

4th Call for ITC Conference Grants:

The 4th Call for ITC Conference Grants of CYPHER - CA22151 accepts **applications** to be submitted **from May 19th to May 31st for** the period from **June 1st, 2025, to September 30th, 2025.**

The ITC Conference grants funds for an **oral presentation** of their own work within the scope of the Action by an Action Participant affiliated with a legal entity located in an Inclusiveness Target Country / Near Neighbour Country in a high-level conference fully organized by a third party, i.e. not organized nor co-organized by the COST Action.

Who can apply?

ITC Grants are open to *all members participating in the CYPHER COST action (CA22151)*, affiliated with a legal entity located in an Inclusiveness Target Country/ Near Neighbour Country to establish a strong network and increase their visibility in the research community through sharing their work and to gain knowledge.

The ITC Conference Grantee receives support for attending and presenting their *own work within the scope of the CYPHER action* (oral presentation) in a conference and can establish new contacts for future collaborations.

ITC List: Albania, Armenia, Bosnia and Herzegovina, Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Georgia, Greece, Hungary, Lithuania, Latvia, Malta, Moldova, Montenegro, Poland, Portugal, Romania, Slovenia, Slovakia, Republic of North Macedonia, Republic of Serbia, Türkiye and Ukraine

NNC List: Algeria, Armenia, Azerbaijan, Belarus, Egypt, Jordan, Kosovo, Lebanon, Libya, Morocco, Palestine, Russia*, Syria, and Tunisia.

The applicant must make an **oral presentation** at the conference in question and must be listed in the official event/conference program. The main subject of the oral presentation at the approved conference must be the topic of CYPHER and must acknowledge COST.

The conference must take place before the 30th of September 2025.

How to apply?

All applications must be submitted directly through the eCOST System. If you do not have an eCOST Account yet, please create one. Within eCOST you will need to create a "Conference Grant Request".

To apply for this call, follow the steps below:

- The applicant should start an ITC application by logging into e-COST: <https://e-services.cost.eu/>.
- Go to COST Actions, on the left panel.
- Go to Grant Applications, again, on the left panel.
- Click on the “+ Apply for grant” button located on the bottom right.
- Select the ITC Conference grant.
- Select the COST Action CA22151
- Fill in the required information
- Save the information

For the next steps, you will need to submit the following documents:

- ITC Conference Grant application form (you can download this through the system).
- CV (including a list of academic publications, if any).
- Short description of your involvement in the CYPHER COST Action.
- Acceptance letter from the conference organizers (confirming your speaking slot).
- A copy of the abstract submitted to the conference.

Finally, click on the “Submit the application” button.

Application Timeline

- Open of call: May 19th, 2025
- **Deadline** for application: **May 31st, 2025.**
- **The conference must take place until September 30th, 2025.**
- Reports are to be submitted by October 30th, 2025.

Eligibility criteria

All applications will be assessed against the following criteria of scientific merit:

- Does the conference (or topic of the panel etc.) fall within the remit of CYPHER?
- Is the topic of the conference proposal within the remit of COST Action CYPHER and will it likely make a significant contribution to the debates within the action?
- Is the proposal internally coherent, logical, with a clearly discernible structure?
- Is the presentation likely to make a significant contribution to the candidate’s scientific and professional development?
- Preference will be given to papers being submitted to conferences with competitive peer review.
- Gender balance will be taken into account.

The selection committee will also consider to what extent the requested funds are commensurate to the activities that the ITC applicant plans to undertake.

Financial support

A Conference Grant is a fixed financial contribution that takes into consideration the budget request of the applicant and the outcome of the evaluation of the application by the delegated person(s). Conference Grants do not necessarily cover all the expenses

related to participating in a given conference. A Conference Grant is a contribution to the overall travel, accommodation, and meal expenses of the selected Grantee.

Max 2.000€ for face-to-face events, including Conference Fees.

ITC Conference Grants remain the same: anywhere in the world.

Documentary evidence of the conference fee amount must be provided by the applicant and in kind, must be archived by the Grant Holder along with the relevant administrative documents.

Receiving your grant

If you have been selected as an ITC Conference Grant Recipient, you will receive your grant after the conference. After your conference, the eCOST System will automatically ask you to submit a Scientific Report, which you need to provide within 30 days after the Conference has ended. We will send the grant to your bank account once your scientific report has been approved.

In addition, we will ask you to present the results of your conference grant at the next Management Committee meeting or to write a short blog entry for our website. Please remember to ask someone to take a picture of you during your presentation so that we can showcase your involvement on our website and in our newsletter (with your prior consent, of course)

CLARIFICATIONS

The COST Association and the Grant Holder of the Action cannot be considered as being a grantee's employer. Grantees must make their own arrangements for all provisions related to personal security, health, taxation, social security, and pension matters.

If you still have any doubts about the eligible expenses that can be claimed, the appropriate supporting documents, or how to complete the OTRR, **please contact the Grant Awarding Coordinator:** Aurélie Bellemans at aurelie.bellemans@vub.be or contact us at cypher.costaction@gmail.com