



# RESTORE

## Short Term Scientific Missions

APPLY for a RESTORE STSM!

Interested in bringing Restorative Sustainability expertise to your country?

Apply for a STSM to map RESTORE sustainable building standards!

Suggest a STSM topic and project or [select a host](#) looking for participants.

Make your case, why is your study important, how will you use it to expand understanding in your country and abroad and GO!

**Important Dates:**

Applications Open 25 June 2018

Applications Close 31 December 2018

STSM can begin from 15 July 2018

STSM and reporting must be completed by February 28, 2019.

Applications will be reviewed as they are submitted. Applicants will be notified of the outcome of the review as quickly as possible.

## CALL FOR SHORT TERM SCIENTIFIC MISSIONS

### RESTORE | CA16114

The second Short Term Scientific Missions (STSMs) call for the [RESTORE COST Action](#) is now open. RESTORE is seeking applicants for STSMs may begin after July 15 2018 and end before February 28, 2019 (including outcome reports and expense claims). You must apply by 31 December 2018.

#### Short Term Scientific Missions in RESTORE

STSMs are research visits to a host institution where the applicant will perform research activities that advance the objectives of RESTORE. STSMs must be between 5 and 90 days. STSMs are financially supported by the Action with a fixed contribution of up to 2500 EUR.

The RESTORE Action will finance 6 STSMs during the second grant period.

Proposed STSM topics should address, at a minimum, one of the following goals:

- **WG2:** define, explore, and analyse the design methods and tools for restorative development; develop hands-on solutions for practitioners. Specific topics of interest for STSMs during this grant period:
  - Urban Regenerative Adaptation to Climate Change
  - Parametric Tools for the implementation of a Holistic Regenerative Design
  - Mapping regenerative standards
  - Integrative Regenerative Design Processes
- **WG3:** explore and analyse the impact and innovations in restorative/regenerative building construction and operations
  - Restorative construction bidding (Integration of sustainability/restorative aspects in the call for tenders, specification, procurement and contract stage)
  - Restorative construction processes (Minimize waste of materials, emissions, water time, and effort during the construction in order to generate the maximum possible amount of value, lean construction)
  - Restorative Operations and Maintenance (Continuous optimization to maximize the benefits for environment and users and assure that the initial state is maintained or enhanced)
  - Restorative Refurbishment and Second Life (Regeneration of existing buildings to improve their value for users and environment)
- **WG4:** Explore and define methods to tests and evaluate the restorative/regenerative impact of technologies and indoor conditions.

Please review the RESTORE [website](#) and [Memorandum of Understanding \(PDF\)](#) to learn more details about each working group before submitting your application!

### **Applying for an STSM**

The applicant should confirm the eligibility of their STSM by carefully reading the rules in Section 8 of the COST Vademecum.

Applications must include:

- A cover letter briefly introducing the applicant, the research project, and the project's relevance to RESTORE and the selected working group
- An invitation letter from a host institution
- A letter of support from the applicant's home institution
- The applicant's CV, including relevant publications
- A completed application form

Applications should be sent, in PDF form, to the RESTORE STSM Manager, michael.burnard@iam.upr.si and submitted through the e-COST system (<https://e-services.cost.eu>). Your STSM application will be considered by a committee of RESTORE core group members. You will be notified by the STSM Manager on the outcome of your application evaluation as soon as it is known.

## STSM Application

To apply for a Short Term Scientific Mission (STSM) within the RESTORE (CA16114), please send the following documents (in a single pdf file) to [michael.burnard@iam.upr.si](mailto:michael.burnard@iam.upr.si):

- i) A cover letter briefly introducing the applicant, the research to be conducted, and the relation to the Working Group objectives
- ii) this STSM application form, filled according to your STSM plans,
- iii) an invitation letter from the host institution,
- iv) a support letter from the home institution,
- v) the applicant's CV, including publications.
- vi) a list of publications of the visitor (if applicable).

Please submit the required items through the e-COST system as well (<https://e-services.cost.eu>). Your application will be evaluated by the STSM Committee based on the following criteria:

	Description	Grading	Weight
1.	Quality and feasibility of the work plan	1 to 10	17.5 %
2.	Quality and feasibility of the outcomes	1 to 10	17.5 %
3.	Suitability of the applicant to work plan objectives	1 to 10	17.5 %
4.	Benefits of the STSM for the applicant (visitor)	1 to 10	17.5 %
5.	Appropriateness of the STSM for the selected Working Group and objectives	1 to 10	30 %

Priority will be given to applications that support the objectives of the working group they wish to work within. Please consult the RESTORE website and the RESTORE Memorandum of Understanding for details.

