

WELCOME CA22123!



European Materials Acceleration Center for Energy (EU-MACE)

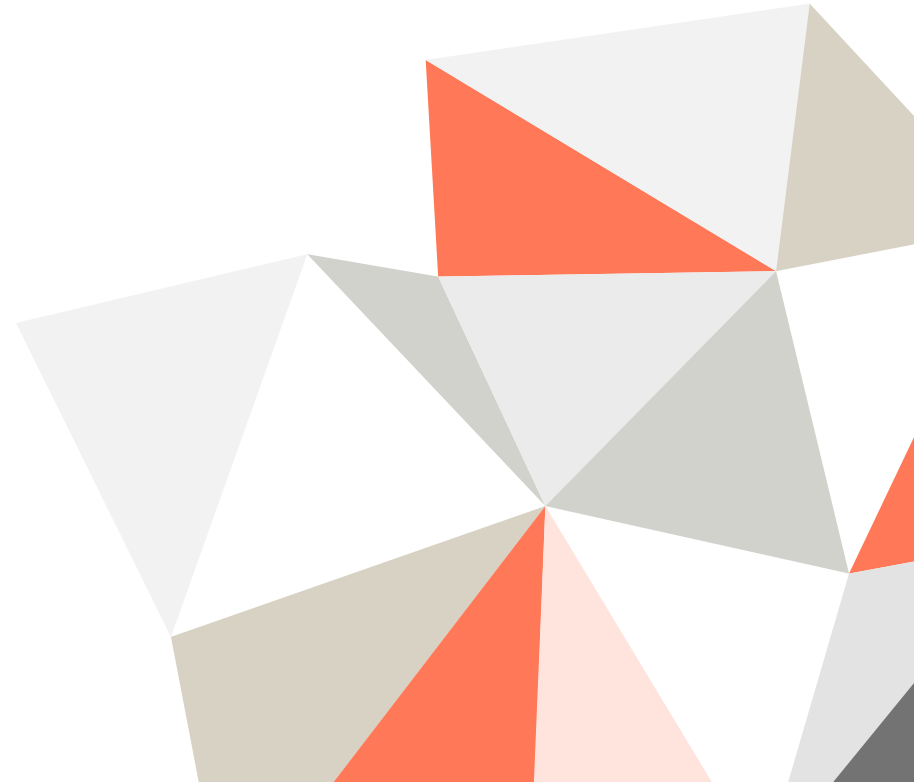
Start Date: **03/10/2023**

End Date: **02/10/2027**

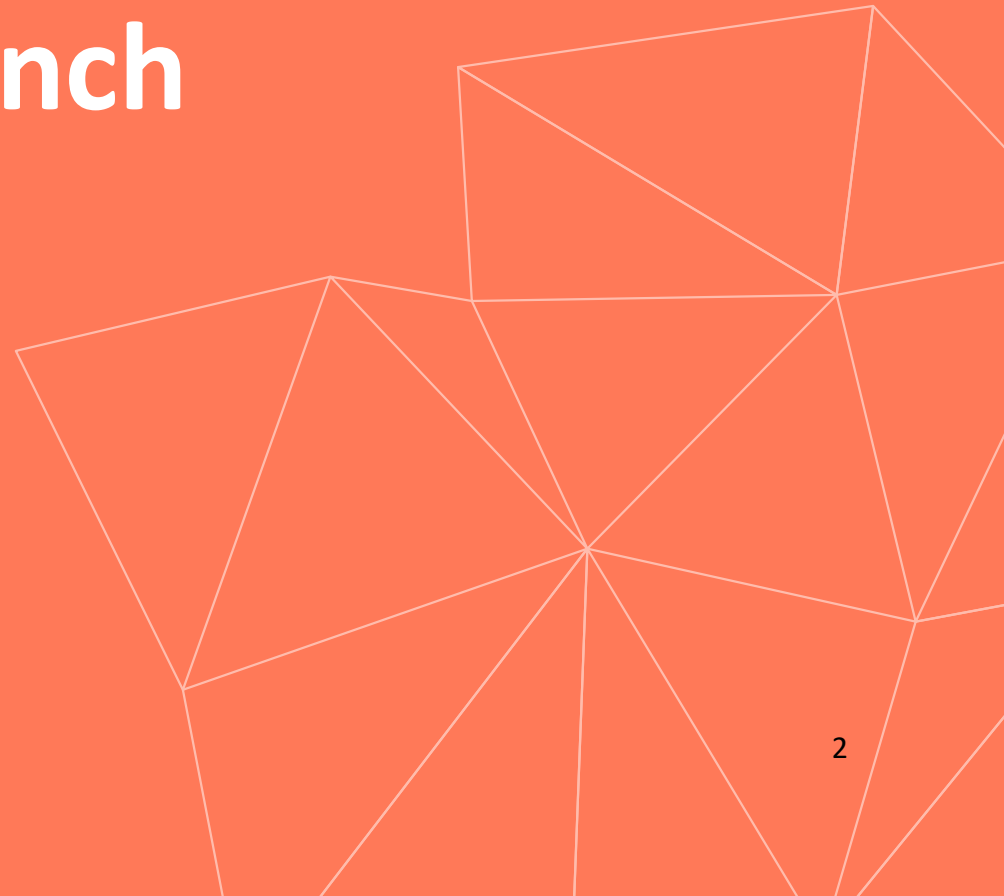


Your hosts today:

- Dr Radenka Krsmanovic Whiffen (Science Officer)
- Milena Stoyanova (Administrative Officer)
- Dr Sawako Nakamae (Action Chair Candidate)



Emergency and Lunch instructions



Evacuation Instructions

In case of fire alarm*

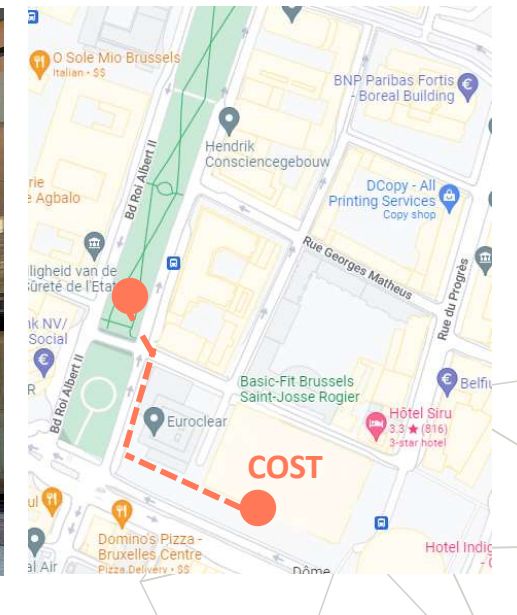
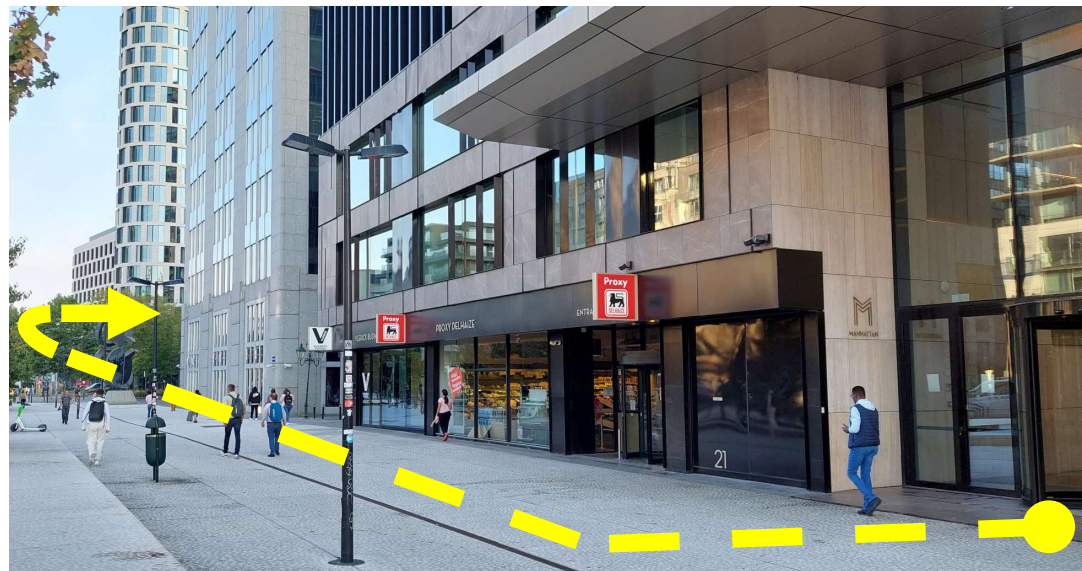
- **Stop** all activity
- Try to **stay calm**, do not run
- Follow **COST staff** and the **evacuation signals**
- Emergency exits are located after the bathrooms at the entrance of the office
- **Do not use the elevators!**
- Join the meeting point, **outside** of the building



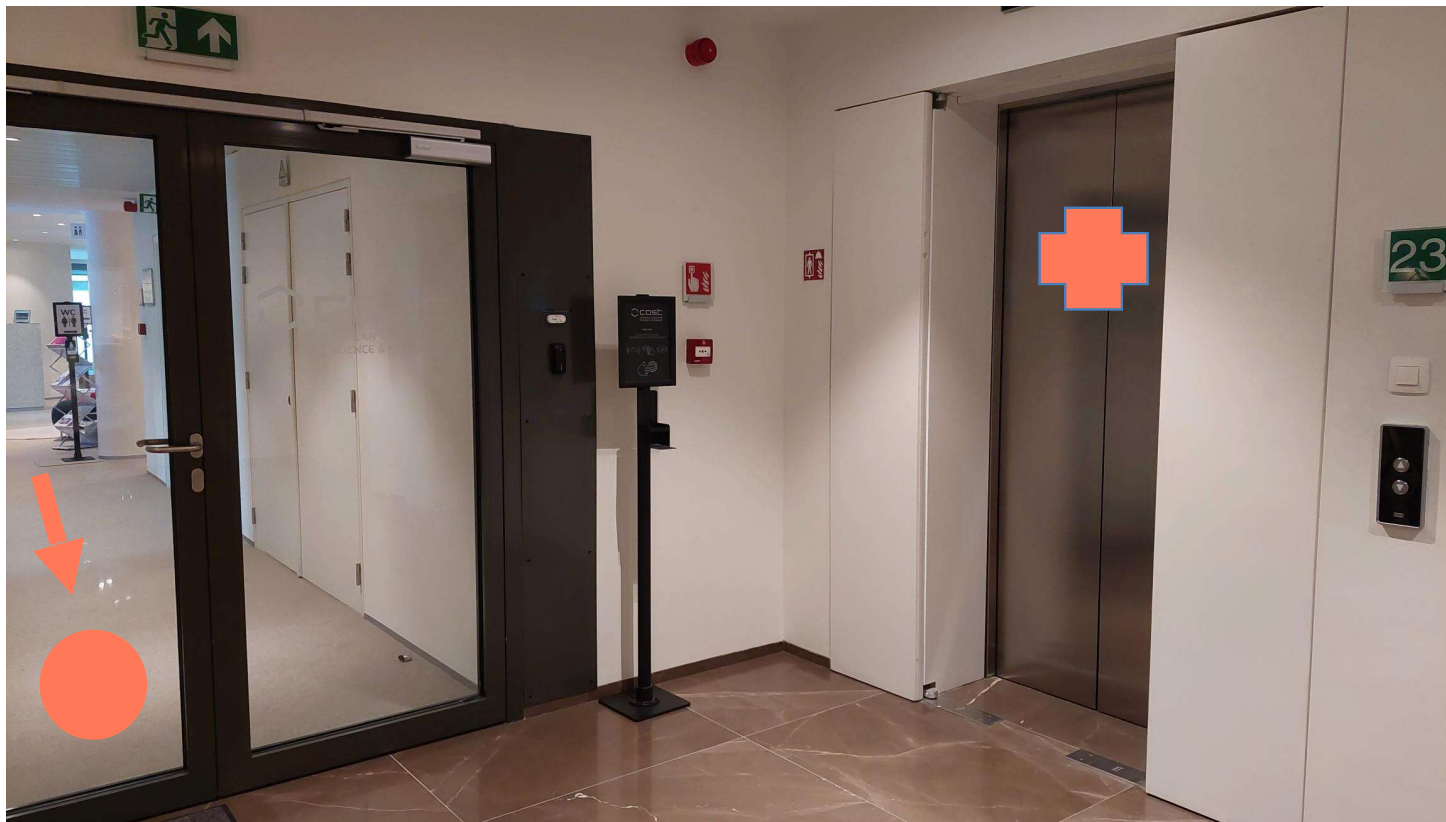
Evacuation Instructions



- You will arrive at the Manhattan reception (ground floor)
- Exit the building and go to the right (Proxy Shop and Vlerick School)
- Turn right of the Manhattan Center and cross the street to Bd Albert II

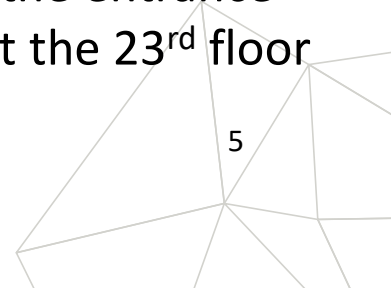


Evacuation Instructions

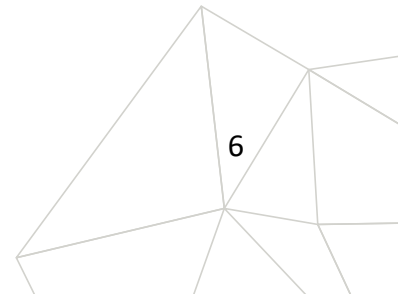


People with reduced mobility or other health restrictions/issues:

- When you arrive let COST reception know
- **Wait** for fire marshals to pick you up just inside the entrance door at the 23rd floor



Please remember to come to reception desk
to pay your lunch

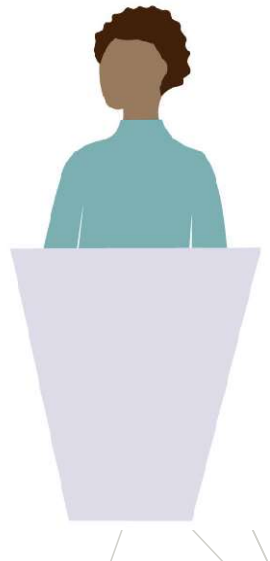


Welcome and Frame



Who is attending?

