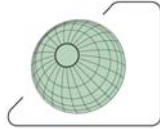


ESSEM



# Update from the COST Office

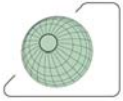
## MC Meeting COST Action 639

### Greenhouse gas budget of soils under changing climate and land use (Burnout)

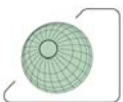
Dr Lucia Forzi

Science Officer Natural Sciences Cluster

Budapest, 25-26 May 2009

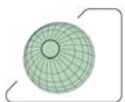


- News from the COST Office
- News from ESSEM
- Status of the Action
- Rules on Publications
- Procedure for Non-COST Countries
- To be done at this MC meeting



# News from the COST Office

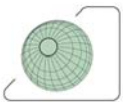
- **Open Call of September 30, 2007**
  - CSO approved **25 new COST Actions** in June 2008
  - **4 ESSEM** Full Proposals were approved and have been launched
- **Open Call of March 28, 2008**
  - Trans-Domain Proposal (TDP)
  - TDP examined by a Standing Assessment Body
  - CSO approved **30 new COST Actions** in November 2008
  - **3 ESSEM** Full Proposals were approved and will be launched in the next months
- **Open Call of September 26, 2008**
  - **3 ESSEM** Full Proposals will be submitted for CSO approval on 26-27 May 2009
- **Open Call of March 27, 2009**
  - **45 ESSEM** Preliminary Proposals over 481
- **Next Collecting Date: September 25, 2009**



# News from the COST Office

## Early Stage Researchers (less than PhD + 10 years)

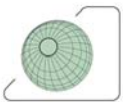
- Reinforcing the use of the existing instruments in favour of ESRs
- Increased duration of **STSMs** beyond 3 months (financial support increased accordingly)
- More **Training Schools**
- At least once a year, an Action **Workshop** should foster the participation of ESR
- Recommendation of the Action to nominate ESR as **WG leaders**
- **Open Call** shall encourage ESR to submit proposals
- Recommendation to the CNCs to nominate ESR as national **MC delegates**



# News from the COST Office

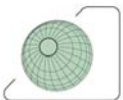
## ESR: Conference Grant

- ESSEM Domain offers 3 supporting grants (max. 3000 € each) per year to participate in an International Conference (oral contribution) outside the COST Action activities
- Grant can be used to cover **travel and subsistence costs, conference fees**, and the costs of conference workshops
- Selection process by *written procedure*
- Written application (through the COST Office SO/Grant holder) to the DC Core Group. **Information required:** CV, description involvement in the COST Action, relevant data on conference, copy of submitted abstract and proof of acceptance of abstract by the conference
- Final decision shall be taken by written procedure by DC Chair and 2 members of the Core Group three times per year for one grant each
  - ➔ next Collecting Date will be decided in June (the Chair will be informed)
- After the Conference: the applicant must send *written report* to the DC and MC of the respective Action via the COST Office SO/Grant holder



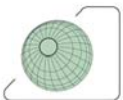
# News from the COST Office

- The web application for the **COST Grant System (CGS)** is under development
- November: internal testing performed involving ITs, AOs, and volunteer Action Chairs supervised by the Head of Operations
- Revisions based on initial testing and release for use
- Transition to Grant System of 1 Action per month per Domain
- **Actions ending before December 2010 will not be obliged to adopt the CGS**
- The Actions must nominate 2 internal MC auditors who will assist the Grant Holder and will check the expenses
- Supporting documentation must be archived within the premises of the GH up to 5 years after the end of the contract
- The revised version of the **COST Grant Agreement** is available on the COST website and the Chapter 6 of the Vademecum has been accordingly modified <http://www.cost.esf.org/participate/guidelines>



# News from ESSEM

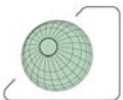
- **Deadline for the submission of the Annual Progress Report: 22 May 2009**
  - The Chair will have to fill in the scientific part of the report (2-3 pages); the management report is provided by the COST Office
- **Next ESSEM Annual Progress Conference: 24-25 June 2009, Brussels**
  - All the Action-Chairs will be invited to make a presentation (according to COST template) to be followed by a general discussion and the evaluation by the respective Rapporteur
  - The ESSEM Chair, Vice-Chair and SO will meet the Action-Chairs for an informal meeting and open discussion
  - The Chair of 639 should attend, but can send a deputy (Vice-Chair or a WG leader)



