

Growing
ideas
through
networks

How to prepare a COST proposal

COST Information session May 4th, 2021
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of the European Union

COST Open Call

- Open to all scientific and technological (S&T) fields (**bottom-up**) and all type of institutions (academia, private, public,...)
- Promote scientific, technological, economic, cultural and societal **innovation** in Europe (Impact)
- **Reduce the gap** between scientists, policy makers and society in Europe & beyond

COST Actions aim at

- **Promoting** the creation, exchange and application of **scientific knowledge**
- Being **open** and **output oriented**
- Responding to COST **Excellence** and **Inclusiveness** Policy :
 - ✓ **Geographical balance**
 - ✓ **Age balance**
 - ✓ **Gender balance**

How does it work?

COST Action participants
nominated by COST National Coordinators



Main proposer



Secondary proposers



COST Open Call

When?

Collection once per year
Next: 29 October 2021 – 12:00
CET

What?

One-stage online submission of proposals
via e-COST account

Who?

Main proposer
(and minimum 6
secondary proposers,
≥50% ITC)

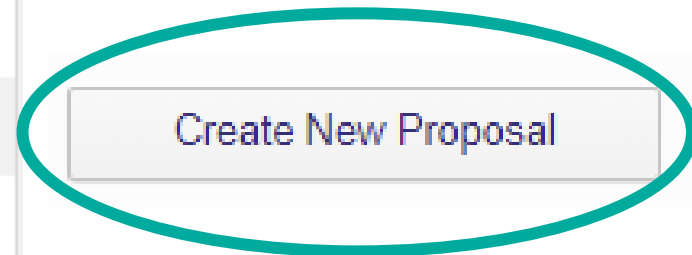
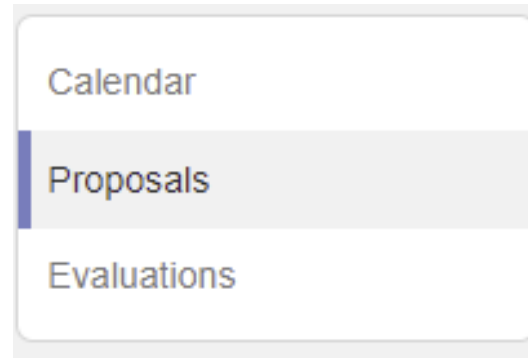
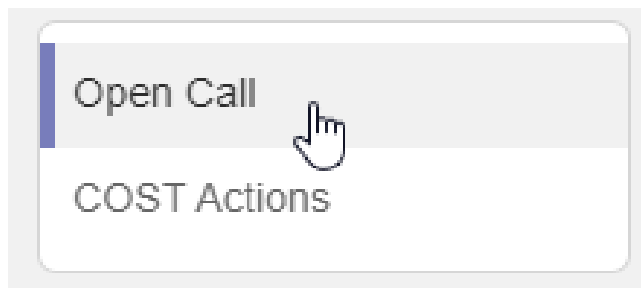
How many?

40 – 45 Actions approved
per collection

Open Call for proposals – how to apply

e-COST

- Create a COST account : <https://www.cost.eu/ecost>
- Open Call > Proposals > Create new proposal



- Online registration and submission :
General information + Technical Annex

General features

Proposals



Online submission tool (e-COST)*

Overview
General Features
Technical Annex
References
COST Mission and Policies
Network
Documents
« My Proposals

Main Proposer Institution *
Brussels Free University - COST Country Institutions

Title (Maximum 12 words) *
Organ Donor Network

Acronym *
(max 60 characters)
OrgDonNet

Keyword 1 *
(max 60 characters)
Database

Keyword 2 *
(max 60 characters)
Transplantation

Keyword 3 *
(max 60 characters)
Donour

Keyword 4
(max 60 characters)

Summary: Maximum 250 words

About five percent European citizens suffers from organ malfunctioning. Living donor transplantation is often the most effective treatment and the alternative of deceased donor transplantation is severely limited by availability. As approximately 50% of living donors are incompatible with their specified recipient, several European countries have independently developed organ exchange programmes.

Exchange programmes aim to match donors optimally to recipients for organ exchange within the population of recipient-donor pairs.

Words: 68

AREAS OF EXPERTISE NEEDED FOR EVALUATION

Science Field
Health Sciences

Research Area
Health Services, Health Care Research

Proposal Reference:
OC-2017-1-21892

Proposal Status:
Draft

Checklist:
✓ General Features
✗ Technical Annex (1 issue)
✓ COST Policies
✗ Network (1 issue)

Generate PDF

Ready to submit?