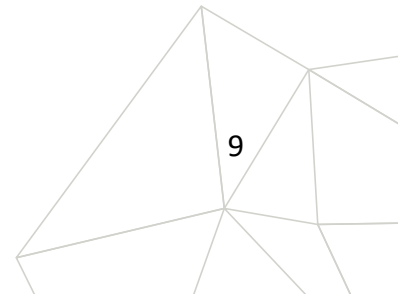
- MC members nominated by their COST National Coordinator
- Beneficiaries of the COST Leadership Program
- Candidates for leadership positions
(not MC members, but agreed WG applicants).



Purpose of the meeting

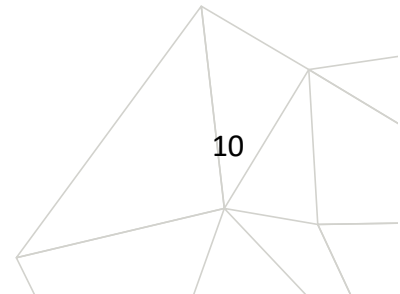


- ✓ Bring everyone to the same level of knowledge on COST
- ✓ Common understanding of the Action challenges and objectives
- ✓ Initiate networking & community building
- ✓ Taking key decisions: Election of mandatory leadership positions
- ✓ Proposal for Work & Budget Plan
- ✗ Detailed explanation of the [Annotated Rules](#)
- ✗ Deciding on internal processes



Agenda: 9:30 – 16:30 (CET)

- Welcome and Frame / Getting to know each other
- COST presentation + Q&A
- Action Chair Candidate presentation + Q&A
 - ✓ *Group Photo / Break (11:00h)*
- COST Action Café (parallel discussion sessions)
- Debriefing from the COST Action Café
 - ✓ *Lunch (13:15h)*
- Election of mandatory leadership positions
- MC Discussion and Decisions (moderated by elected Chair)
 - ✓ *Break (15:15h)*
- MC Discussion and Decisions (moderated by elected Chair)



House rules

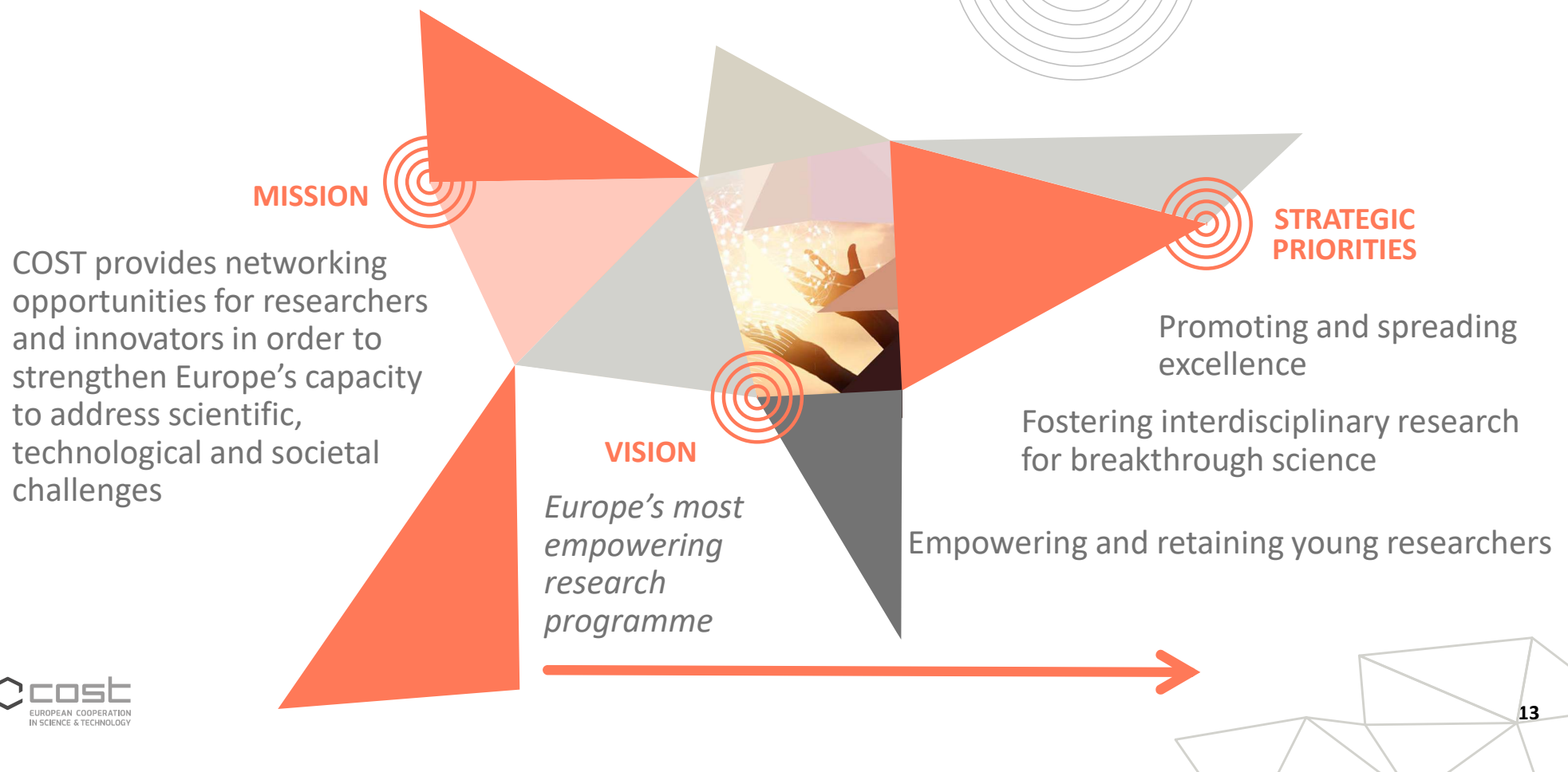
- No recording / pictures to be taken without consent.
- Use this day to engage and interact.
- Keep your statements short and to the point.
- It is not allowed to bring coffee in the room!



Getting to know each other



European Cooperation in Science & Technology



COST Countries

41 Members

- | | | |
|--------------------------|-----------------------------------|------------------|
| ● Albania | ● Greece | ● Poland |
| ● Armenia | ● Hungary | ● Portugal |
| ● Austria | ● Iceland | ● Romania |
| ● Belgium | ● Ireland | ● Serbia |
| ● Bosnia and Herzegovina | ● Italy | ● Slovakia |
| ● Bulgaria | ● Latvia | ● Slovenia |
| ● Croatia | ● Lithuania | ● Spain |
| ● Cyprus | ● Luxembourg | ● Sweden |
| ● Czech Republic | ● Malta | ● Switzerland |
| ● Denmark | ● The Republic of Moldova | ● Turkey |
| ● Estonia | ● Montenegro | ● Ukraine |
| ● Finland | ● The Netherlands | ● United Kingdom |
| ● France | ● The Republic of North Macedonia | |
| ● Georgia | ● Norway | |
| ● Germany | | |

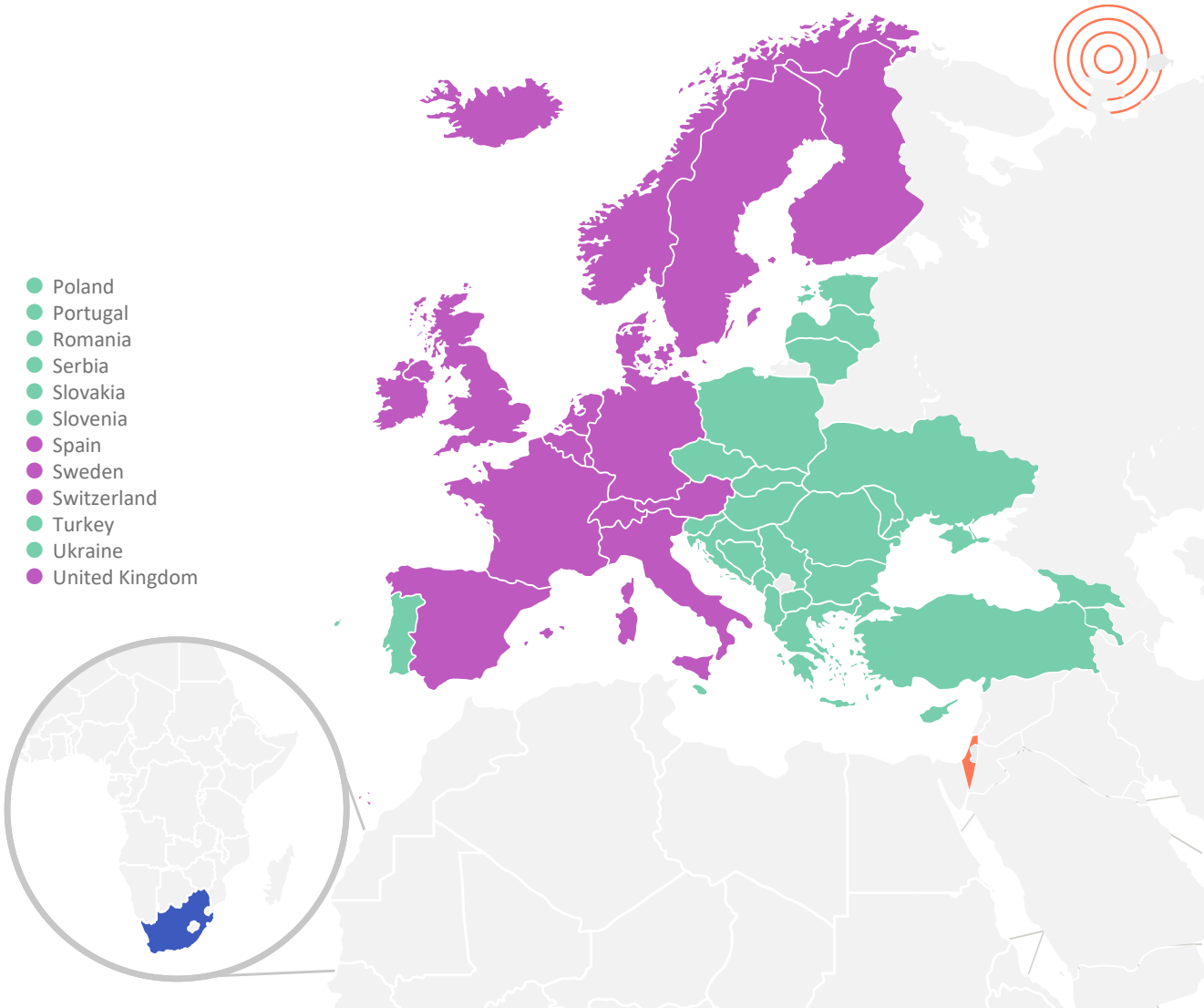
1 Cooperating Member

● Israel

1 Partner Member

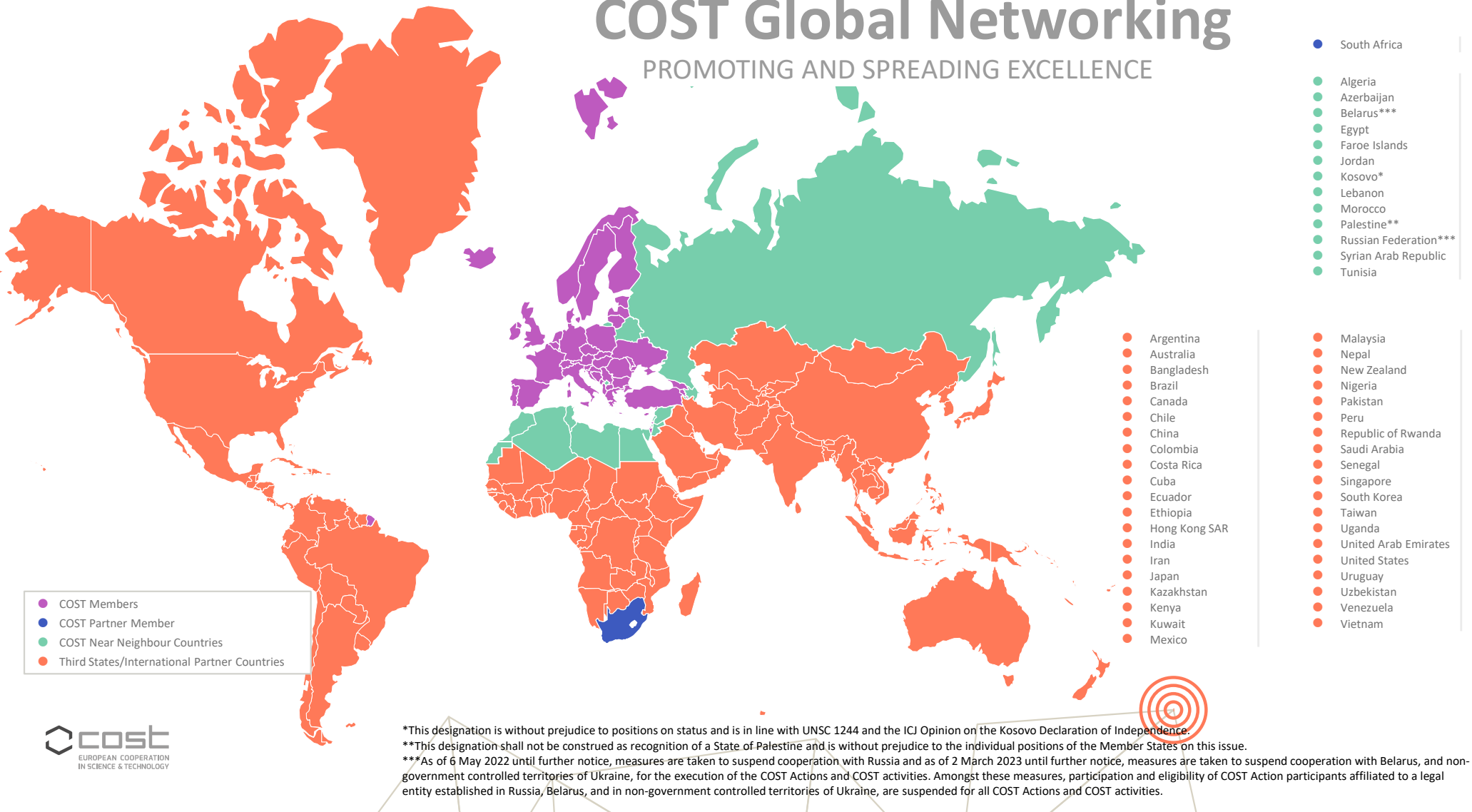
● South Africa

Inclusiveness Target Countries (ITC)



