



China in Europe Research Network (CHERN) - CA 18215

ITC Conference Grants

Goals and objectives

The Conference Grants support PhD students, PhD candidates and Early Career Investigators (ECI) with a primary affiliation in an institution located in an Inclusiveness Target Country (ITC)¹ participating in the CHERN Action. Aligned with the objectives of CHERN-CA18215 (c.f. the [Memorandum of Understanding](#)), the goal is to foster the career development of junior scholars through networking, training and integration into ongoing research collaborations.

Eligibility

The call is open to all social scientific disciplines and fields of research, but closely related to the CHERN objectives. Junior scholars as defined above and employed in an institution located in an ITC are eligible to apply under the following conditions:

- The applicant must be accepted for an oral/poster presentation at the conference in question; at the time of application this can be confirmed by the accepted abstract for the conference.
- The applicant must be listed in the official conference programme; at the time of application this can be confirmed by an acceptance letter from the conference.
- The main subject of the conference (paper) presentation must relate to the topic of the Action and preferably be linked to the [Working Group themes of the CHERN Action](#).
- The conference presentation (e.g. publications/conference proceedings, PowerPoints, etc.) must acknowledge COST (as specified in the [Vademecum](#) and [COST visual identity guidelines](#)), i.e., include a reference to CA18215-CHERN, COST logos according to the visual identity guidelines, acknowledge the support of EU funding with the EU emblem with accompanying sentence etc.

¹ Albania, Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Hungary, the North Republic of Macedonia, Latvia, Lithuania, Luxembourg, Malta, the Republic of Moldova, Montenegro, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Turkey ([Vademecum](#), p. 8).

Funding and Budgeting

A detailed budget must be provided in the proposal. Budgeted expenses must be justified and related to the proposed activities. The ITC Conference Grant offers a fixed financial contribution which takes into consideration the budget request of the applicant and the outcome of the evaluation of the application by the delegated person(s). ITC Conference Grants do not necessarily cover all the expenses related to participating in a given conference². A Conference Grant is a contribution to the overall travel, accommodation and meal expenses of the Grantee.

The calculation of the financial contribution for each Grant must respect the following criteria:

- Up to a maximum of EUR 2 500 in total can be afforded to each successful applicant.
- Up to a maximum of EUR 160 per day can be afforded for accommodation and meal expenses.
- Up to a maximum of EUR 500 can be claimed for the conference fees to be incurred by the selected Grantee (including online conferences); visa or membership fees will not be covered by the Grant.
- In addition, when meal and accommodation expenses are supported by the hosting institution as part of the provisions offered in their conference package, the amount for subsistence afforded to each eligible participant must be deducted from the Grant.
- To obtain the reimbursement:
 - documentary evidence of the conference fee amount must be provided by the applicant and in kind, must be archived by the Grantee along with the relevant administrative documents,
 - Certificate of attendance should be provided,
 - Short blog for the CHERN website (500-1000 words) must be submitted.

NB: As the Covid-19 pandemic and lockdowns may temporarily prohibit travelling and many conferences are held online, in the case of an online conference, the Conference Grant will only cover the conference fees up to the stated maximum.

Application

Applications shall be submitted in electronic format as one single pdf document to the ITC Conference Grant Coordinator, Anna Lupina-Wegener (anna.lupina-wegener@heig-vd.ch).

The application should include the following elements:

Information on the conference:

- Name, location and date of the conference.
- Conference website.
- Travel dates.

² Multiple applications to several Actions by the same person to attend the same conference is strictly forbidden and may lead to the cancellation of the Grant.

- Intended contribution to the conference: title and type of the presentation, and co-authors if applicable, including how COST and CHERN will be referenced.
- Official presentation acceptance to the conference, however:
 - application for the ITC Conference Grant can be submitted before the official presentation acceptance;
 - in such case upon the Grant application, an applicant will submit an abstract of the presentation instead of the letter, which can be provided later on.

Demonstration of the conference contribution to (up to 1 page):

- Grantees' research aims.
- Advancement of career development through networking, training, and/or integration into research collaborations.
- Support to CHERN COST ACTION in achieving its scientific objectives.

Detailed budget estimation & the planned communication strategy of COST, CHERN and EU funding: see Funding and Budgeting, above.

Evaluation and selection

Applications will be assessed by an evaluation panel, i.e. the ITC Grant Coordinator and the WG leaders through a mandate of the action MC. The evaluation is based on the following criteria:

- Scientific quality.
- Contribution of the participation to the Grantee's career development.
- Contribution of the participation to CHERN in achieving its objectives.
- Contribution of the participation to the visibility of CHERN, COST and EU funding (i.e., how the Grant will be mentioned, whether the reference will be included in social media posts etc.)

Timeline:

- Applications can be submitted at least 6 weeks before the conference.
- Decision will be communicated to the applicant within 3 weeks.

Contact

CHERN ITC Conference Grant Coordinator

Anna Lupina-Wegener

anna.lupina-wegener@heig-vd.ch

+41 (0) 76 81 16 53