Proposals



General features

Technical Annex

1. S&T excellence
2. Networking Excellence
3. Impact
4. Implementation



Open Call for proposals – Technical Annex

Sections	Sub-sections
1. S&T EXCELLENCE	1.1 soundness of the challenge 1.2 progress beyond the state-of-the-art
2. NETWORKING EXCELLENCE	2.1 added value of networking in S&T excellence 2.2 added value of networking in impact
3. IMPACT	3.1 impact to science, society and competitiveness, and potential for innovation/breakthroughs 3.2 measures to maximise impact
4. IMPLEMENTATION	4.1 coherence and effectiveness of the work plan

- *Downloadable Word template*
- *Max. 15 pages*
- *Diagrams and figures accepted*

Proposals



General features

Technical Annex

1. S&T excellence
2. Networking Excellence
3. Impact
4. Implementation



COST Excellence and Inclusiveness Policy & Specific objectives





COST Excellence and Inclusiveness Policy

Promoting:

- **geographical balance** (ITC)
- **age balance** (young researchers)
- **gender balance** throughout its activities



COST Excellence and Inclusiveness Policy

■ Objectives

- identifying excellence in science and technology across Europe
- increasing research communities' access to funding and infrastructures
- triggering structural changes in COST Member States' national research systems

Proposals



General features

Technical Annex

1. S&T excellence
2. Networking Excellence
3. Impact
4. Implementation



COST Excellence and Inclusiveness Policy & Specific objectives



Network of proposers



Evaluation – SESA

Results
~8 months after
submission

Eligibility check

anonymity, format, minimum 50% participation of ITC, peaceful purpose, English

Step 1: Remote evaluation

by independent External Evaluators

Step 2: Revision and quality check

by Review Panels

Step 3: Selection by the Scientific Committee

COST policy and objectives

Step 4: Approval by COST Committee of Senior Officials

Step 1: External Remote Evaluation

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

S&T EXCELLENCE	NETWORKING EXCELLENCE	IMPACT	IMPLEMENTATION
<ul style="list-style-type: none"> Soundness of the Challenge Progress beyond the state-of-the-art 	<ul style="list-style-type: none"> Added value of networking in S&T Excellence Added value of networking in Impact 	<ul style="list-style-type: none"> Impact to science, society and competitiveness, and potential for innovation/break-throughs Measures to maximise impact 	<ul style="list-style-type: none"> Coherence and effectiveness of the work plan
3 questions	3 questions	3 questions	1 question
Total marks for the section = 15 points	Total marks for the section = 15 points	Total marks for the section = 15 points	Total marks for the section = 5 points
TOTAL MARKS AWARDED = 0 - 50 points OVERALL THRESHOLD = 34 points			



The COST Open Call – Applicant’s Guidelines (Submission, Evaluation, Selection and Approval - SESA)

November 2020

Open call oc-2021-1



Scientific evaluation

*Read very carefully
the 10 evaluation
questions
on pages 26-27
of the SESA Guidelines*

Open Call for proposals – 10 questions S&T EXCELLENCE (15 pnts)

- Q1. Does the proposal demonstrate a comprehensive command of the state of the art in the field and present a relevant and timely challenge?
- Q2. Does the proposal describe an innovative approach to the challenge that advances the state of the art in the field?
- Q3. Are the objectives presented relevant to the challenge, clear and ambitious?

Open Call for proposals – 10 questions

NETWORKING EXCELLENCE (15 pnts)

- Q4. Does networking bring added value in tackling the challenge in relation to existing efforts at the European and/or international level?
- Q5. Does the proposed network contain, or present a credible plan for securing, the critical mass and expertise for achieving the objectives and thus addressing the challenge?
- Q6. Does the proposal identify the most relevant stakeholders and present a clear plan to involve them as Action's participants?

Open Call for proposals – 10 questions

IMPACT (15 pnts)

- Q7. Does the proposal clearly identify relevant and realistic impacts for science, society and/or competitiveness (including potential innovations and/or breakthroughs)?
- Q8. Does the proposed networking clearly contribute to knowledge creation, transfer of knowledge and career development?
- Q9. Is the plan for dissemination and/or exploitation of results clear and attainable and does it contribute to the dialogue between science and the general public or policy?

Open Call for proposals – 10 questions

IMPLEMENTATION (5 pnts)

- Q10. Is the work plan (WGs, tasks, activities, timeframe, deliverables and risk analysis) appropriate to ensure the achievement of the objectives?

Anonymity criterion

- Most recent Open Call : 44 non-eligible proposals of which 42 due to a breach of anonymity
- Proposals may **not contain any direct or indirect reference** to people and/or institutions participating in the Network of Proposers (Main or Secondary Proposers).

This means that proposers' or institutions' names should **neither be explicitly mentioned, nor be potentially identifiable** through links to web pages or through references to their role and/or participation in existing or ended projects, grants, networks.

