unequal access to knowledge infrastructures, funding and resources distribution.
- Connecting “pockets of excellence” in science and technology operating from diverse locations in Europe.

COST Inclusiveness Target Countries*

EU 13:

Bulgaria
Croatia
Cyprus
Czech Republic
Estonia
Hungary
Latvia
Lithuania
Malta
Poland
Romania
Slovakia
Slovenia

EU Candidates:

fYR Macedonia
Montenegro
Republic of Serbia
Turkey

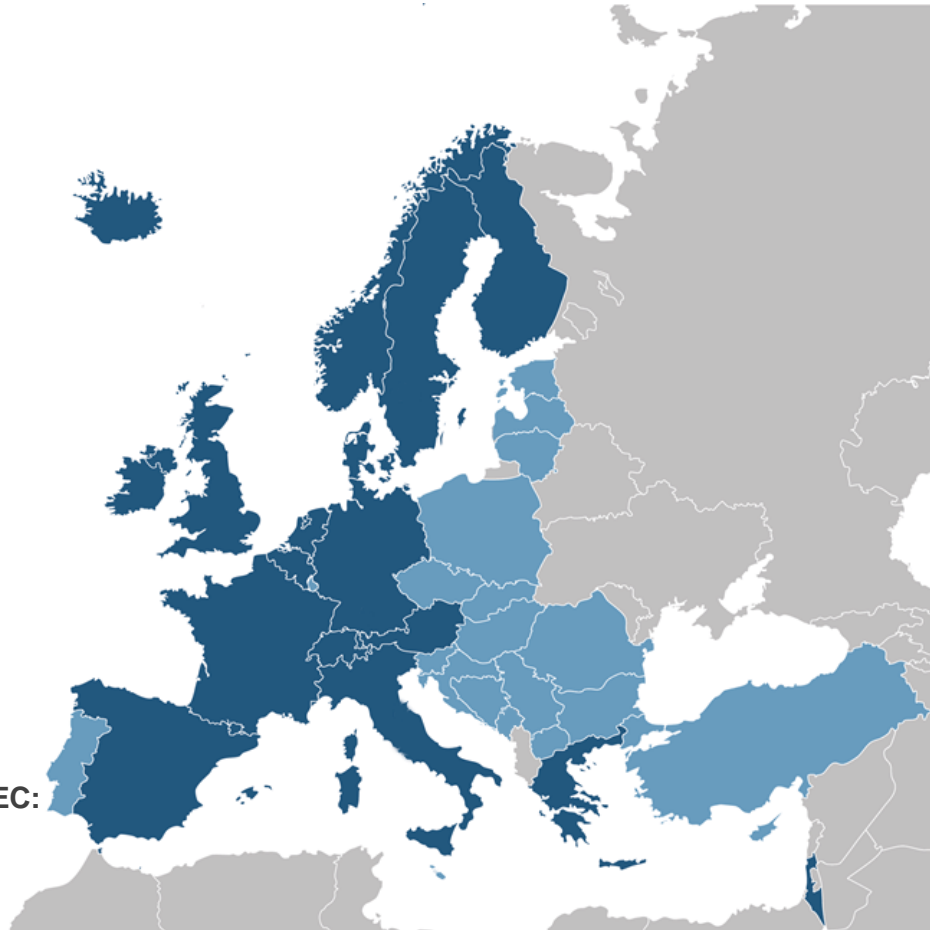
EU Potential Candidates:

Bosnia and Herzegovina

EU Countries targeted by EC:

Luxembourg
Portugal

** In light blue colour*



PROPOSAL PREPARATION

- PRACTICAL ASPECTS -

COST Open Call

- Online submission tool (e-COST)
- Official publication (incl. the collection date)
- COST 133/14 B.1. “COST Action Proposal Submission, Evaluation, Selection and Approval”
- COST Open Call: Submission, Evaluation, Selection and Approval (SESA) guidelines
- COST Action Technical Annex Template

e-COST

e-COST is a portal for COST Action participants' registration and financial reporting
▶ [Link to e-COST portal](#)

Key Document

▶ [Open Call for Proposals \(PDF, 159 kB\)](#)