COST Global Networking

PROMOTING AND SPREADING EXCELLENCE

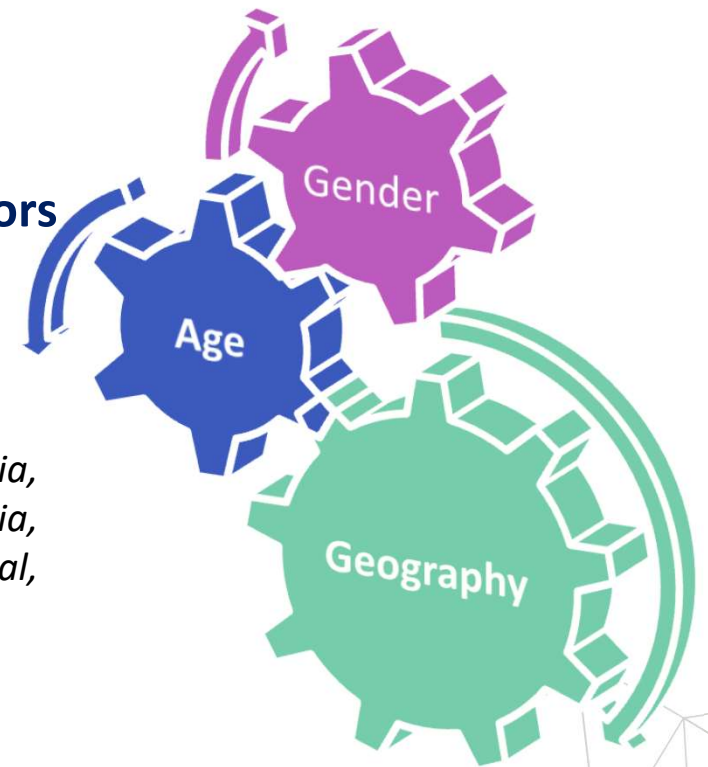


COST Excellence and Inclusiveness Policy

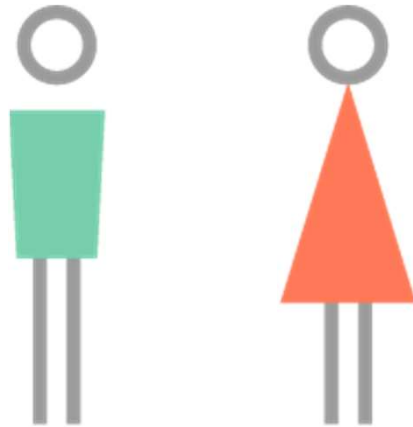


- **Striving to ensure equal gender participation**
- **Special measures to Young Researchers and Innovators**
(**< 40 years of age**)
- **Special measures to ITCs in Horizon Europe**

*Albania, Armenia, Bosnia and Herzegovina, Bulgaria, Cyprus, Croatia, Czech Republic, Estonia, Georgia, Greece, Hungary, Lithuania, Latvia, Malta, Moldova, Montenegro, North Macedonia, Poland, Portugal, Romania, Slovenia, Slovakia, Serbia, Turkey, Ukraine
+ Outermost regions from Portugal, Spain and France*



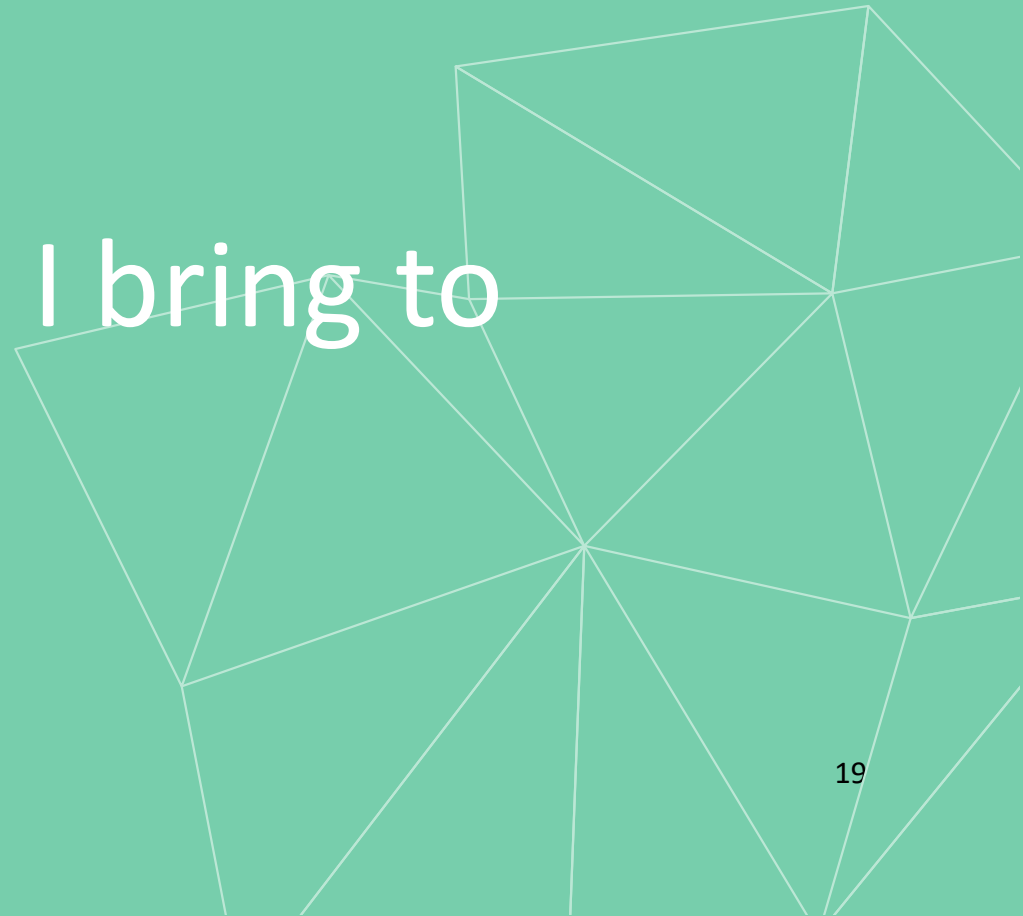
Starting with some fun: stand up!



- a. Do you have any COST experience?
- b. Have you worked already with someone in the room?
- c. Are you a Young Researcher?
- d. Are you a researcher in an ITC?

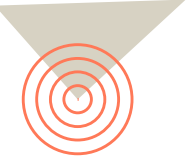


What expertise do I bring to
this COST Action?



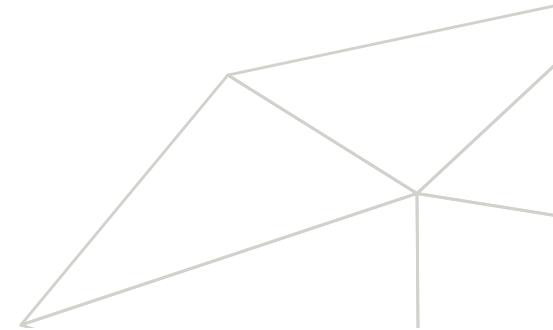
COST presentation





COST Actions:

Participation and Leadership positions

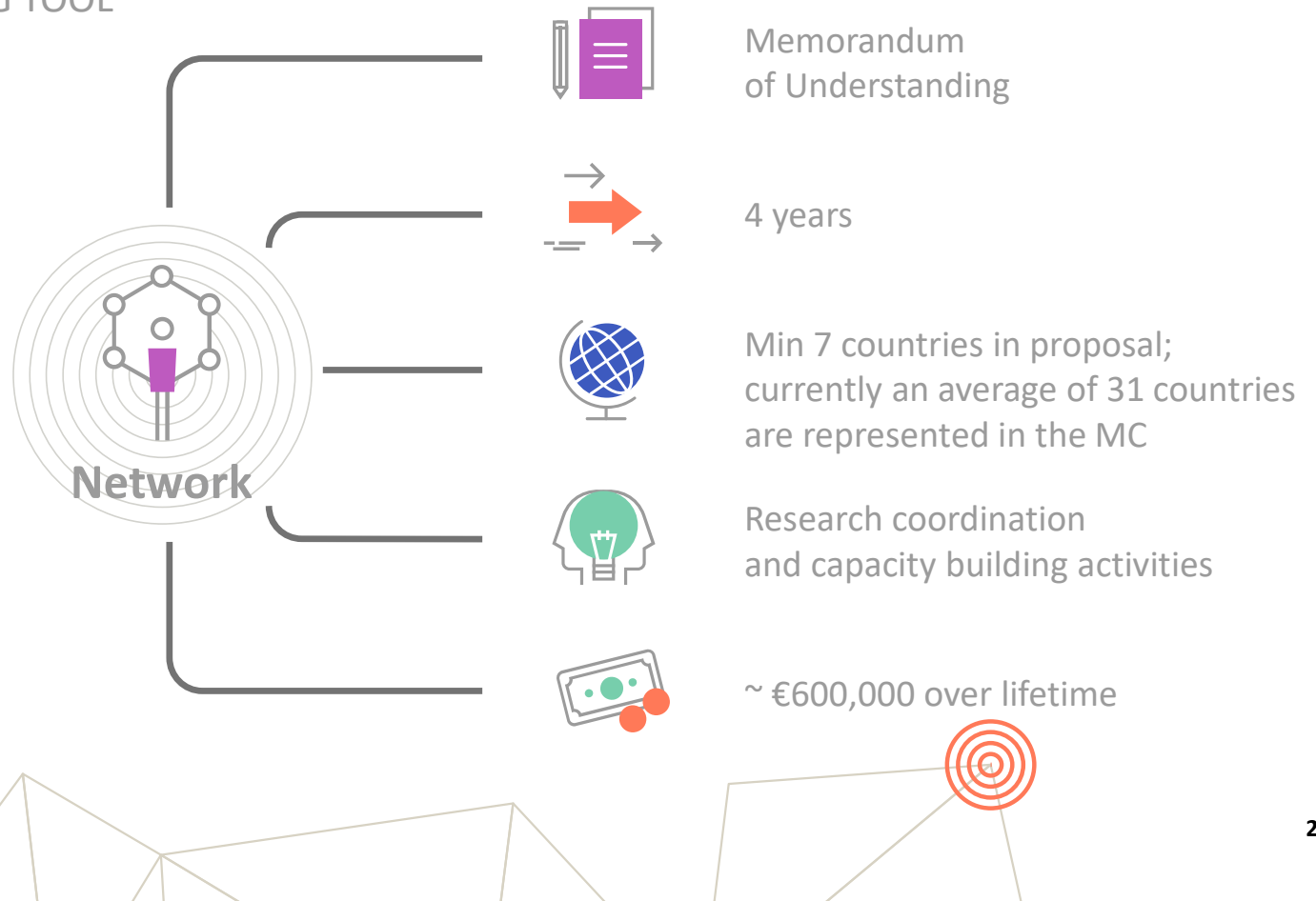


COST Actions

AN EFFICIENT NETWORKING TOOL

COST provides funding
for research coordination
and capacity building
activities

COST is not funding research
itself,
but pooling resources
and research results
by networking



