

CA 21143 TRAFADY
CORE GROUP DOCUMENT
NETWORKING GRANTS TRAFADY

ITC CONFERENCE GRANTS –
CALL FOR APPLICATIONS 2024 – 2025
(CALL 8, JANUARY 2025)

PROCEDURE

The **COST Action** CA21143 “Transnational Family Dynamics in Europe” (“TraFaDy” - <https://transnational-families.eu/>) objective is to deepen and broaden the scientific understanding of transnational families through international and multidisciplinary knowledge exchange, enable further multidisciplinary approaches and stimulate innovation in research, policy and practice.

A 8th call for grant proposals is hereby launched. In this call **a maximum of 3 ITC grants (of approximately € 1 400) can be awarded.**

WHAT IS AN ITCG?

An Inclusiveness Target Country Grant (ITC) supports **oral presentations in high-level conferences** of the own work given by an **Action participant** affiliated to a legal entity **based in an Inclusiveness Target Country / Near Neighbor Country.**

ITC Conferences:

- serve COST Excellence and Inclusiveness Policy;
- support **Action participants affiliated to a legal entity** in an Inclusiveness Target Countries/ Near Neighbour Countries to establish a strong network and increase their visibility in the research community through sharing their work and to gain knowledge;
- can contribute to increasing visibility of the Action.

The ITC Conference Grantee receives support for attending and presenting their **own work (oral presentation)** at a conference and can establish new contacts for future collaborations. Conferences can be face-to-face or virtual conferences.

The ITC Conference contributes to the scientific objectives of COST Action CA21143:

(<https://www.cost.eu/actions/CA21143/>) **and must take place preferably before the 30 September 2025¹.**

¹ If you plan a visit later than 30 September 2025 and before 15 October 2025 and you have been awarded a grant, a tight schedule in terms of report and payment need to be respected in order to award the grant within the grant period. We will inform you about the schedule via email.



To learn about aims of COST Action CA21143, please look at Memorandum of Understanding (MoU) available on the COST website: <https://www.cost.eu/actions/CA21143/>

More information about the COST rules on ITC is available at the COST Annotated Rules for COST Actions ([https://www.cost.eu/Annotated Rules for COST Actions C](https://www.cost.eu/Annotated_Rules_for_COST_Actions_C)).

A short video explaining what the ITC is about can be found [here](#).

PRIORITIES FOR APPLICATIONS

ITCGs offer a possibility to get involved in this international, multidisciplinary project, to learn new methods and techniques, gain new knowledge and experience in working abroad.

In the selection procedure, proposals with a close relation with one or more TraFaDy working groups will be prioritized. (Read about the scope of the 6 working groups in the ‘memorandum of understanding’ of the action or on the TraFaDy-website).

All proposals must finally be of interest for COST CA21143.

RULES

The ITC applicant must be an Action participant affiliated to a legal entity in an Inclusiveness Target Country / Near Neighbor Country, who wants to present his/her own work, establish a strong network and increase her/his visibility in the research community through sharing their work and to gain knowledge. The grantee must make her/his own arrangements for all health, social, personal security, and pension matters.

The selection of ITC grant applicants is based on the scientific scope of the ITC Grant application that must be in line with the COST Action CA21143 objectives. The selection of successful candidates is made by the Action Core Group, based on a proposal of the Grant Awarding Coordinator following the recommendations of the WG Leaders and the CA Chair. The Grant Awarding Coordinator informs the Grant Holder about the successful candidate and then the Grant Holder sends a grant letter generated from e-COST system to the approved applicant. The grant letter must be signed by the applicant and returned to the Grant Holder.

An ITC grant is a fixed contribution based on the requested budget that should reflect the duration and location of the ITC. The budget is evaluated by the Grant Awarding Coordinator and can be reduced by decision of the Core Group. The grant for face-to-face conferences is for travelling, accommodation and subsistence expenses, registration fee, printing of scientific and presentation material and overall effort. It does not necessarily cover all such expenses.

Successful applicants will receive an allowance up to €1800 per grant for face-to-face conferences (the average ITC grant is €1 400). The budget will be awarded to the successful applicants in accordance with COST rules.

