

# 5th Call for Inclusiveness Target Countries (ITC) Conference Grants’ Applications



## 1. Important Dates

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1. Deadline for submission of applications: **30 April 2021**
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 Conference Grants must occur: **1 May 2021 – 31 October 2021**

## 2. Overview

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ITC Conference Grants are aimed at supporting Early Career Investigators (ECIs; those that [are](#) within 8 years from obtaining their PhD) and PhD students/candidates with a primary affiliation in an institution located in [Inclusiveness Target Countries \(ITCs\)](#) – Albania, Bosnia and Herzegovina, Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Hungary, Lithuania, Latvia, Luxembourg, Malta, Moldova, Montenegro, Poland, Portugal, Romania, Slovenia, Slovakia, Republic of North Macedonia, Republic of Serbia and Turkey – to attend international conferences, events or activities that are on the topic of, but not organized by, the COST Action “[Constitution-making and deliberative democracy](#),” (CA15137; hence ‘Action’).

The participation to the conference should specifically contribute to the scientific objectives of the Action, outlined in the Action’s [Memorandum of Understanding](#), and the applicant must make an oral/poster presentation at the conference/activity and must be listed in the official event/conference program. The main subject of the oral presentation / poster presentation at the approved conference must be on the topic of the Action and must acknowledge COST. The oral/poster presentation must be supported by a written paper that will be uploaded on the online portal of the Action.

You may find the eligibility provisions, along with further specifics, conditions and information, in section 9 of the [COST Vademecum](#). Please read this document and the Vademecum carefully before applying.

### 3. Financial Support & Duration

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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 for conference fees (including for virtual conferences) and overall travel including accommodation and meal expenses and is paid in the form of a Grant.

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 5.000**. The amount 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

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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](mailto: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 objections 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.

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