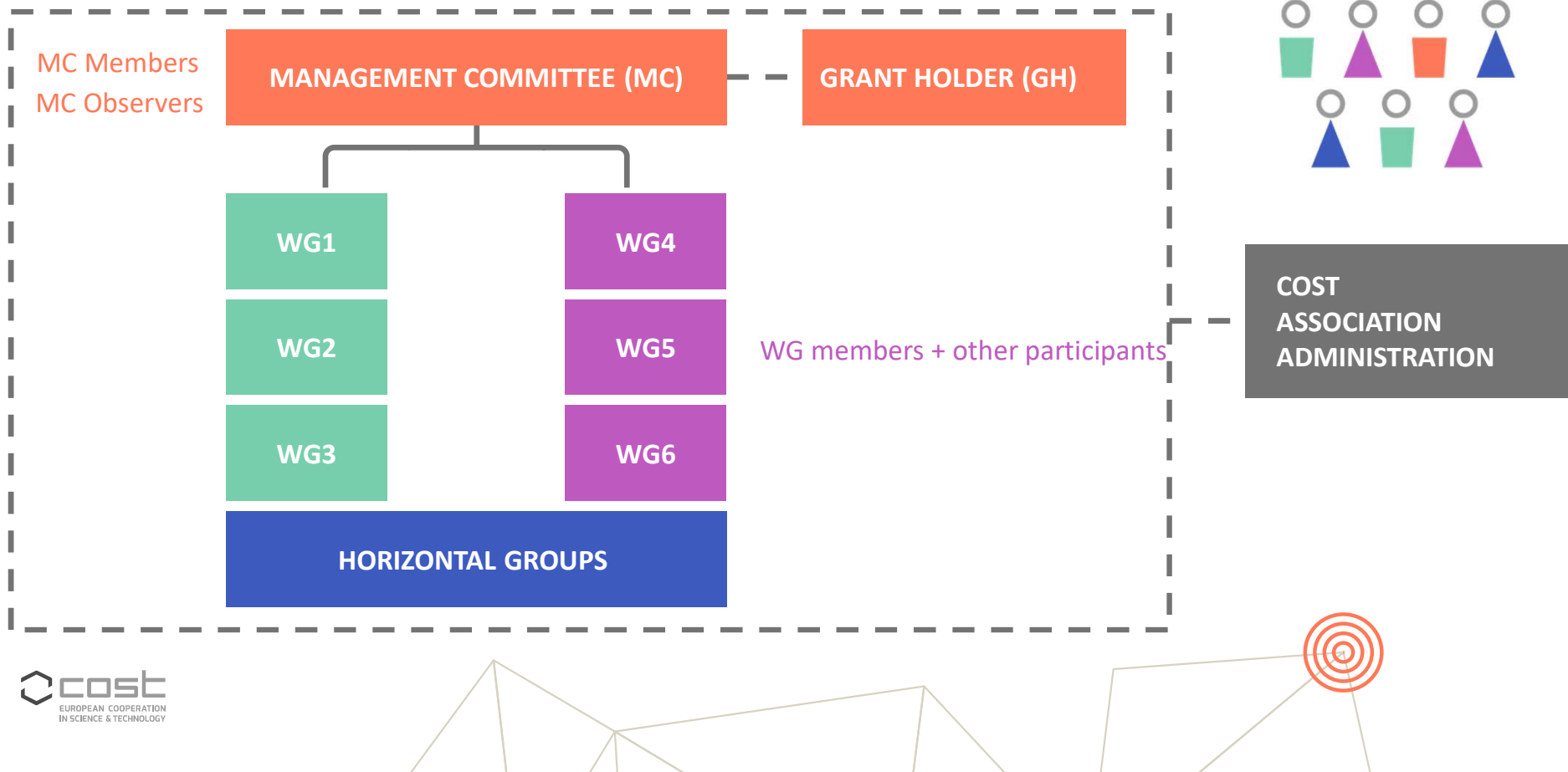


COST Action impact

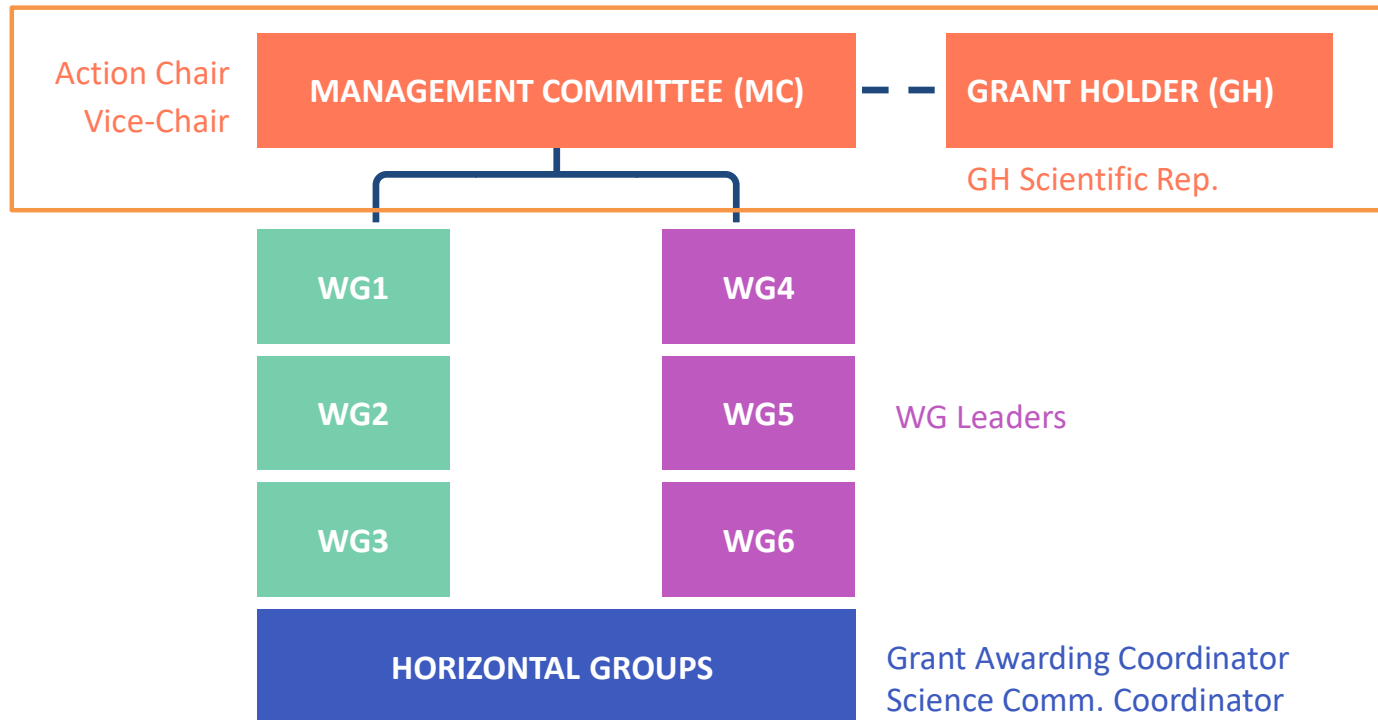
- In the course of the Actions, **co-publications** between active COST Action participants see an increase of about **55%** compared to general co-publications (data from Actions which ended 2015-2018)
- Initial data indicate that the “Action productivity bonus” last **at least 5 years beyond the duration of the Action**, but this might even be longer
- Spin-off research proposals to EU Framework Programmes have a **success rate of about 30%**, beating the general success rate almost threefold
- **88%** of researchers in COST Actions say that, in hindsight, participation in the Action led to **new professional opportunities**



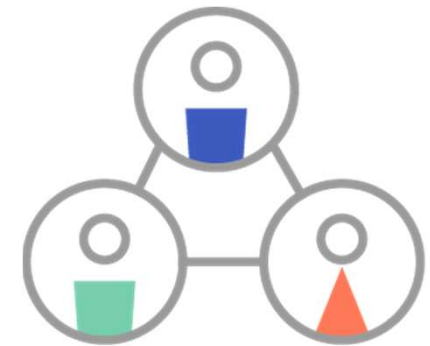
Action Structure and Participation



Leadership Positions and Core Group



Must be elected at MC1

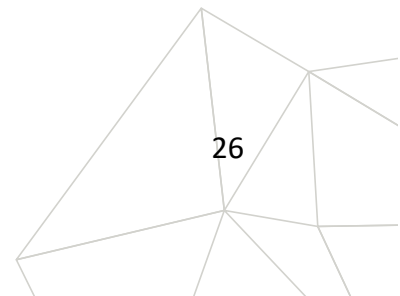


The Core Group is composed of all leadership positions

Management Committee Members



- **The Action Management Committee (MC)** is **the decision-making body**.
- Manage, vote and fulfil obligations regarding:
 - ✓ **Content:** achievement of MoU objectives and Work and Budget Plan, monitoring (Progress Reports)
 - ✓ **People:** MC members and Observers, Working Group Members, Leaders
 - ✓ **Processes** e.g. membership, grant awarding, Communication & Dissemination strategy
- Represent the COST Member State's national community of researchers and innovators on the Action's topic



Mandatory Leadership Positions



- **Chair**

- ✓ Responsible for the coordination and implementation of the Action

- **Vice Chair**

- ✓ Assists in the Chair and can be a substitute when required or mandated to do so

- **Grant Holder Scientific Representative (GHSR)**

- ✓ Representative at the MC of the legal entity responsible for the administrative and financial implementation of the COST Action

- **Working Group Leaders**

- ✓ Coordinate the WGs defined by the Action

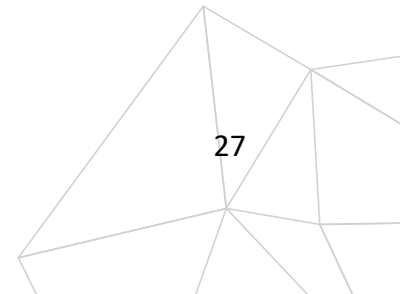
- **Grant Awarding Coordinator**

- ✓ Responsible of Grant awarding process

- **Science Communication Coordinator**

- ✓ Responsible of the Action dissemination and communication

**CORE GROUP
(CG)**



WG members

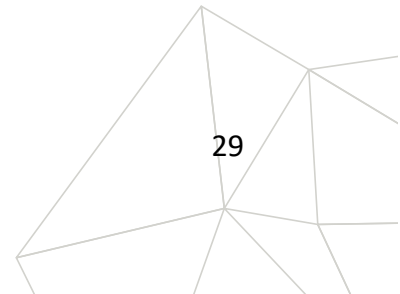


- Contribute to the realisation of the Action's objectives (active participation)
- An individual with an affiliation in a legal entity **anywhere in the world** approved by the Management Committee (via e-COST)

Note: Working Group members application



- Apply via the COST website (important: MC members as well!)
 - ✓ WG preference, Scientific Background, Motivation, WG contribution
- Approved applications can be managed via e-COST
 - ✓ Action MC must decide within 3 months (after start of the Action)
- Approved WG members will appear on the Action page of the COST website



<https://www.cost.eu/actions/CA22123/#tabs+Name:Working%20Groups%20and%20Membership>



CA22123 - European Materials Acceleration Center for Energy (EU-MACE)

Downloads

[Home](#) > [Browse Actions](#) > European Materials Acceleration Center for Energy (EU-MACE)

Description

Management Committee

Main Contacts and Leadership

Working Groups and Membership

Working Groups

Number	Title	Leader
1	Perovskites	TBA
2	Metallic Alloys	TBA
3	New Materials	TBA
4	Training	TBA
5	Dissemination, Communication & Promotion	TBA

Express your interest to join any of the working groups by applying below.

It is required to have an e-COST profile to submit your application. If needed, [create it first](#) and then click 'Apply'.

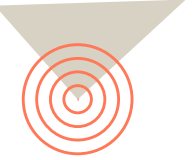
Apply

Action Details

- MoU - 033/23
- CSO Approval date - 12/05/2023
- Start date - 03/10/2023
- End date - 02/10/2027

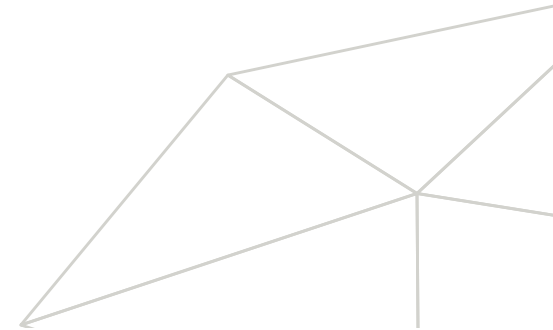
How can I participate?

- Read the Project Description [MoU](#)
- Inform the Main Proposer/Chair of your interest ([email](#))
- [Apply](#) to join your Working Groups of interest
- Please note, Management Committee nominations are carried out through the [COST National Contact Points](#)

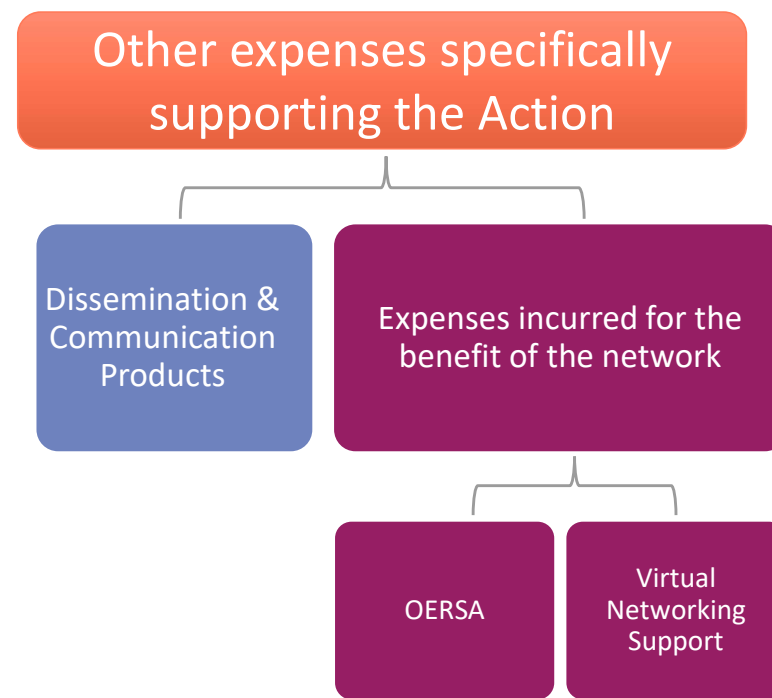
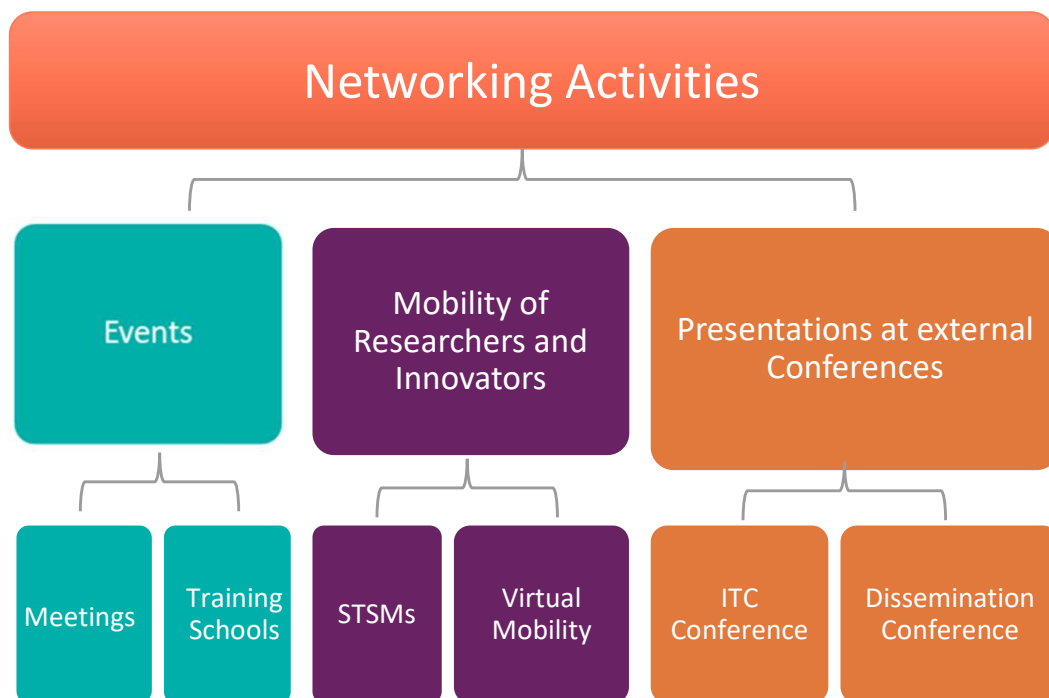


COST Actions:

What can be funded?