Be aware of the brand guidelines for dissemination activities funded by COST. Please check [here](#) if they apply on your grant (or check [COST-Action-Visual-Branding-Guidelines-071122.pdf](#)). In that case, the COST logo, EU Emblem, acknowledgment, and boilerplate are required in the final slide of presentation made by you. Your grant might be rejected if your material does not reach the COST standards.



After the ITC, the ITC participant must submit a scientific report to the grant awarding coordinator within 30 days after the end of his/her stays and in any case on 15th of October **2025** at the latest.

The ITC grant will be paid after the conference (acceptance of the scientific report and all other requested documents required). The ITC grant candidates must therefore pre-finance costs related to the ITC (travel, stay, meals).

APPLICATION

If you are interested in applying, complete the **on-line application** available at your e-COST account (<https://e-services.cost.eu/grants>), after selecting COST Action CA21143 (Grant Applications, left menu). Or go directly to <https://e-services.cost.eu/activity/grants/add?type=ITCG>.

More information on the procedures is available at the COST Annotated Rules for COST Actions ([https://www.cost.eu/Annotated Rules for COST Actions C](https://www.cost.eu/Annotated_Rules_for_COST_Actions_C)).

The following supporting documents must be included in the application:

- **Application form** describing: Relevance of the conference topic to the Action and Motivation describing the potential for impact on the applicant's career;
- Copy of the **abstract** of the accepted oral presentation;
- **Acceptance letter** from the conference organisers;
- **Estimated budget** to be spent for travel (maximum of €600), lodging and per diem expenses (max of €160/day)².

Applicants are invited to apply up 2 March 2025 23.59 CET. The Core Group strives to inform them about the result of their application at the end of March 2025.

In this call a maximum of 3 ITC grants can be awarded.

SELECTION CRITERIA

Applications will be assessed by the Cost Action CA21143 WG leaders, the Core Group and the Grant Awarding Coordinator according to the following criteria:

- The relevance of the proposal to the scope or activities of one or more working groups (read about the scope of the 6 working groups in the 'memorandum of understanding' of the action)
- Scientific quality and relevance of the work plan. Namely, how well it addresses the proposed topics and the COST Action CA21143 objectives;
- Anticipated outcomes in respect of COST Action CA21143 objectives;
- Contribution to personal development of the candidate;
- Other criteria include early career, gender balance and geographical inclusiveness;
- The applicant engages to share results of the activities with the relevant working groups (also via presentations on working groups if requested by the working group leader).
- The application of the 'Rules and Principles for COST activities' by the applicant.

² Although this document is not explicitly referred to by the online application system, the Core Group needs this to evaluate the proposal.



AFTER THE ITC CONFERENCE

The grantee is obliged to submit a **short scientific report** to the host institution (for information) and to the Grant Awarding Coordinator or MC Core Group (for approval) **within 30 days** after the end date of the ITC and in any case on 15 October 2025 at the latest.

The report must contain the following information:

- Purpose of the ITC;
- Description of the work carried out during the ITC;
- Description of the main results obtained;
- Future collaboration with the host institution (if applicable);
- The establishment of new contacts for future collaborations (if applicable);
- Foreseen publications / articles resulting from the ITC (if applicable);
- Confirmation by the host institution of the successful execution of the ITC;
- Other comments (if any).

Other required reports/documentation for claiming an ITC Conference Grant are:

- The certificate of attendance;
- The programme of the conference or book of abstracts / proceedings indicating the presentation (oral or poster) of the grantee;
- Copy of the given presentation (oral or poster) and other material available for the use in TraFaDy working groups
- A 200 words (publishable) text for the TraFaDy newsletters and social media
- The engagement to share results of the activities with the relevant working groups (also via presentations on working groups if requested by the working group leader).

All requested documents must be uploaded in e-COST. **Please note that failure to submit the scientific report and annexes on time will effectively cancel the grant.**

The Grant Awarding Coordinator will manage the evaluation process and inform the Grant Holder about the acceptance of the report. Afterwards, the Grant Holder will execute the payment of the fixed grant directly to the grantee or to home institution as stated in the application form.

CONTACT

Please read the **Frequently Asked Questions** on our website: <https://transnational-families.eu/grants/grant-faq/>

If you have any other questions, do not hesitate to contact the Grant Awarding Coordinator: stefanie.derks@odisee.be

Terms and abbreviations used in this document: Check the full list [here](#) (including definitions)