## News from ESSEM

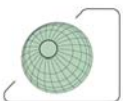
- Open Call of September 2007 led to 4 new ESSEM Actions:
  - **ES0801:** The ocean chemistry of bioactive trace elements and paleoclimate proxies (14 November 2008)
  - **ES0802:** Unmanned aerial systems (UAS) in atmospheric research (20 November 2008)
  - **ES0803:** Developing space weather products and services in Europe (16-17 November 2008)
  - **ES0804:** Advancing the integrated monitoring of trace gas exchange between biosphere and atmosphere (17-18 February 2009)





## News from ESSEM

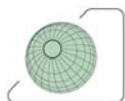
- Open Call of March 2008 (led to 3 new ESSEM Actions):
  - **ES0805**: The Terrestrial Biosphere in the Earth System (to be launched on 12 June 2009)
  - **ES0806**: Stable Isotopes in Biosphere-Atmosphere-Earth System Research (SIBAE) (to be launched on 25 May 2009)
  - **TD0803**: Detecting evolutionary hot spots of antibiotic resistances in Europe (DARE) (FA, BMBS, CMST, ESSEM) (to be launched on 23 September 2009)



## COST Action 639:

# Greenhouse gas budget of soils under changing climate and land use

- CSO Approval 27/06/2006
- End Date 10/12/2010
- Signatories to MoU 25 COST countries
- Intention to accept the MoU France
- Non COST Institutions Russia, Bosnia and Herzegovina
- DC Rapporteur Dr. Emil Fulajtar



# COST 639: 1 June 2008 – 31 May 2009

**Total Action Budget**
**128000.00**
**Remaining Action Commitment**
**1359.92**
**Meetings**

Meeting Type	Date	Place	Paid part	Cost	Status	Total
Working Group	19-Jun-08	Frederiksberg (NO)	23	20607.96	Paid	
Others	27-Aug-08	Vienna (AT)	13	8014.56	Paid	
Working Group	24-Nov-08	Asa (SE)	25	20203.64	Paid	
Others	02-Mar-09	Florence (IT)	18	14166.01	Paid	
Others	16-Mar-09	Vienna (AT)	7	6229.41	To be reimbursed	
Working Group	12-May-09	Vienna (AT)	14	11200	To be reimbursed	
Others	19-May-09	Helsinki (FI)	13	10400	To be reimbursed	
Management Committee	25-May-09	Budapest (HU)	1	17280	Committed	
						<b>108101.6</b>

**STSM**

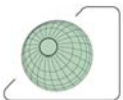
Beneficiary	Date	From	To	Cost	Status	Total
Ms Karen Budge	31-May-08	Zurich (CH)	Solsona (ES)	1200	Paid	
Dr Demetrio Tortorella	01-May-08	Reggio di Calabria (IT)	York (uk)	2500	Paid	
Mr Vegard Martinsen	18-Aug-08	Aas (NO)	Birmensdorf (CH)	2000	Paid	
Mr Jesper Riis Christians	01-Oct-08	DK-2970 Hørsholm (D)	FIN-00014 Helsinki (FI)	2200	Paid	
Ms Susana Pérez	21-Apr-09	Madrid (ES)	Vienna (AT)	2000	TBR	
						<b>9,900</b>

**Workshops**

Title	Date	Place	Cost	Status	Total
COST 639 Meeting - Eur	27-Aug-08	Vienna (AT)	1,000	Paid	
WG 1	24-Nov-08	Asa (SE)	2,000	TBR	
Mediterranean hotspots	02-Mar-09	Florence (IT)	1,139	Paid	
Expert Meeting	16-Mar-09	Vienna (AT)	500	Paid	
MC Meeting and WG4 Me	25-May-09	Budapest (HU)	2,000	Committed	
					<b>6,639</b>