COST Implementation Rules

- ▶ [A. Rules for Participation in and Implementation of COST Activities \(132/14\) \(PDF, 335 kB\)](#)
- ▶ [B.1. COST Action Proposal Submission Evaluation Selection and Approval \(133/14\) \(PDF, 267 kB\)](#)
- ▶ [B.2. COST Action Management, Monitoring and Final Assessment \(134/14\) \(PDF, 341 kB\)](#)
- ▶ [B.3. COST International Cooperation and Specific Organisations Participation \(135/14\) \(PDF, 214 kB\)](#)

Other documents

- ▶ [COST Vademecum \(PDF, 3 MB\)](#)
- ▶ [SESA Guidelines \(PDF, 1000 kB\)](#)
- ▶ [Anonymity in COST Action proposals \(PDF, 239 kB\)](#)
- ▶ [Technical Annex \(DOCX, 120 kB\)](#)
- ▶ [SESA explained \(PDF, 3 MB\)](#)
- ▶ [Open Call infographic \(PDF, 2 MB\)](#)

Open Call Contacts

General enquiries and technical problems
▶ opencall@cost.eu

Stay tuned for COST updates:

<http://www.cost.eu/opencall>

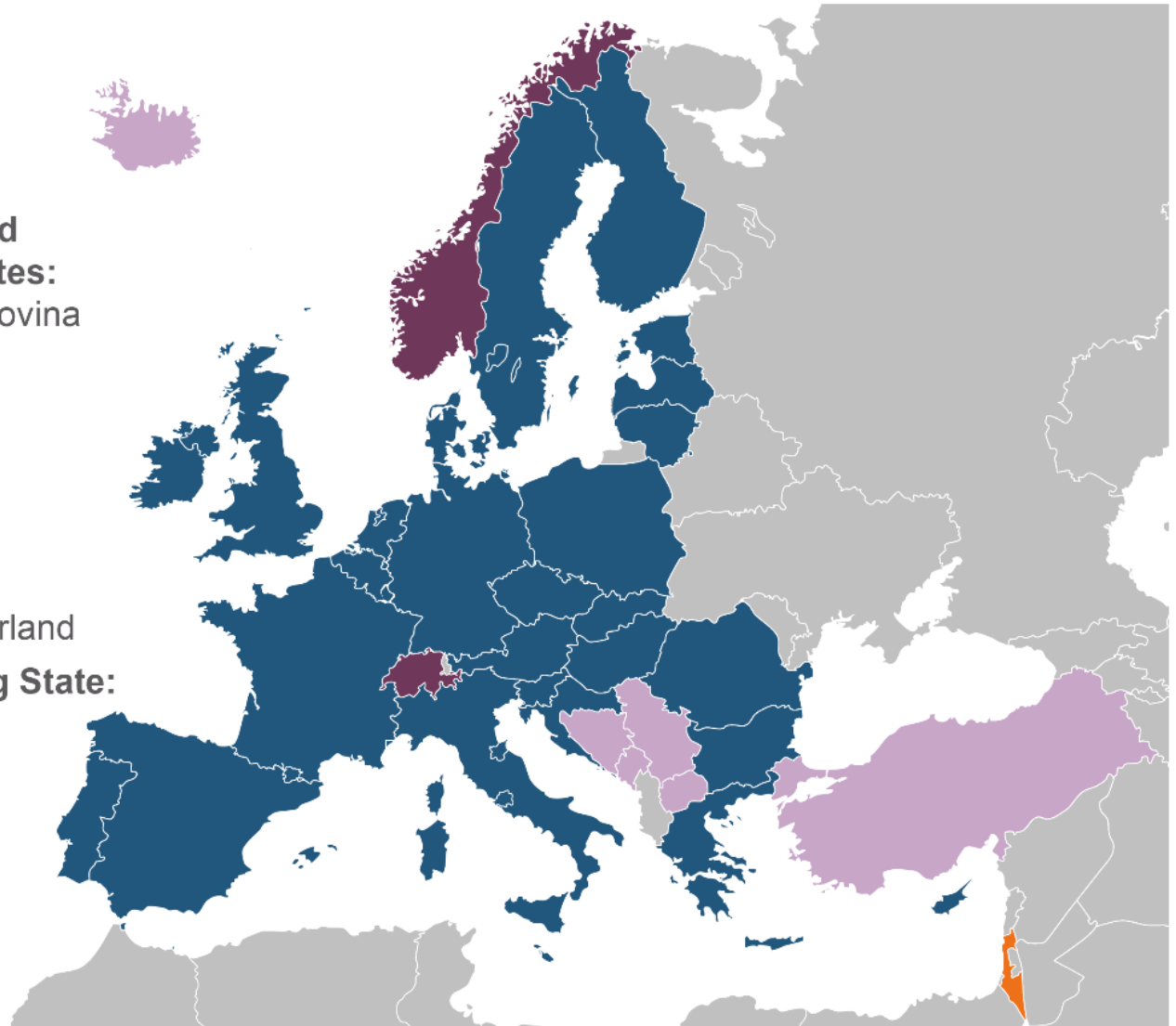


Eligibility Criteria

- Represent a network of proposers from at **least 5** COST Member Countries and/or Cooperating State with researchers, engineers or scholars having a **registered e-COST profile**
- **Be coordinated by a Main Proposer from a COST Member Country or Cooperating State**
- Be **anonymous**, hence not contain any reference to the names and/or institutions of the participants in the network of proposers
- Address science and technology challenges destined only for **peaceful purposes**
- **Respect word or page limits** (15 pages for the Technical Annex) as described in the SESA Guidelines
- Be written in **English**, the working language of the COST Association
- **Not be identical with another submitted proposal**

COST Member Countries

- **EU 28**
- **EU Candidates and Potential Candidates:**
Bosnia and Herzegovina
fYR Macedonia
Montenegro
Iceland
Republic of Serbia
Turkey
- **Other Countries:**
Norway and Switzerland
- **COST Cooperating State:**
Israel



Proposal Sections - Highlights

SECTION		
GENERAL FEATURES	Online tool Mandatory	<ul style="list-style-type: none">Key Expertise needed for EvaluationOECD Fields / Subfields of Science and Technology plus Research Areas