E.g. do not make statements such as

- *several members of the proposer network have been involved in previous FP7 projects, like ATTPS and ADAPTIWALL, and COST Actions, such as FP0901*

Some examples of anonymity breaches (1)

- “A number of business enterprises are involved in the network : XXX [Member State] and YYYY [Member State] , belonging to the top international players“ : **direct reference**
- "Among government-run public services we have XXXX on board" : **direct reference**
- Proposers' names in bold in the references section, “**Smith A & Jones B** (2020), Journal for xxxxxxxxxxxx” : **direct reference**
- “The consortium has already generated some output¹”, with in a footnote a link to a youtube video or webpage in which secondary proposers could be identified : **indirect reference, potentially identifiable**

Some examples of anonymity breaches (2)

- Proposal written from the point of view of an existing network, with which several of the proposers were affiliated
 - *“The resources of XXXXX are limited and therefore XXXXX cannot invest as needed to achieve a large-scale network like we propose here” [...]*
 - *“After the Action’s lifetime, the output will be available for all members of XXXXX” [...]*
 - *“Final dissemination workshop will take place at XXXXX”*
- potentially identifiable and indirect reference

Some examples of anonymity breaches (3)

- “*the Main Proposer is also responsible of a XXXX project on xxxxxxxxxxxxxxxxxxxx (H2020-XXXX-XXXX-20XX, XXXXXXXX)*” : indirect reference
- The Technical Annex referring to the expertise of the network members through specific publications ; the authors of these publications come from a specific institution participating in the proposal : indirect reference
- “*A website will be produced for the proposed Action by the University of Xxxx*”: indirect reference

Some examples of anonymity breaches (4)

- SESA Guidelines : exception on anonymity requirement :
 - *“In section 2.2.1 and 2.2.3 “Mutual Benefits” of the “Technical Annex”. If you include a secondary proposer from a [...] **Specific Organisation**, you can mention in this section the [...] **Specific Organisation** proposer when describing the mutual benefit deriving from their participation*

Specific Organisations	The European Commission, EU bodies, offices and agencies, the European RTD Organisations and International Organisations .
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- Misinterpretation of “International organisation”, see COST Vademecum !
- *“Any Intergovernmental Organisation governed by international law. Organisations qualifying under the present Decision as European RTD organisations or EU bodies, officer, or agencies shall not be considered International Organisation in the COST framework.”*

Open Call for proposals – how to apply

- Read the official announcement
- Read the SESA Guidelines
- Online registration and submission (e-COST)
- Technical Annex template
- Helpdesk: opencall@cost.eu

COST Open Call

[News](#)[Events](#)[Multimedia](#)[Publications](#)[Contact us](#)[e-COST](#)[Who we are](#)[Funding](#)[COST Actions](#)[Academy](#)

> What do we fund?

- Funding networking activities
- Benefits
- Who can participate

> How to get funding

- How to apply
- Open Call
- Evaluation, selection and approval
- [Documents and guidelines](#)

Open Call: A simple application process

[Home](#) > [Funding](#) > [How to get funding](#) > [Open Call](#)

Participants are invited to submit COST Action proposals contributing to the scientific, technological, economic, cultural or societal knowledge advancement and development of Europe. Multi- and interdisciplinary proposals are encouraged.

The Open Call Action proposal submission, evaluation, selection and approval (SESA) procedure is fully science and technology-driven and will ensure a simple, transparent and competitive proposal evaluation and selection process, reflecting the bottom-up, open and inclusive principles of COST.

Participants planning to submit a proposal for a COST Action will need to refer to the [SESA guidelines](#) and to the [Open Call Announcement](#) on the [Documents and Guidelines](#) page.

For any questions related to the open call and how to get funding, please contact opencall@cost.eu



The next collection date is **29 October 2021 at 12:00 noon (CET)**.



Find out how to join an existing COST Action



[e-COST](#)



COST Open Call documents

<https://www.cost.eu>



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Who we are ▾

Funding ▾

COST Actions ▾

Academy

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- Evaluation, selection and approval
- Documents and guidelines



Vademecum

Download



Announcement Open Call oc-2021-1

Download



Guidelines for Action management, monitoring and final assessment

Download



Guidelines for the communication, dissemination and exploitation of COST Action results and outcomes

Download



COST Open Call documents

[> What do we fund?](#)[Funding networking activities](#)[Benefits](#)[Who can participate](#)[> How to get funding](#)[How to apply](#)[Open Call](#)[Evaluation, selection and approval](#)[Documents and guidelines](#)

Technical Annex oc-2021-1

[Download](#)

COST grant agreement template

[Download](#)

Final Action dissemination grant request form

[Download](#)

Travel reimbursement rules

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COST Open Call documents

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Who we are **Funding** COST Actions Academy

- > What do we fund?
 - Funding networking activities
 - Benefits
 - Who can participate
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 - Documents and guidelines

Vademecum


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COST Open Call SESA Guidelines

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Financial reporting - External user guide

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<https://www.youtube.com/user/COSTOffice>

“ *The opportunity for science lies in creating an unlimited space where crossovers between ideas and people can change the world for the better.* ”