What can be funded by COST?



Eligibility to receive funding

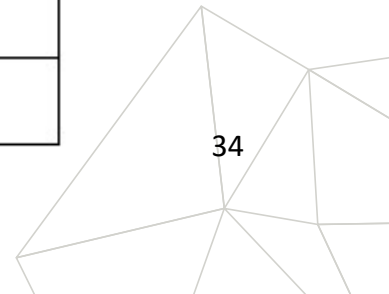
Affiliation to		Meetings		Training Schools			Other networking activities	
		Invited individual	Local Organiser	Trainer	Trainee	Local Organiser	ITC Conf Grant*	All others
COST Members	Legal entity in COST F/C Member	✓	✓	✓	✓	✓	✓	✓
	Legal entity in CPM	At COST Partner Member's costs (dedicated budget line)						
Specific Organisations	EC/EU	At EC, EU body, office or agency cost (minimisation of cascade funding)						
	Eur. RTD Org.	✓	✓	✓	✓	✓	✗	✓
	IO	Once in the lifetime of the Action	✗	✓	✗	✗	✗	✗
NNC	Legal entity in a NNC	✓	✓	✓	✓	✓	✓	✓
IPC / Third States	Legal entity in an IPC	Once in the lifetime of the Action	✗	✓	✗	✗	✗	✗

* ITC Conference Grants are limited to Young researchers and innovators from COST Inclusiveness Target Countries and NNC.

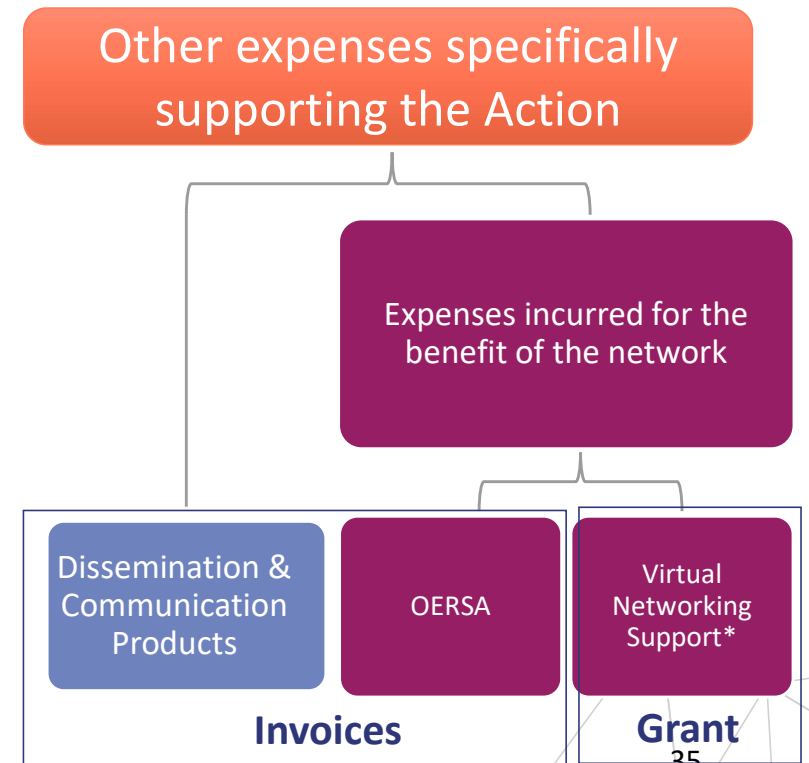
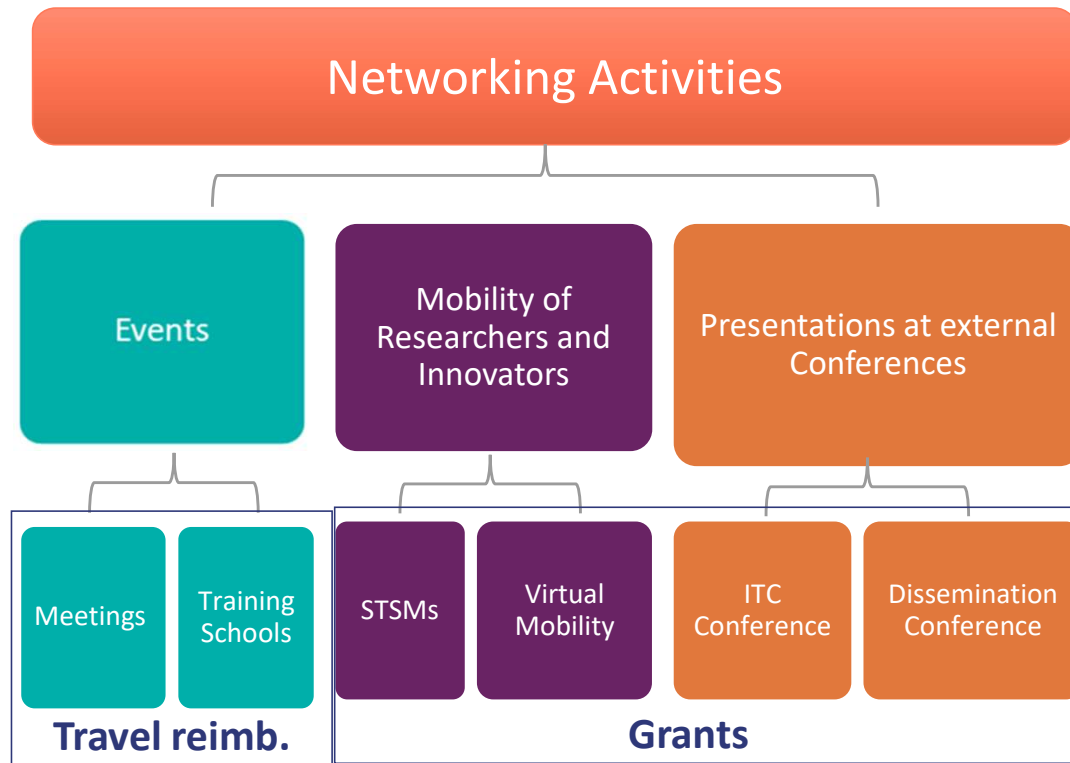
Location of Activities



		Meetings	Training Schools and other networking activities
Virtual Environment		✓	✓
COST Members	Full or Cooperating Members	✓	✓
	Partner Member	✗	✓
NNC		✓	✓
IPC/Third State		✗	✓
Specific Organisations		Rule applicable to territory where it is vested	



Reimbursement modalities



Travel Reimbursement rules

Daily allowance (DA) covers:

- Hotel
- Meals
- Short distance travel (≤ 100 km one way)

Based on:

- Location (meeting country)
- Travel times

No invoice required

Long distance travel (>100 km one way) covers total travel expenses up to a maximum of 1500 EUR round trip

- Train, bus
- Plane
- Ferry
- Car – limited to 2000 km, 0.35 €/km

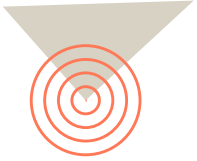
Others:

- Visa costs
- Travel cancellation insurance

Travel supporting documents required

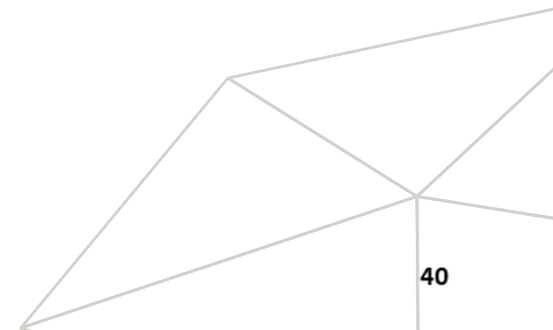


Frequent Asked Questions from Participants



1. I will travel from another country to the Meeting/Training School AND/OR from the event I am going to a conference in another country. Can I be reimbursed?
2. I will arrive few days before the Meeting/Training School AND/OR I will leave few days after the event. Can I be reimbursed?

- The answer to both questions is: **YES.**



- ✓ Daily Allowance is based on the country of the event (Meeting or Training School)
- ✓ MC can decide to lower the amount of the DA
- ✓ Training Schools: trainers and trainees can have different DA

Country	Daily allowance
Albania	180
Austria	199
Belgium	220
Bosnia and Herzegovina	195
Bulgaria	191
Croatia	191
Cyprus	204
Czech Republic	191
Denmark	209
Estonia	192
Finland	207
France	195
Georgia	191
Germany	212
Greece	193
Hungary	191
Iceland	207
Ireland	211
Israel	195
Italy	201
Latvia	191
Lithuania	182
Luxembourg	205
Malta	193
Moldova	180
Montenegro	182
Netherlands	211
Norway	214
Poland	194
Portugal	195
Romania	187
Serbia	191
Slovakia	189
Slovenia	187
Spain	192
Sweden	199
Switzerland	209
Republic of North Macedonia	191
Turkey	191
Ukraine	191
United Kingdom	222
Any other country	222

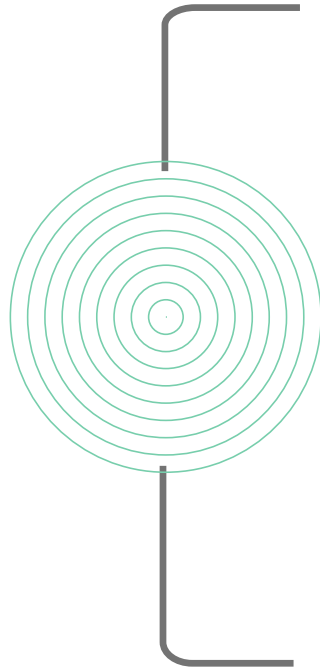


Local Organiser Support (LOS) Grant



Grant parameters:

- Format of meeting (F2F, Hybrid or Virtual)
- Number of **unique** attendees
- Duration

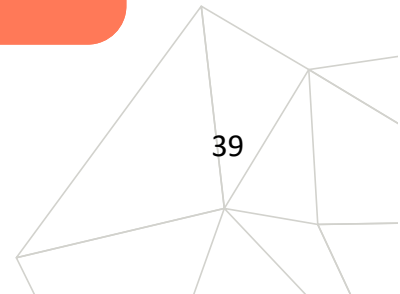


e-COST invitation to all attendees (regardless of eligibility)

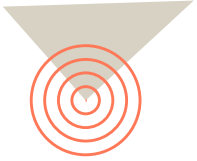
Daily attendance list signed daily

Virtual meeting log as generated from virtual platform (e.g. Zoom, Teams, etc)

No invoice required



Short-term scientific missions (STSM)



WHERE:

To a host organization located in a **different** country than the country of affiliation

Grant AMOUNT:

(Up to 4000 EUR)
Paid after report approval
(after the STSM)

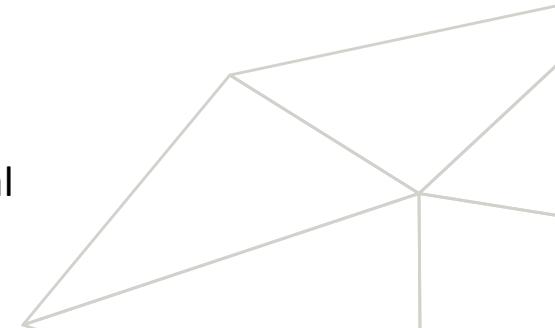
ITC or Dissemination Conference Grants

WHERE:

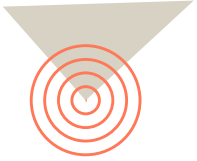
To high-level conference
**not organised by the
Action itself**

Grant AMOUNT:

(Up to 2000 EUR) or 500
EUR (virtual)
Paid after report approval



Virtual mobility grant



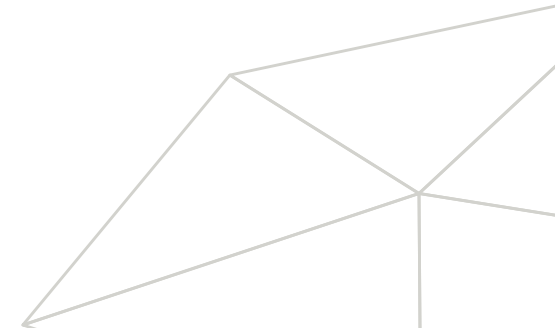
WHAT:

A collaboration in a virtual setting among Action researchers or innovators to exchange knowledge, learn new techniques, etc.