TECHNICAL ANNEX	PDF Mandatory	<ul style="list-style-type: none">MAX 15 PagesAnonymityFigures and Pictures - Copyright
REFERENCES	Online tool Optional	<ul style="list-style-type: none">500 wordsAnonymity
COST MISSION & POLICIES	Online tool Mandatory	<ul style="list-style-type: none">500 wordsExcellence and InclusivenessInternational CooperationIndustrial Dimension
NETWORK of PROPOSERS	Online tool Mandatory	<ul style="list-style-type: none">Minimum 5 researchers from 5 COST Member Countries and/or Cooperating StateStatistical Information that will be used for evaluation

Technical Annex

SECTIONS	SUB-SECTIONS
S&T EXCELLENCE	<ul style="list-style-type: none">▪ Challenge▪ Objectives▪ Progress beyond the State-of-the-art and Innovation Potential▪ Added value of networking
IMPACT	<ul style="list-style-type: none">▪ Expected Impact▪ Measures to Maximise Impact▪ Potential for Innovation versus Risk Level
IMPLEMENTATION	<ul style="list-style-type: none">▪ Description of the Work Plan▪ Management Structures & Procedures▪ Network as a whole



1 S&T Excellence

1.1 Challenge

- 1.1.1 Description of the Challenge (Main Aim)
- 1.1.2 Relevance and timeliness

Describe the research question(s) your proposal aims to address. You should make a case for the relevance and timeliness of the proposed challenge(s)

KEY CONCEPT: Challenges of COST Actions

*Challenges are the **research questions** addressed by a COST Action, targeting S&T and / or socio-economic problems*



1 S&T Excellence

1.2 Objectives

- 1.2.1 Research Coordination Objectives
- 1.2.2 Capacity-building Objectives

*Provide a clear and specific description of the **project objectives** against the background of the state-of-the-art, **showing their pertinence to tackle the proposed challenge**. Make sure the proposed objectives are SMART (Specific, Measurable, Achievable, Relevant and Timely)*

KEY CONCEPTS: Objectives in COST Actions *are the results that an Action needs to achieve in order to respond to its challenge*

Research Coordination Objectives: distribution of tasks, sharing of knowledge and know-how, and the creation of synergies among Action participants to achieve specific outputs.