**General Support Grants**

Title	Date	Cost	Status	Total
GASC		2000		<b>2000</b>



# COST 639: 1 June 2009 – 31 May 2010

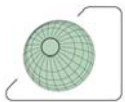
Budget 1 June 2009 – 31 May 2010: **122 000 €** (preliminary figure, indicative min budget for 25 COST countries)

- No systematic carry over from 2008-2009 budget to 2009-2010 budget!
- Start to prepare a budget plan which fits well your work plan, with well justified activities

Actions are encouraged to conform to their timetable. **Prolongation/Extension** will be consider only without additional budget and on the basis of a strong justification.

## Remember that:

The budget can be used within **3 months after** the end of Action for expenses related to the **final event only**. The final event can be organized between December 2010 and March 2011.

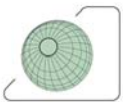


# Publications

- The COST Office will finance the costs of **final publication**
- You will have to support the costs of any additional publication (special issue, proceedings)

## Steps to be followed:

- 1) MC decision needed for each publication with budget dedicated
  - Official request from Chair to SO with MC decision
- 2) Validation of request by COST PR Manager and COST reference number
- 3) Notification by SO to Chair and invitation to choose a publisher
  - OPOCE or other Publisher
  - If Private Publisher: 2 offers in case of price exceeding 3000 € (excl. VAT); COST needs 5 copies
  - Chair send offer(s) to SO, with strong justification if the most expensive solution is requested



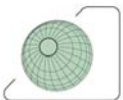
# Publications

Steps to be followed:

- 4) Preparation of documents and distribution list (logos, etc.)
- 5) Confirmation of order by SO with a purchase order
- 6) Print release and distribution
- 7) Payment

Please refer to the official document “**Publications**” which is included in the **COST Vademecum** (Chapter 7):

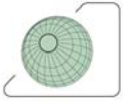
<http://www.cost.esf.org/participate/guidelines>



# International Dimension of COST

- The participation of Institutions from non-COST countries is welcome and is based on ***mutual benefit***
- Non-COST country participants can be classified as:
  - **Near Neighbour countries** (*Balkan and Eastern countries, Mediterranean and North-African countries*)
  - **Countries with Reciprocal Arrangements** (*Australia, New Zealand*)
  - The rest of the world

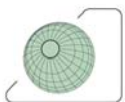
Reciprocal Agreement with South Africa will start from June, 2009



# Non-COST Country Participation

- Template for application of non-COST Countries
- A better description of mutual benefits is requested and of the contribution of the non-COST Institution in the Working Groups
- A motivation letter must be submitted by the non-COST Institution to the Chair and the Science Officer
- The application must be approved by:
  - Management Committee
  - ESSEM Domain Committee
  - JAF Group and CSO





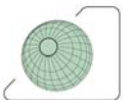
# COST Instruments: Deadlines

Please respect application deadlines

- Minimum **4 weeks** before start date of meeting requiring only participants reimbursement
- Minimum **8 weeks** before start date of meeting requiring subsidy & participants reimbursement
- Minimum **4 weeks** before start date of STSM (complete application)

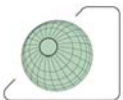
Meeting application must include

- MC, WG affiliation of ALL participants
- CV for invited experts & evidence of active contribution
- Detailed agenda for the meeting
- Rapporteur in the participant list



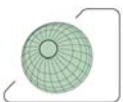
## At this MC meeting

- Start the work and budget planning for 2009-2010 with clear MC decisions
- Request of new members? Non-COST applications?
- STSMs, Publications?
- Continuous update of the website (the list of WG members must appear on the Action website)
- Send meeting minutes within 1 month of MC meeting date



## At this MC meeting

- Sign the Attendance List
- Complete and sign your Travel Reimbursement Form and submit it, together with receipts, to the local organizer or to the Chair
- Send additional receipts by scan/email or fax until **13 May 2009**
- Save energy and money by using public transportation instead of taxis (prepare carefully your travels)! Max 40 € per participant and per meeting will be reimburse for taxi.



# COST Office staff for Action 639

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Administrative Officer

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