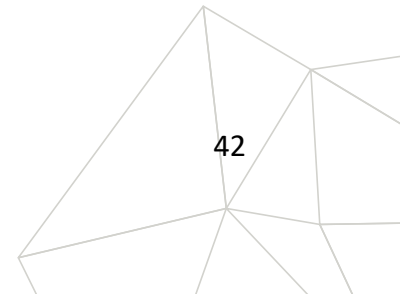
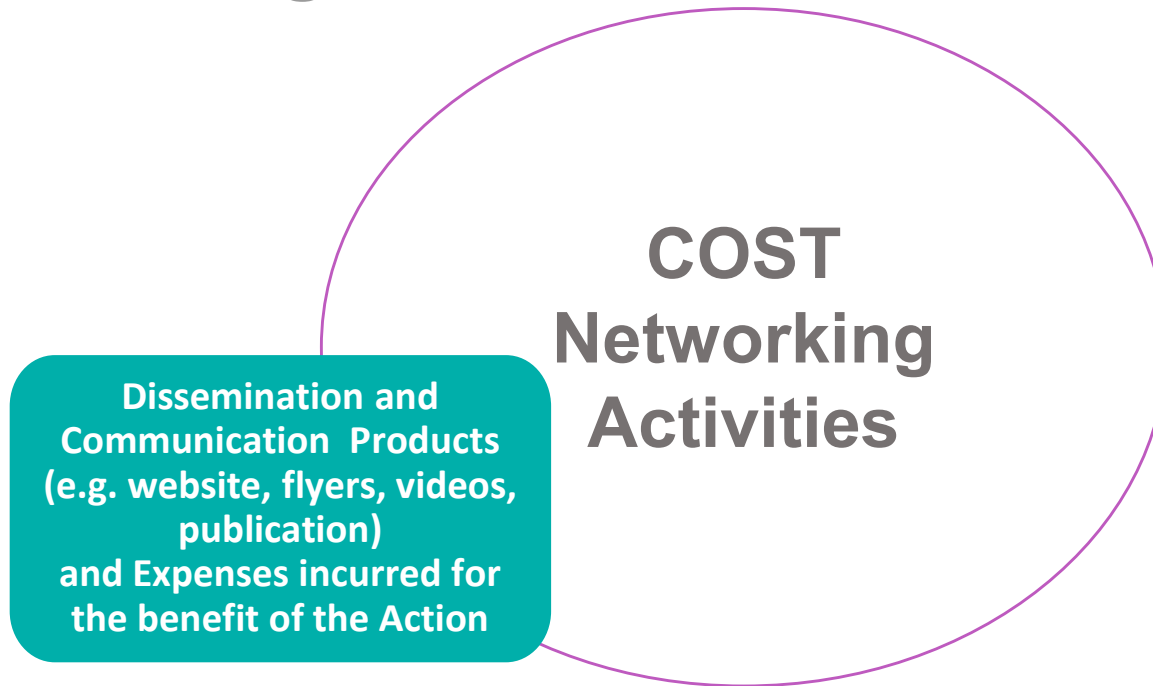
Grant AMOUNT:

Up to 1500 EUR
Paid after report approval

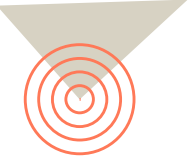
***All activities must take place within a Grant Period**



**Payment based on receipts and invoices;
VAT is not eligible**



Double funding

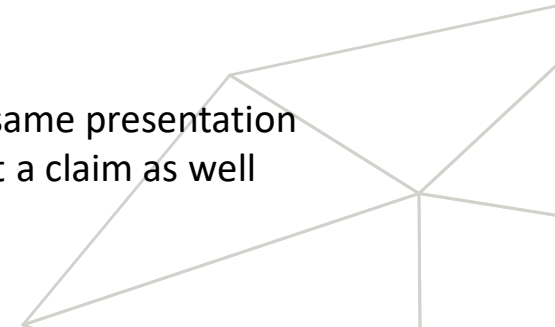


1. Principle:

- Double funding is not permitted
- Participants shall declare that they will not receive reimbursement or any allowance from a third party to support their attendance at the approved COST activity for which they are submitting a claim

2. Examples:

- Double funding occurs when:
 - DA exceeds 100% when participating in a Meeting followed by a TS
 - A participant applies for an ITC CG for 2 different Actions and present the same presentation
 - Your institution or university pays for your travel expenses, and you submit a claim as well



Co-located Meeting & Training School

Tips to avoid exceeding 100% DA

Meeting 18-19 April

When did you ARRIVE back home?

The answer will be 19 April at 11:00 > the daily allowance will be calculated as 20% * daily allowance rate.

Training School 20-21 April

When did you LEAVE home?

The answer will be 19 April at 20:00 > the daily allowance will be calculated as 80% * daily allowance rate.

The total DA for the day 19/04 shall not exceed 100%.

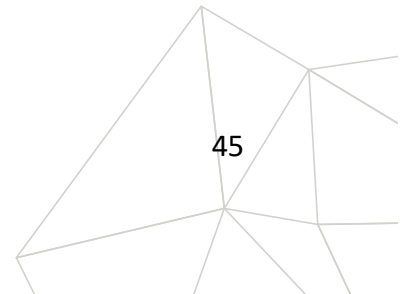


Clarification of affiliation

Any form of recognised relationship between the individual and a legal entity.

Examples:

- A work contract;
- Enrolment in a research performing study programme (for example, PhD or Post-Doctoral programme);
- Voluntary service in a NGO;
- Emeritus professorship.

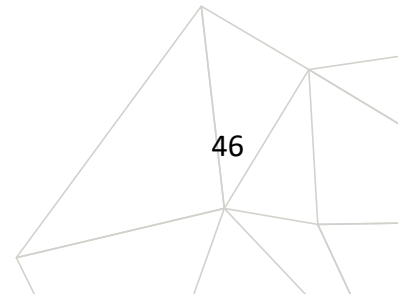


COST Actions and GDPR

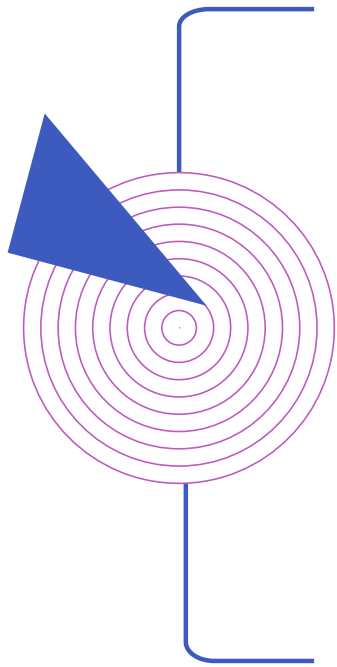


- General Data Protection Regulation (GDPR)
- Protection of natural persons with regard to the processing of **personal data**
- **Pay attention to:**
 - ✓ Photos taken and videos made during COST Action meetings and events
 - ✓ Contact details for newsletter and website
 - ✓ Publications of personal data on the website (e.g. ad-hoc contributors' names and emails addresses, pictures of events...)

- Provide clear information on the purpose of collection and processing
- Request consent



Local Organiser Support (LOS) Grant

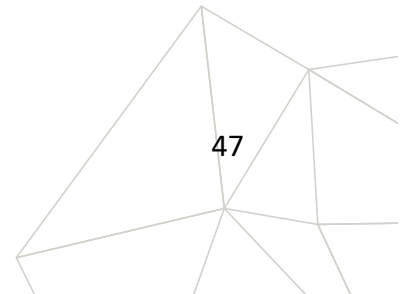


Face to face events

Ex. Rental for rooms, Refreshments, Collective bus transfer to event venue, Admin support, etc...

Virtual events

Ex. technical hosting, pre/post-event recordings, etc...



Local Organiser Support (LOS) Grant

Level of grant depends on:

- Format of meeting (F2F, Hybrid, or Virtual)
- Number of **unique** attendees > invited via eCOST
- Duration of event

Ex.:

- Local Organiser Support grant amount for **face-to-face** and hybrid meetings;

Total unique participants for the entire duration of the event	LOS grant for a COST face to face / hybrid event lasting:		
	1 day	2 days	3 days or more
Min.1–max. 25 participants	EUR 1.000	EUR 2.000	EUR 3.500
26-50 participants	EUR 2.000	EUR 4.000	EUR 6.000
51-100 participants	EUR 4.000	EUR 6.000	EUR 8.500
101-200 participants	EUR 6.000	EUR 8.500	EUR 10.000

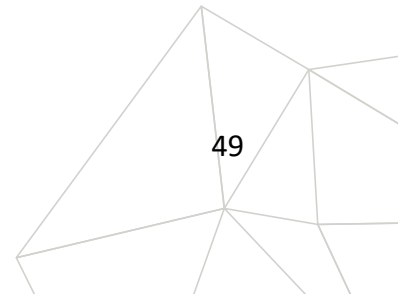
Clarification of affiliation

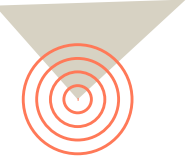


Any form of recognised relationship between the individual and a legal entity.

Examples:

- A work contract;
- Enrolment in a research performing study programme (for example, PhD or Post-Doctoral programme);
- Voluntary service in a NGO;
- Emeritus professorship.

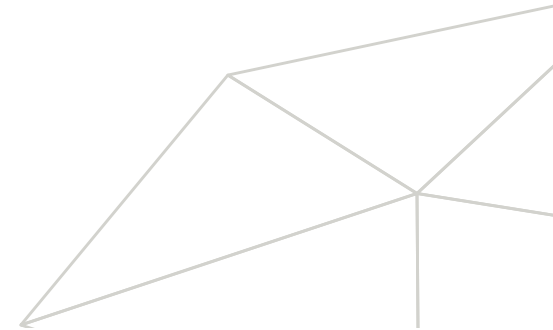




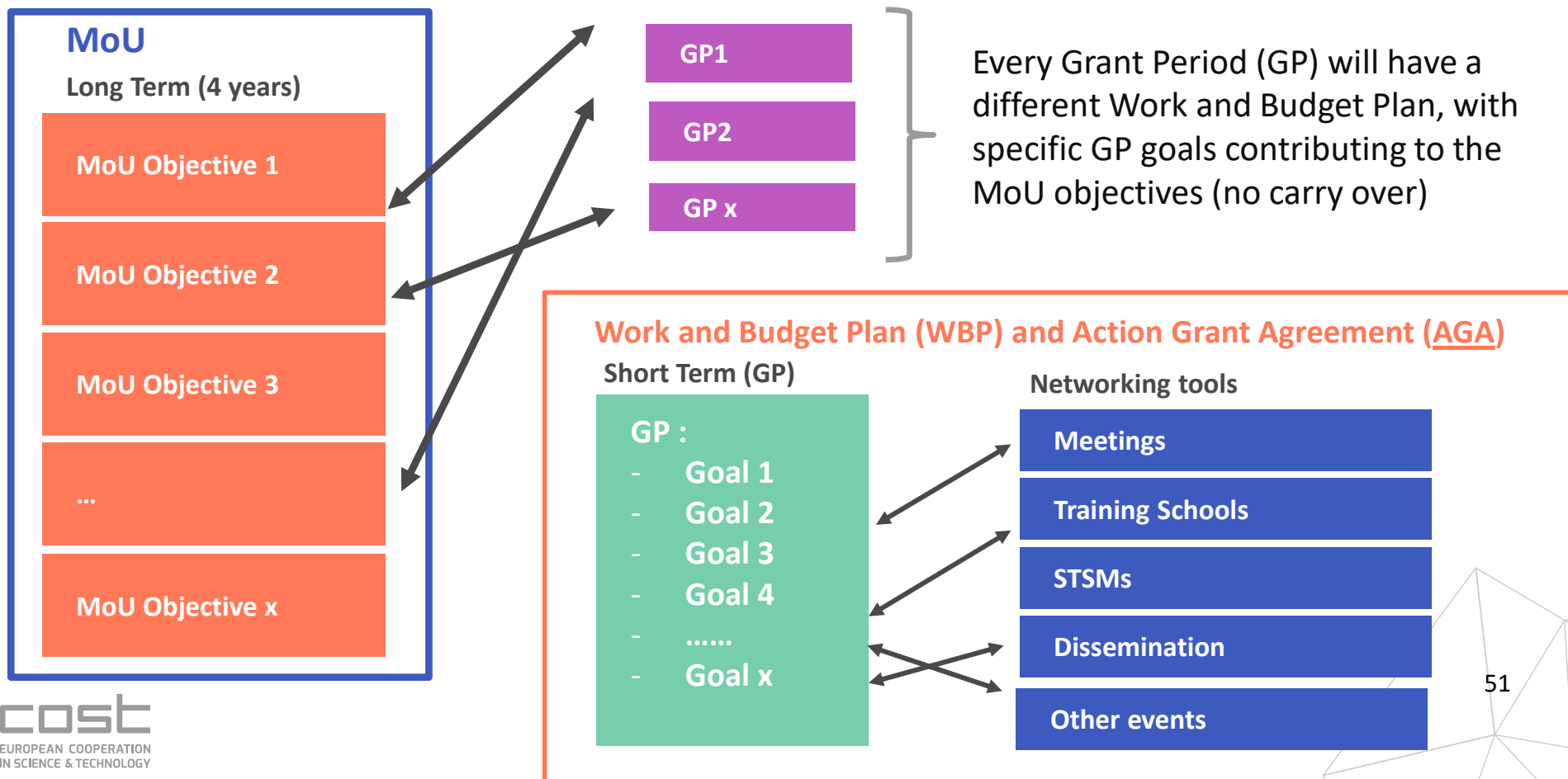
COST Actions:

Grant Periods

Work and Budget Plan

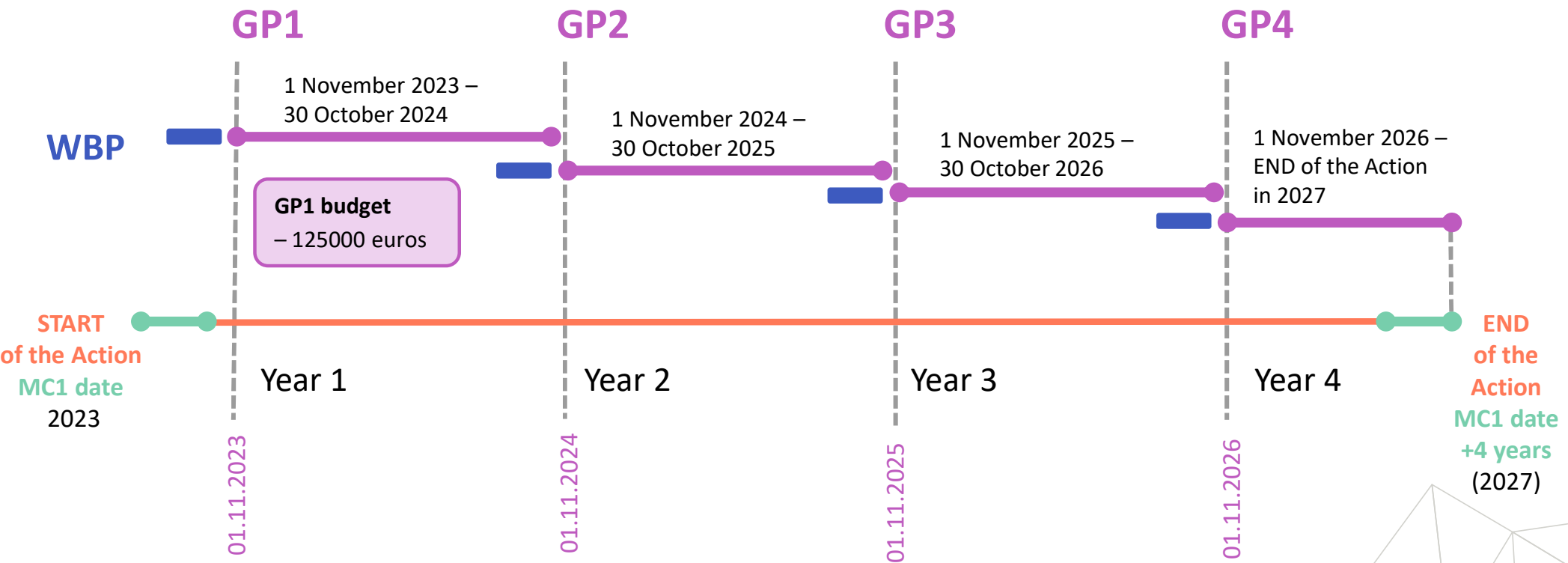


MoU and Work and Budget Plan

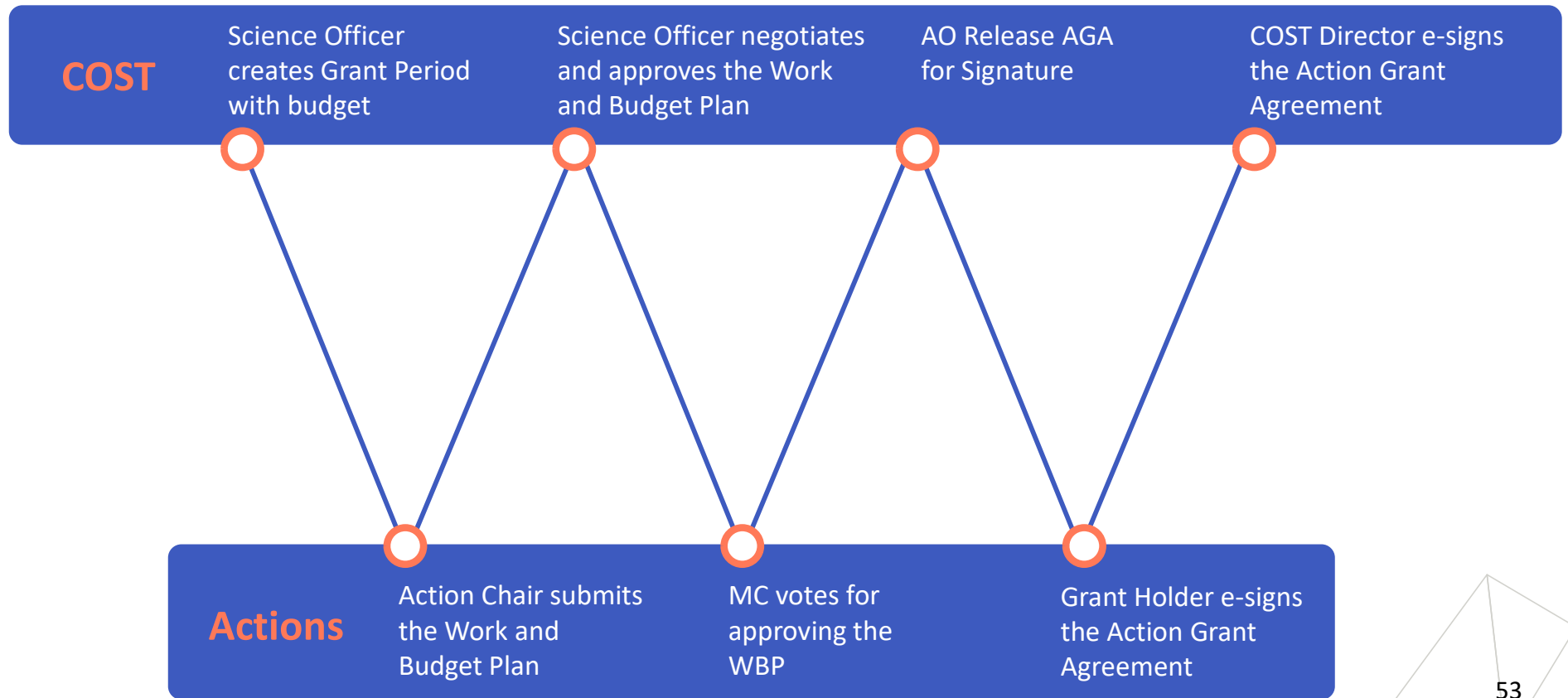


Grant Periods and budgets

No Budget carry-over from one GP to the following one



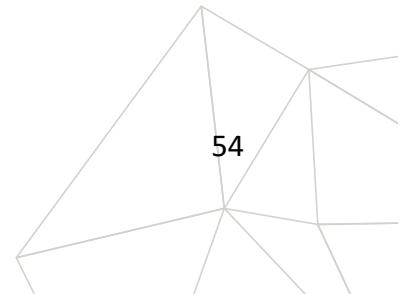
Action Grant Agreement and the Work and Budget Plan



2 things you need to
guide your COST
Action...



- 1** MoU-Memorandum of Understanding
- 2** the COST Annotated Rules



Questions



Action Chair candidate

Presentation of the Action



Group Photo and Break
We resume at 11:40

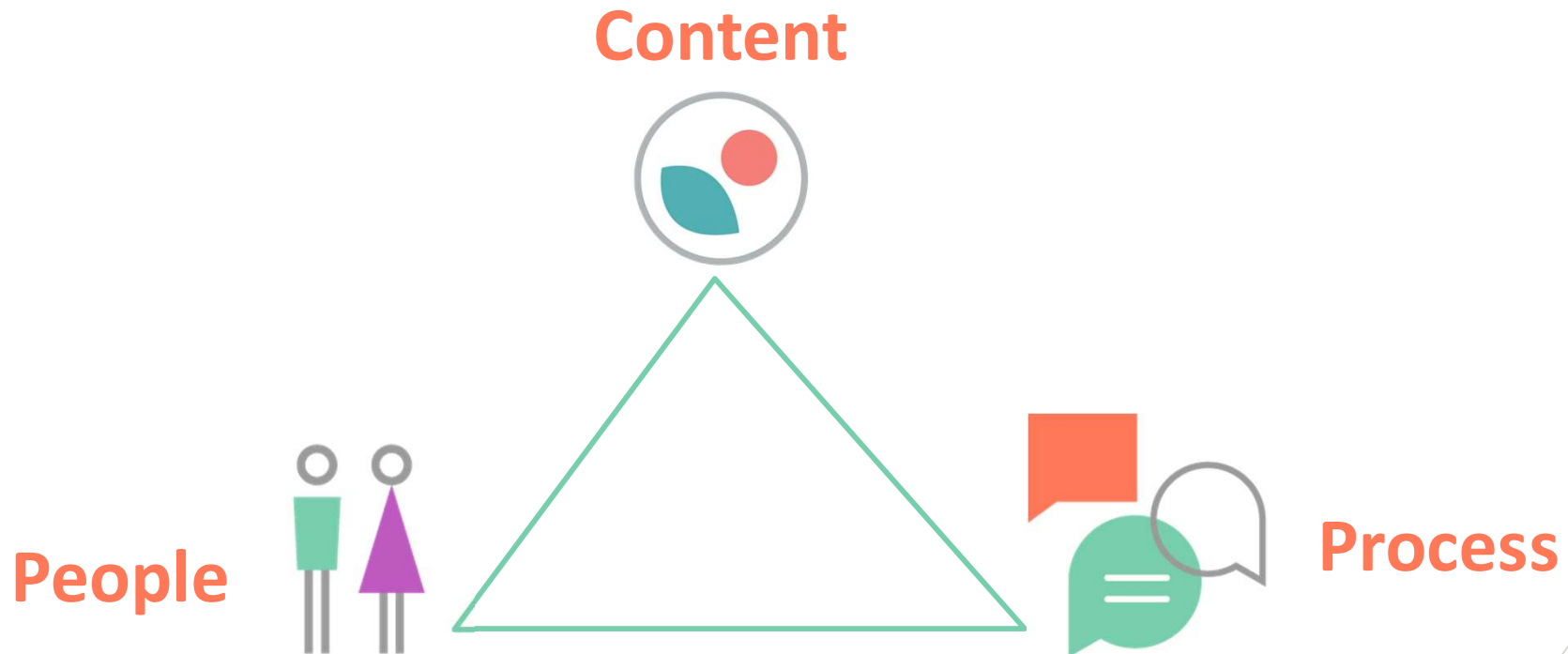


Planning for success with a COST Action Café

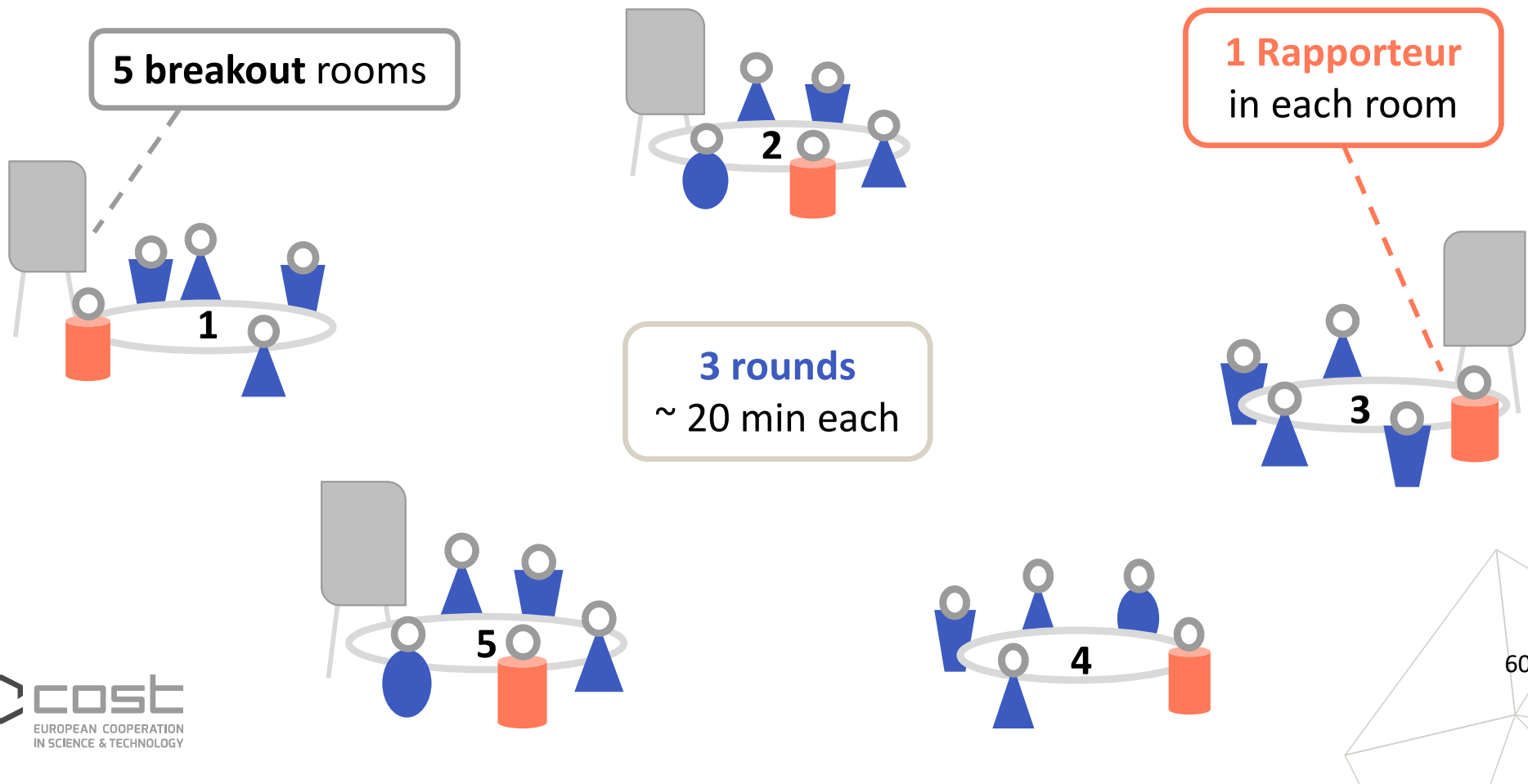
Let's get to work!