Capacity-building Objectives: building critical mass to drive scientific progress, thereby strengthening the European Research Area. They can be achieved by the delivery of specific outputs and/or through network features or types and levels of participation.



1 S&T Excellence

1.3 Progress beyond the state-of-the-art and Innovation Potential

- 1.3.1 Description of the state-of-the-art
- 1.3.2 Progress beyond the state-of-the-art
- 1.3.3 Innovation in tackling the challenge

Describe briefly the state-of-the art in the field related to the challenge, as well as the advance that the COST Action will bring about

*Highlight the **innovation potential** anticipated by the proposed COST Action in order to tackle the challenge. **Innovation is to be intended as the creation and / or development of new or improved concepts, products, processes, services, and / or technologies that are made available to markets, governments and society***



1 S&T Excellence

1.4 Added value of networking

- 1.4.1 In relation to the Challenge
- 1.4.2 In relation to existing efforts at European and/or international level

Describe the added value of networking in relation to the challenge by highlighting why networking is the best approach to tackle the challenge

Describe the added value of the proposed COST Action in relation to former and existing efforts (research projects, other networks, etc.) at the European and/or international level



2 Impact

2.1 Expected Impact

- 2.1.1 Short-term and long-term scientific, technological, and/or socio economic impacts

Describe in a clear and realistic way the S&T and socio-economic impact envisaged by the proposed COST Action in the short- and long-term perspective

KEY CONCEPT: **COST Action impact**

Impact is the effect or influence on short-term to long-term scientific, technological, and/or socio-economic changes produced by a COST Action, directly or indirectly, intended or unintended.



2 Impact

2.2 Measures to Maximise Impact

- 2.2.1 Plan for involving the most relevant stakeholders
- 2.2.2 Dissemination and/or Exploitation Plan

Identify the most relevant stakeholders and present a clear plan to involve them as Action's participants

Present a clear and attainable plan for dissemination and/or exploitation of results, including IPR, if relevant

2.3 Potential for Innovation versus Risk Level

- 2.3.1 Potential for scientific, technological and/or socioeconomic breakthroughs

Make a case on how well the proposal succeeds in putting forward potential innovation/ breakthroughs with a convincing risk/return trade-off

3 Implementation

3.1 Description of the Work Plan

- 3.1.1 Description of Working Groups

Provide a detailed description of the different Working Groups (3 to 6). For each WG provide objectives, tasks, activities, milestones and list of major deliverables

- 3.1.2 GANTT Chart

Provide a graphical illustration of a schedule offering the project management overview of the different WGs, tasks, activities, and deliverables of your proposal

- 3.1.3 PERT - Program (Project) Evaluation and Review Technique (optional)

Provide a graphical representation of the different WGs showing their inter-relation. If needed, the same can be provide to show the inter-relation among the different tasks within each WG

- 3.1.4 Risk and Contingency Plans

Identify the main risks related to the Work Plan and present a credible contingency plan.

3 Implementation

3.2 Management Structures and Procedures

Describe the Action organisation in terms of management structure that would help the Action meet the proposed challenge. It is required that the proposed Action organisation and management structure respect COST rules

More detailed information at:

COST Implementation Rules - B.2 COST Action Management, Monitoring and Final Assessment (134/14)

<http://www.cost.eu/participate>

3 Implementation

3.3 Network as a whole

Describe how well the features of your Network of Proposers can achieve the objectives of the proposed COST Action. Make a case for the critical mass, expertise and geographical distribution needed for addressing the challenge and the objectives

If your Network misses any of these features, present a clear plan for overcoming the identified gaps. Note that COST Policies should not be addressed here

If you plan to include International Partner Countries (IPCs) or Near Neighbour Countries (NNCs) institutions in your proposal, give a brief description of the mutual benefits deriving from their participation

More detailed information concerning IPCs and NNCs at:

COST Implementation Rules - B.3 COST International Cooperation and Specific Organisation Participation (135/14)

<http://www.cost.eu/participate>

**THANK YOU VERY MUCH FOR YOUR
ATTENTION**

**Open Call Contacts
General enquiries and technical
problems**

opencall@cost.eu



COST – European Cooperation
in Science and Technology

Avenue Louise 149
1050 Brussels, Belgium

opencall@cost.eu

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