Call for Proposals: ITC Conference Grant

Under the FOGOS ITCG call for the 1st Grant period, proposals will be considered on rolling bases depending on the availability of funds. Proposals must meet the requirement of making a significant contribution to the objectives of the WGs. All ITCGs should be completed by 20 October 2025. Grant application needs to be submitted at least 5 weeks before the starting date of the conference.

1. Objective: *ITC Conference grant funds an oral presentation of their own work within the scope of the Action by an Action Participant affiliated to a legal entity located in an Inclusiveness Target Country / Near Neighbor Country in a high-level conference fully organized by a third party, i.e. not organized nor co-organized by the COST Action.*
The ITC Conference Grant supports the COST Excellence and Inclusiveness Policy by enabling Action participants affiliated with institutions in Inclusiveness Target Countries (ITCs) or Near Neighbor Countries (NNCs) to establish strong networks, increase their visibility in the research community through sharing their work, gain knowledge, and enhance the visibility of the COST Action.
ITC Conference Grantee: receives support for attending and presenting their own work within the scope of the Action (oral presentation) in a conference and can establish new contacts for future collaborations.

2. Eligibility Criteria
Candidate Requirements
- The grant applicant must be an Action Participant affiliated with a legal entity located in an Inclusiveness Target Country (ITC; Albania, Armenia, Bosnia and Herzegovina, Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Georgia, Greece, Hungary, Lithuania, Latvia, Malta, Moldova, Montenegro, Poland, Portugal, Romania, Slovenia, Slovakia, Republic of North Macedonia, Republic of Serbia, Türkiye, or Ukraine) or Near Neighbour Country (NNC; Algeria, Azerbaijan, Egypt, Faroe Islands, Jordan, Kosovo, Lebanon, Libya, Morocco, Palestine, Syria, or Tunisia).
- The applicant must have an accepted **ORAL** presentation that is directly linked to the goals and scope of the *Fogos* COST Action.
- The presentation must be related to the work of one of the working groups/deliverables.

Activity Requirements
- Eligible conferences must be high-level, international events organized by third parties (not co-organized by the COST Action).
- The applicant must commit to promoting COST in their presentation or dissemination activities.
- Required outputs include: a copy of the presentation, proof of conference participation, and an activity report following the event.

3. Funding
- The total ITC Conference Grant budget for the 1st Grant Period of *Fogos* COST Action is **8000 EUR**, funded up to 2000 EUR each oral presentation in f2f conferences and 500 each for oral presentation in online conferences)
   Applicants to Conference Grants shall not apply to different types of conference grants in the period.

- Grants are paid **after completion** of the activity and approval of the required.

4. Application Process

Applications must be submitted online via e-COST: https://e-services.cost.eu/activity/grants

Steps to Apply:

1. Log in to e-COST and select **Apply for New Grant**, choosing **ITC Conference Grant**.
2. Provide the following information*:*
   - o Title of the presentation.
   - o Conference title, date (within the active Grant Period, i.e. no overlap across two consecutive Grant Periods) and country.
   - o A detailed calculation of requested Budget.
   - o Attendance Type (face-to-face or online)
3. Upload the completed ITC Conference Grant Application template (download template), including:
   - o Conference Details;
   - o Accepted contribution details;
   - o Relevance of the Conference topic to the *CliMent* COST Action;
   - o Motivation and expected impact.
4. Upload additional required documents:
   - o Copy of the abstract of the accepted oral presentation;
   - o Acceptance letter from the conference organisers;

Once submitted, applicants will receive a confirmation email from e-COST. *Upon approval, the Grantee will receive a Grant Letter stating the approved amount and conditions for receiving the grant*.

5. Evaluation Criteria

The Core Group reviews applications on behalf of the Action Management Committee. If a conflict of interest arises, the affected committee member(s) will not participate in the evaluation of the applications of that round. Applications are assessed based on the following criteria:

	Criteria	Description	Score* max
1.	**Oral presentation**	How oral presentation is directly linked to the goals and scope of the *Fogos* COST Action.	5
2.	**Conference level**	The level and potential of the conference to facilitate dissemination and visibility of the COST Action, including opportunities for networking, collaboration, and knowledge transfer. For a conference to be eligible for Grant, it must be recognized as an international event and demonstrate high academic or professional standing by meeting at least one of the following criteria: being organized by a reputable academic or professional body; being indexed in established databases (e.g., IEEE, ACM, Scopus, Web of Science); or being supported by a program committee or advisory board comprising recognized experts in the field.	5
3.	**Collaboration among Action members**	The presentation is is related to the work of one of the working groups/deliverables	5
4.	**Relevance of the Conference topic to *Fogos* COST Action**	The extent to which the Conference topic aligns with the goals and scope of the *Fogos* COST Action (e.g. MoU objective, deliverables or working group tasks).	5
5.	**Motivation**	Description of the applicant's motivation to participate in the conference.	5
6.	**Expected impact**	Potential impact of the conference participation on the applicant's career.	5

*Scale: 1 poor; 2 deficient; 3 satisfactory; 4 very good; 5 excellent.

Applications with the highest scores will be prioritized for funding.

6. Reporting and Reimbursement

- Within **30 days after the activity** (or 15 days after the Grant Period ends, whichever comes first), the grantee must submit scientific report relevant documentation in e-COST
- The scientific report template is available at: https://www.cost.eu/ITCConference_Report
- Payment of the Grant is subject to the scientific report being reviewed by the Grant Awarding Coordinator and approved by the MC

- *The required report/documentation for claiming an **ITC Conference Grant** is:*
    - o *report to the Action MC on the outcome of the presentation of the accepted contribution, in terms of grantee's visibility, including the establishment of new contacts for future collaborations.*
    - o *The certificate of attendance,*
    - o *The programme of the conference or book of abstracts / proceedings indicating the oral presentation of the grantee,*
    - o *Copy of the given oral presentation*
    - o *Pictures from the event proving participation*

- In addition to describing the conference's activities, this report should emphasize the value of attending conferences for networking, capacity building (e.g., collaborations), and personal growth.

For further details, before applying, all applicants must carefully and completely read Annex 2 of the *Annotated Rules for COST Actions*.

For any inquiries, contact the *Fogos* chairs at florian.rabitz@ktu.lt and x.s.yap@uu.nl, as well as the Grant Awarding Coordinator at besashahini@feut.edu.al