Key ingredients for a successful COST Action



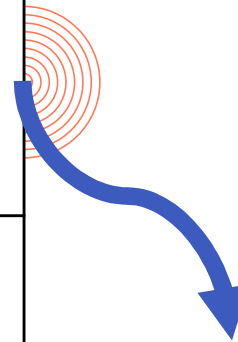
Structured Discussion: COST Action Café



Template for the break-out rooms



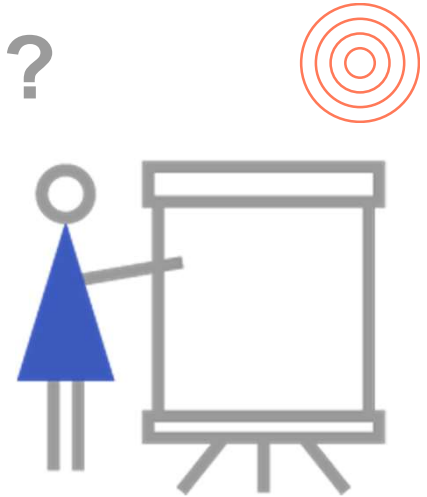
Action Number:
Room Title:
Rapporteur(s)
Meeting Participants interested in contributing to the topic: <i>(Only for the groups discussing Grant Awarding, Science Communication plan and Stakeholder Engagement – WGs information on the e-COST platform.)</i>
What is our main goal?
How can we achieve it?
Which resources do we needed: <i>e.g. budget, use of networking tools, different expertise etc.)</i>
What are the next steps:



If you don't have the chance to visit the group – please communicate your interest to the Rapporteur

What will be the topics in each room?

1. Task 1 – *Expert and MAP lists*
2. Task 2 (4) – Materials Integration (+ 1st workshop)
3. Task 3 (or Task 10) – Sustainability (or WG membership)
4. Task 5 & 6 (WG4) – Training school & ERASMUS+
5. Task 9 (WG3) – New Materials

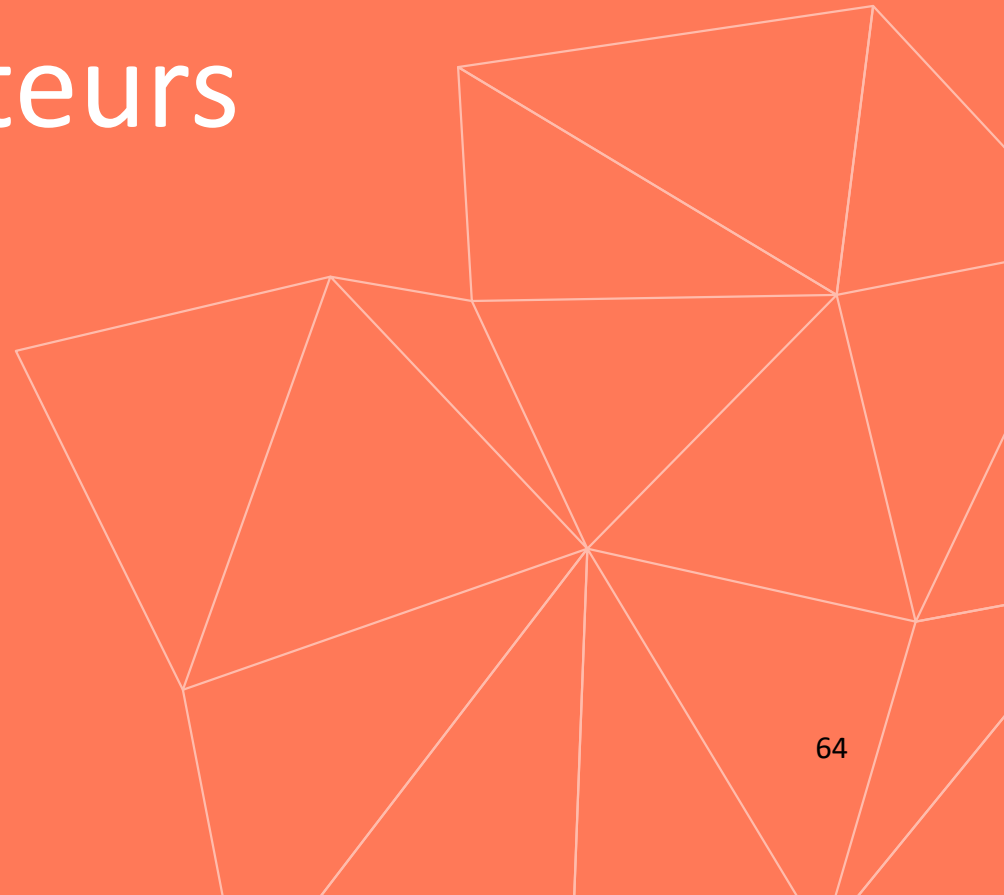




No	Room Topic	Rapporteur
1	Task 1 – <i>Expert and MAP lists</i>	H. Stein and/or J. Jasinski
2	Task 2 (4) – Materials Integration (+ 1 st workshop)	K. Malek and/or H. Ihssen (+ S. Nakamae or M. Fabrizio)
3	Task 3 (or Task 10) – Sustainability (or WG membership)	M. Fabrizio (or S. Nakamae)
4	Task 5 & 6 (WG4) – Training school & ERASMUS+	D. Lacroix
5	Task 9 (WG3) – New Materials	A. Bieberle or A. P. Sanjuan

Next steps

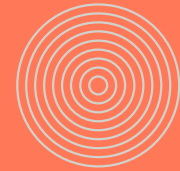
Debrief by Rapporteurs





No	Room Topic	Rapporteur
1	Task 1 – <i>Expert and MAP lists</i>	H. Stein and/or J. Jasinski
2	Task 2 (4) – Materials Integration (+ 1 st workshop)	K. Malek and/or H. Ihssen (+ S. Nakamae or M. Fabrizio)
3	Task 3 (or Task 10) – Sustainability (or WG membership)	M. Fabrizio (or S. Nakamae)
4	Task 5 & 6 (WG4) – Training school & ERASMUS+	D. Lacroix
5	Task 9 (WG3) – New Materials	A. Bieberle or A. P. Sanjuan

Lunch break
We resume at 14:15



Action Chair, Vice Chair and Grant Holder Scientific Representative

Elections

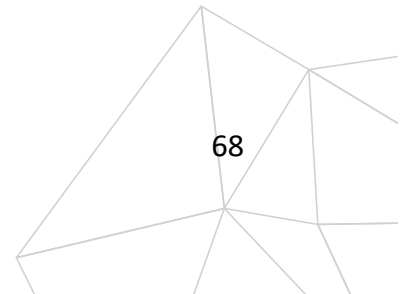
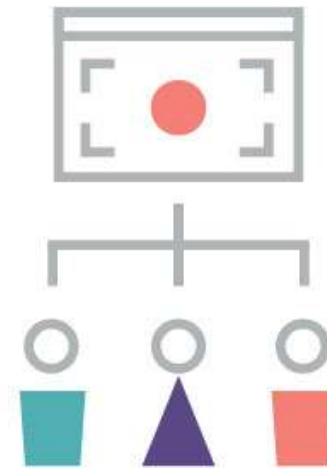


COST Action MC Decision Making



MC MEETINGS

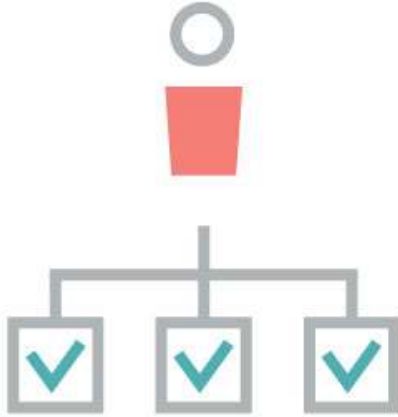
- Minimum once a year.
- Typical duration ½ day.
- Decisions only valid if at least 2/3 of the COST Countries represented in the MC are present.
- Simple majority vote of MC Members with one vote per COST Country represented at the MC.
- MC decision must be minuted and sent to COST Association.



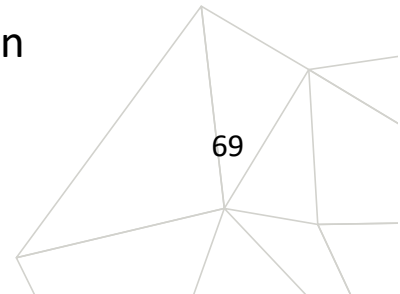
COST Action MC Decision Making



E-VOTE (in e-COST)



- Initiated and managed by the MC Chair (or Vice Chair if applicable)
- All MC members are automatically included.
- Vote open (7 days).
- Simple majority vote of MC Members with one vote per COST Country represented at the MC
- Abstention means tacit approval.
- MC decision automatically recorded in e-COST.



Quorum

One vote per country

Must be done at every MC meeting!

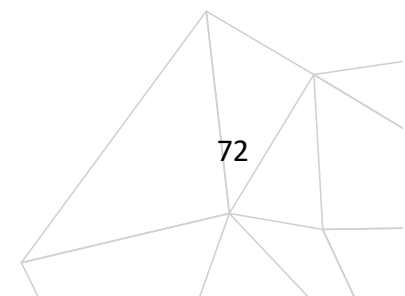
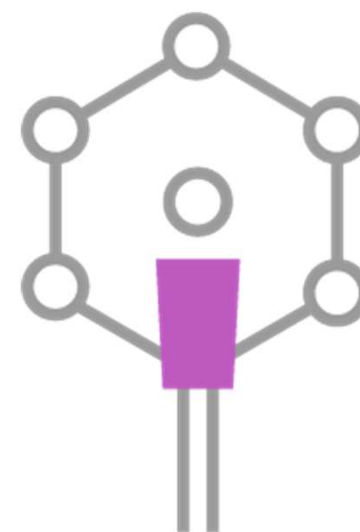


The background is a solid orange color. In the top right corner, there is a set of concentric circles. In the bottom left corner, there is another set of concentric circles. On the right side, there is a large, complex geometric pattern made of thin white lines forming various triangles and polygons.

Please sit with your country colleague before
voting starts

What are you voting for:

- The **Action Chair** is responsible for the coordination and implementation of the Action.
- The **Vice Chair** assists in these activities where requested to do so by the Action Chair and can substitute for the Action Chair when required or mandated to do so.
- **Grant Holder Scientific Representative. Grant Holder** is the legal entity responsible for the administrative and financial implementation of the COST Action.



MC discussion and decisions

Elected Action Chair



Action Structure

Elected Action Chair



Leadership Positions



Mandatory Leadership Positions



- **Chair**

- ✓ responsible for the coordination and implementation of the Action

- **Vice Chair**

- ✓ assists in the Chair and can be a substitute when required or mandated to do so

- **Grant Holder Scientific Representative (GHSR)**

- ✓ representative at the MC of the legal entity responsible for the administrative and financial implementation of the COST Action

- **Working Group Leaders**

- ✓ coordinate the WGs defined by the Action

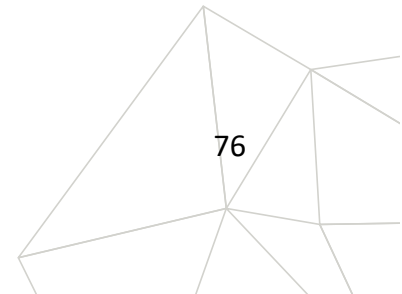
- **Grant Awarding Coordinator**

- ✓ Responsible of Grant awarding process

- **Science Communication Coordinator**

- ✓ responsible of the Action dissemination and communication

**CORE GROUP
(CG)**

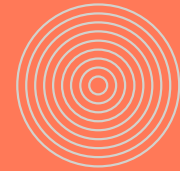


Please sit with your country colleague before
voting starts



Draft agreement on internal working methods

Elected Action Chair

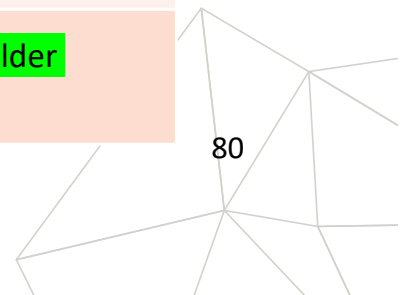


Decision		Delegation
Action participation	Approve applications to WG membership.	Core Group
	Selection criteria.	
Grants (STSMs, ITC CGs, VM)	To agree on the evaluation and selection criteria.	Grant Awarding Coordinator (+Core Group)
	To agree on the evaluation committee composition (if any).	
	To issue calls for Grants.	
	To pre-select eligible candidates.	
	To organize the evaluation and ranking of applications.	
	To evaluate the received applications against the agreed evaluation criteria.	
	Approve the applications and decide on the amount of each grant.	





Decision		Delegation
Organising Events (Meetings, Workshops, Training Schools...)	Decide on invitees and list of reimbursed participants in meetings and trainers in the TS.	Core Group supported by the Local Organiser
	Decide on the final program (e.g. talks, posters).	
	To decide on logistics of the venue, schedule, and social events of the respective meeting/training school, respecting the allocated budget for LOS (Local Organiser Support).	
Administrative and budget related decisions	To reallocate unspent budget (<10.000 eur) in activities included in the WBP or new.	Core Group
	Cancel invitations not answered in the period agreed by the MC (suggested 15 days).	Action Chair - Grant Holder Manager



Draft agreement on the short-term Grant Period goals

Support to Draft Work and Budget Plan

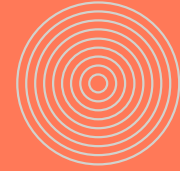
Elected Action Chair



Proposal for WBP

Next Grant Period

Elected Action Chair



Next Meeting details

Elected Action Chair

