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## How to apply for grants in COST Action CA23139 Network for Indoor Air Cleaning (Net4CleanAir)

-2<sup>nd</sup> Grant Period-

There are two types of grants in Net4CleanAir COST Action:

- Mobility grants: Short-Term Scientific Missions (face-to-face)
- Conference grants: Inclusiveness Target Country (ITC), Dissemination, and Young Researcher and Innovator (YRI) Conference Grants

Applications are only possible while calls are open.

Please read carefully the eligibility and funding rules in the Annotated Rules for COST Actions ([link](#)) before you submit any application, as well as the Memorandum of Understanding (MoU) of CA23139 ([link](#)) to match with the Action priorities and goals, and the Grant Awarding User Guide ([link](#)) for detailed instructions on the grant application process.

COST policy regulates maximum funding, but the decision of the granted amount depends on the grant budget (availability) and the decision of the Core Group.

### MOBILITY GRANTS:

**Short-Term Scientific Missions (STSMs)** are Face to Face institutional visits aimed at supporting individual mobility to a host organization located in a different country than the country of affiliation of the researcher or innovator and fostering collaboration between individuals. These missions contribute to the scientific objectives of COST Action CA23139 and we particularly encourage young scientists to apply for them.

There will be **two calls for Mobility grants**:

- **The First Call for Mobility grants** will be open from December 15<sup>th</sup> to January 31<sup>st</sup>, 2026.
- **The Second Call for Mobility grants** will be open from March 1<sup>st</sup> to April 15<sup>th</sup>, 2026.

Please note that all activities funded by these grants must be finished by August 15<sup>th</sup> 2026.

## CONFERENCE GRANTS:

There are three types of Conference Grants - dedicated to presenters from ITC, to YRIs or Dissemination Conference grants. Applicants can apply to conferences relevant to the Action goals. For ITC and Dissemination conference grants, only oral presentations are allowed; for YRI conference grants, both poster and oral presentations are allowed. Dissemination conference grants are available for CA23139 members only.

**The call for Conference Grants will be open until September 15<sup>th</sup> 2026**, and applications can be performed for conferences occurring until the end of September 2026. Application is possible only once a presentation has been accepted.

## THE APPLICATION PROCESS:

1. Applications are only possible via e-COST platform.
2. All applicants must register for an e-COST profile (<https://e-services.cost.eu/>).
3. Log into e-COST, go to “COST Actions”, select “Grant Applications”, click “Apply for a grant”, and choose the applicable grant.
4. Applicants should upload all documents according to the COST rules (which are listed in the application template in e-COST) and all additional documents requested by CA23139 (defined below).
5. Complete and submit the grant application.

## List of additional documents for CA23139:

### Short-Term Scientific Mission (STSM):

- Short Motivation letter (250-500 words max.) with an overview of the proposed activities and their relevance to Action goals
- CV (with a list of publications if applicable)
- Letter of support from the home institution of the Grant applicant
- Confirmation from the host institution must consist of an invitation to the applicant from a senior researcher affiliated with the host institution and confirmation from institutional authorities
- Budget justification

### Dissemination conference:

- Motivation letter explaining how the profile of the Action is raised
- CV (with a list of publications, including previous conference presentations)
- Letter of support from the home institution of the Grant Applicant, explaining how the remainder of the funds will be provided to the applicant (double financing is forbidden, although joint financing is possible).

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### YRI and ITC conference:

- Motivation letter explaining how the presentation is related to the Action outcomes
- CV (with a list of publications, including conference presentations)
- Letter of support from the home institution of the Grant Applicant, explaining how the remainder of the funds will be provided to the applicant (avoiding double financing)

Note: If applying as a YRI, the CV should include the birth date.

### **EVALUATION OF APPLICATIONS:**

Applications will be evaluated by the Action's Core Group, based on how the applicants' address:

- Relevance to the priorities detailed in the Action's MoU;
- Active participation in the Action Working Groups;
- Expected outcomes;
- Scientific Excellence.

Mobility grant applications will be evaluated within 30 days after the call closing date.

Conference grant applications will be evaluated within 30 days after submission.

The applicant will be formally notified of the outcome of the application by the Grand Awarding Coordinator.

Please take into consideration the time required for the evaluation process when planning your trip and related arrangements.

### **REPORTING AND PAYMENT**

Once the activity has ended, the grantee must submit the required reports and relevant documentation in e-COST within 30 days of the end date of the activity or within 15 days after the end of the Grant Period, whichever date comes first, and claim the payment by submitting the report via e-COST. The report template and required documentation for claiming a particular grant is available in the Grant Awarding User Guide ([link](#)).

The Action Core Group will accept/reject reports within 15 days.

Please be aware that the Grant will be provided to the applicant only once they have fulfilled all activities and submitted all reports and documents confirming the achievement of the proposed tasks, and their acceptance by the Core Group.

### **CONTACT**

In case of doubt, applicants should contact the Grant Awarding Coordinator of the Action (Prof Marzenna Dudzinska, [m.dudzinska@pollub.pl](mailto:m.dudzinska@pollub.pl)).