It is expected that each STSM grantee will present their STSM work at a RESTORE Working Group meeting or International Meeting. Upon completion of the STSM, an STSM report must be submitted to the STSM Manager by email. **After the STSM participants are highly encouraged to submit papers related to topic studied during STSM.**

The calculation of the financial contribution for each STSM must respect the following criteria:

- 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.
- For ECIs, up to a maximum of EUR 3 500 in total can be afforded to ECIs for missions with a duration of between 91 and 180 calendar days;
- STSM applicants from ITC participating in the COST can request a pre-payment of 50% of their STSM total Grant when they complete the first day of their STSM

Please carefully read the STSM rules in the [COST Vademecum](#) at Section 8.

In case you have any questions about the application procedure or STSM rules, please contact [michael.burnard@iam.upr.si](mailto:michael.burnard@iam.upr.si).

**Submit the following info**

Identify the RESTORE Working Group your STSM will support and describe how your STSM will further the objectives of the working group (max 1 page):

<b>Title:</b>	Provide a short title for your STSM
<b>Applicant (visitor):</b>	<ul style="list-style-type: none"> <li>- Name: .....</li> <li>- Affiliation: .....</li> <li>- Position : .....</li> <li>- Country: .....</li> <li>- ITC Country*:yes/no – If YES, you may ask for pre-payment of 50% of total budget</li> <li>- ECI**: yes/no</li> </ul> <p>(ITC* = Bosnia and Herzegovina, Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, FYR Macedonia, Hungary, Latvia, Lithuania, Luxembourg, Malta, Montenegro, Poland, Portugal, Romania, Serbia, Slovakia, Slovenia, Turkey            ECI** = Early Career Investigator, a researcher within a time span of up to 8 years from the date they obtained their PhD/doctorate (full-time equivalent), see the <a href="#">COST Vademecum</a>)</p>
<b>Host:</b>	<ul style="list-style-type: none"> <li>- Name:</li> <li>- Contact</li> <li>- Affiliation:</li> <li>- Country:</li> </ul> <p>Please provide a letter/email from the host that confirms the intent to host the STSM visitor.</p>
<b>Dates:</b>	From: To: Nr. of days: (between 5-90 days) Please consult the STSM rules in the <a href="#">COST Vademecum</a> Section 8.
<b>Requested budget:</b>	<ul style="list-style-type: none"> <li>a) Euro for travel</li> <li>b) Euro for stay and meals (max. 160 Euro/day)</li> <li>c) Euro total budget (=a+b) (max. 2500 Euro)</li> </ul> Please consult the budget rules in the <a href="#">COST Vademecum</a> Section 8.
<b>Work plan:</b> (max 1.5 pages)	
Provide a description of the planned activities during your STSM that includes: <ul style="list-style-type: none"> <li>- Background</li> <li>- Objectives</li> <li>- Description of the work to be carried out by the visitor at the host institution</li> <li>- Justification for choice of host institution</li> </ul>	
<b>Prospected Outputs:</b> (max. 10 lines)	
Describe the outputs of your STSM. For instance: <ul style="list-style-type: none"> <li>a) the STSM contributes to a deliverable described in the <a href="#">MoU of the Action</a></li> </ul>	

b) the STSM results in a joint journal/conference publication (please indicate the targeted journal/conference)

c) the STSM results in a joint research proposal

d) other output (give description)

**Benefits of the STSM:** (max. 10 lines)

Please describe the benefits of the STSM for the visitor (and host).

## Useful Information

Website <https://eurestore.eu>

Working Group 2: <http://www.eurestore.eu/working-groups/wg2-restorative-design/>

Working Group 3: <http://www.eurestore.eu/wg3-restorative-building-and-operations/>

STSMs: <http://www.eurestore.eu/short-term-scientific-missions-stsm/>

## Vademecum (COST Action Rules)

**This is a must-read document prior to making your STSM application**

**[COST Vademecum](#)**

## RESTORE Cost Action Link

<https://e-services.cost.eu/action/CA16114/overview>

## STMS Selection Committee

STSM Lead: Mike Burnard [michael.burnard@iam.upr.si](mailto:michael.burnard@iam.upr.si).

Scientific Representative: Roberto Lollini

Working Group 2, 3, and 4 Leaders (as appropriate for the application)

## RESTORE Action Twitter Account

@CostRESTORE

## RESTORE Action Facebook Page

<https://www.facebook.com/COSTRestore/>



## Appendix B

### CA16114 RESTORE STSM Scientific Report Requirements

STSM Title:

STSM Reference: [STSM Grant Number]

Beneficiary: [Name and affiliation]

Host: [Name and affiliation]

Period: [DD-MM-YYYY to DD-MM-YYYY]

Place: [Location where the STSM was carried out]

1. Summary/Abstract
2. STSM Objectives
3. Description of work carried out
4. Description of preliminary results
5. Future collaboration with host institution
6. Expected publication based on the results
7. Host confirmation of successfully implemented STSM
8. Other comments