



Virtual Mobility (VM) Grants - Application instructions

Virtual Mobility (VM) Grants are a new networking tool launched by the COST Association during the pandemic. They aim to support **individual** participants to foster collaborative research activities, to network with other researchers, exchange of knowledge, etc. in a virtual setting. As an example, activities supported by VM Grants may include surveys, questionnaires or preparation of protocols, virtual mentoring of activities that can generate capacity, build new skills, etc.

Before you apply

Eligibility criteria

- **VM Grants applicants** must be affiliated to a legal entity in COST Full or Cooperating (F/C) members or a European RTD or a legal entity in Near Neighbour Countries (NNC) (see Article 6.4 of the [Annotated Rules for COST Actions](#) and [Table of countries and Organizations](#)). The affiliation of an individual or a legal entity is determined as per Article 4)1.1.a.1) in the same document.
- The **topic** of the VM Grant must be directly related to any of the objectives of NexusLingarum and its Working Groups. See the Action's [Memorandum of Understanding](#) for a detailed description of the different Working Groups.

Duration

VM Grant activities must be carried out within a Grant Period.

Funding

Depending on the activities, and up to 1,500 EUR.

The exact amount is determined by the Core Group on proposal of the Grant Evaluation Committee, based on the request of the applicant and should reflect the duration, scope and complexity of the task and activities to be covered via the VM grant. The grant does not necessarily cover all expenses related to undertaking the VM activity.

Given that this is a grant, submission of a budget or receipts is not required.

Applying for a VM Grant

If you want to apply for a VM Grant,

- Read carefully the [Annotated Rules for COST Actions](#), and in particular **Annex 2**.
- If you do not already have an e-COST account, create one at <https://e-services.cost.eu>; make sure that you upload your CV in your profile.
- Submit an application online at: <https://e-services.cost.eu/activity/grants>

The application must include the following information:

- To be filled in e-COST:
 - Title
 - Start and end date (within the active Grant Period)
 - Budget requested by the applicant
- To be uploaded to e-COST:
 - Application form (following the template at https://www.cost.eu/VNS_GrantApplication) describing: Main Objective, description of the work to be carried out by the applicant, plan for participation, expected outcomes and description of the contribution to the Action MoU objectives

After you apply

Upon receipt of your application, the Grant Evaluation Committee will evaluate your proposal based on the evaluation criteria detailed in the following subsection.

Upon approval of the application, you will receive a Grant Letter from the Grant Holder stating the approved amount and the conditions for receiving the grant.

If your application is rejected, you will receive adequate justification to help you re-submit your application, should you wish to.

Evaluation criteria

- Proposal contents: contribution to NexusLinguarum objectives; contribution to the WGs activities; promotion of research collaboration across borders; capacity building activities and knowledge transfer; proof of the virtual nature of the work plan (e.g., exploitation and/or creation of virtual tools and materials, activities carried out in a virtual setting, etc.); appropriateness of the budget. In the proposal, the applicants should demonstrate that the activity is carried out with intense usage of virtual communication tools, and following a similar collaboration scenario as would a physical mobility such as an STSM.
- Contribution to the COST rules (excellence and inclusiveness)

After you complete the VM

Reporting and payment

Upon completion of the VM Grant activity, and up to 30 days after this, or 15 days after the end of the Grant Period (whichever date comes first), you must submit a report online at e-Cost services.

The template for the report is found at: http://www.cost.eu/virtual_mobility_grant_report.

The Grant Evaluation Committee will evaluate the final report. If the report is incomplete, does not respect the template or if not evaluated positively, you will be asked to amend the report and resubmit it within 5 working days.

After approval of the report, the Grant Holder is notified in order to execute the payment.

If you fail to submit the report within the above deadline or if the report is not approved, the grant is cancelled.