

2nd Call for ITC Conference Grant Applications



1. Important Dates

1. Deadline for submission of applications: **1 July 2019**
2. Outcome notification date: **as soon as possible after the deadline and the approval by the Management Committee of the Action**
3. Period within which ITC travel must occur: **15 July 2019 – 30 April 2020**

2. Overview

ITC Conference Grants are available for early career investigators¹ (ECI), PhD students and PhD candidates from Inclusiveness Target Countries (ITC), that is Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, FYR Macedonia, Hungary, Latvia, Lithuania, Luxembourg, Malta, Montenegro, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Turkey.

ITC Conference Grants are aimed at supporting ECI, PhD students and PhD candidates with a primary affiliation in an institution located in an ITC to attend international conferences, event or activity on the topic of the Action that are not organised by the COST Action (you may find more details in the [COST Vademecum](#)).

The participation to the conference should specifically contribute to the scientific objectives of this COST Action “[Constitution-making and deliberative democracy](#),” (CA15137; hence ‘Action’), which are outlined in detail in the [Memorandum of Understanding](#) of the Action.

The applicant must make an oral/poster presentation at the conference in question and must be listed in the official event/conference programme. The main subject of the

¹ [Defined](#) as an individual who is within a time span of up to 8 years from the date they obtained their PhD/doctorate (full-time equivalent)

oral presentation / poster presentation at the approved conference must be on the topic of the Action and must acknowledge COST.

3. Financial Support & Duration

The financial support is a contribution to the overall expenses incurred by the participation to the conference and may not necessarily cover all of the associated costs. Financial support is a contribution to overall travel, accommodation and meal expenses and is paid in the form of a Grant, in the amounts outlined below:

- 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.

Please note that the awarded grant is subject to the submitted Conference Grant certificate of attendance or scientific report being approved by the ITC Conference Grants Coordinator.

For this call, the Management Committee of the Action has allocated a **total budget of EUR 8.000**. The amounts granted for each individual ITC travel grant will be determined during the evaluation process, but we foresee grants not exceeding EUR 1.000.

4. Application procedure

Before you apply, please read carefully the Section 9 of the [COST Vademecum](#) in their entirety.

In order to submit an application for an ITC Conference Grant, please follow the following steps before the expiration of the application deadline:

1. Register for an e-COST profile at <https://e-services.cost.eu/>, adding your bank account details to your profile (if a returning applicant or already in possession of a COST profile, move to step 2).
2. Complete the application form at the ITC Conference Grants application section of your e-COST profile on <https://e-services.cost.eu/>, uploading the requested supporting documentation.

3. Submit and download your application.
4. Send the following documentation in .pdf form via email to the ITC Conference Grants Coordinator of the Action, Dr. Oya Yegen (Turkey), email zoyayegen@sabanciuniv.edu:
 - a. The submitted COST online application;
 - b. All supporting documentation submitted in the online COST application;
 - c. A motivation letter (max. 2.000 words), including the following sections:
 - Aims and objectives, description, expected results;
 - Justification for the choice of the conference;
 - Contribution towards the scientific objectives of the Action and benefits to the applicant;

You will be notified of the outcome by the Action’s ITC Conference Grants Coordinator as soon as possible after the deadline.

The selection of successful applicants will be done in consideration of the scientific scope of the proposed participation and how it will support the Action in achieving its scientific objectives.

Budget permitting, extra calls may be issued during the same grant period.

COST Action
CA17135