



RadioNet support for organisers of technical events

1. Call text
2. The application form to be used

RadioNet support for **organisers** of technical events

Call

RadioNet is an EC funded project, which brings together the premier radio astronomical facilities in Europe to serve a growing research community across all of Europe and beyond. RadioNet supports a networking programme to promote and strengthen RadioNet [infrastructures](#) (EVN, e-MERLIN, NOEMA, IRAM-30m, LOFAR, Effelsberg, APEX and ALTA) and [technical developments](#) (AETHRA, BRAND EVN and RINGS).

The [RadioNet technical dissemination activity](#) concentrates mainly on the dissemination of the technical achievements relevant for the RadioNet infrastructures, made by [the RadioNet technical development activities](#), and beyond. The aim is to bring the RadioNet technical results and expertise to the attention of the broader engineering community by organisation or co-sponsoring of events. The objective is to exchange ideas and new directions, and to attract the interest of researchers and industrial engineers in related fields, to collaborate in the development of Radio Astronomy as well as industry applications, with the aim to transfer knowledge in both directions. Furthermore, the use of RadioNet research infrastructures by industrial researchers should be fostered - and vice versa. This activity aims to encourage the involvement of industrial associations in consortia or in advisory bodies. The supported events can be found [here](#).

We invite **organisers of technical events addressing RadioNet's technical dissemination goals¹ to respond to the call using the application form.**

The funding can be used to support travelling of individual participants proposed by the organisers. For RadioNet beneficiaries (see below) organizational cost can also be supported. Note, only participants promoting the technical results from the RadioNet infrastructures/developments or bringing added value to the RadioNet community through their expertise by giving talks are entitled for RadioNet support. For further details, see [the guide for organisers](#).

This is the last RadioNet call and the approved event has to take place during latest 31.10.2020.

Please send the duly filled in application form as PDF file to

RadioNet@mpifr.de

Deadline: February 1, 2020, 5pm (CEST)

The evaluation will be performed by a Selection Committee and announced within 3 weeks after the submission deadline. The allocation of the RadioNet support will be made on the justification made with regard to the RadioNet infrastructures as well as on the technical developments.

It is expected that event organizers provide individual candidates for RadioNet support at least one month before the event. The event organizers and supported participants should acknowledge RadioNet support in any advertising media (e.g. webpage, talks, poster, publications). The event organisers have to commit to provide an assessment report not later 15.11.2020 for the cost reimbursement.

We invite proposals for events finishing at least 31.10.2020. For events before the end of May 2020, there is a 6-month deadline after the event for claiming the expenses from RadioNet; after that the deadline becomes progressively shorter since all claims must be finalised by November 2020. Claiming reimbursement after 1.12.2020 will not be possible under any circumstances and organisers of events awarded funding in Sept or Oct 2020 should discuss with RadioNet their plans to ensure speedy financial resolution.

You are welcome to contact the activity leader [Dr. Reinhard Keller](#) for more information about the RadioNet scientific dissemination programme and/or the RadioNet management for assistance.

Sincerely,

[RadioNet Management](#)

¹ Please contact the activity leader – [Dr. Reinhard Keller](#) for more information about the technical dissemination.

Funding principles:

- Cost must be actually incurred in connection with the RadioNet action and necessary for its implementation
- Cost must be identifiable and verifiable, in particular recorded in the accounts in accordance with the accounting standards. Cost must comply with the applicable national law on taxes, labour and social security
- Travel costs and related subsistence allowances (including related duties, taxes and charges such as non-deductible value added tax (VAT) paid by the beneficiary) are eligible if they are in line with the beneficiary's usual practices on travel.
- Cost must be reasonable, justified and must comply with the principle of sound financial management, in particular regarding economy and efficiency (i.e. in line with a good housekeeping practice when spending public money, avoiding monetary excesses). 'Economy' means minimising the costs of resources used for an activity (input), while maximising quality; 'efficiency' is the relationship between outputs and the resources used to produce them.

Examples:

1. The beneficiary may NOT upgrade its travel policy or its purchasing rules because of the EC support.
2. **Not eligible are:** Entertainment or hospitality expenses (incl. gifts, special meals and dinners); not obligatory tips; cost of cancelled trips/events; personnel cost; exchange fee; trip insurance, re-booking cost

Obligations and Deadlines –the recipients of RadioNet financial support (organisers, participants) have to:

- assure the visibility of the support by inserting at any advertisement media (e.g., webpage, talks, poster, publications)
 - the project's and EU logos,
 - the acknowledgment sentence:
This event has received funding from the European Union's Horizon 2020 research and innovation programme under grant agreement No 730562 [RadioNet]
- provide an assessment report according to GDPR within one month after the event as a condition for the cost reimbursement
- In case of event organisers, it is expected that the organiser provides
 - candidates for RadioNet support at least one month before the event for the RadioNet approval
 - text and pictures for RadioNet news, twitter and newsletter according to the GDPR rules
- There is a 6-month deadline after the event for providing the event report and for claiming the expenses; afterwards the support will be withdrawn.

RadioNet privacy policy

Personal Data provided in the applications will be stored, made accessible to the EC and auditors & eventually published with the event reports; all processes are designed according to the General Data Protection Regulation (GDPR, May 25th 2018).

RadioNet beneficiaries:

Max-Planck-Institut für Radioastronomie, NWO-I (ASTRON, SRON), IRAM, INAF-ORA, JIV-ERIC, University of Manchester, Chalmers-OSO, STFC, Observatoire de Paris, University of Oxford, Universidad de Alcala (and IGN), ESO, Fraunhofer-IAF, Rijksuniversiteit Groningen, Dublin Institute for Advanced Studies, ILT, Nicolaus Copernicus University, Universität zu Köln, Ventspils Augstskola, Aalto University, Trinity College Dublin, Korea Astronomy and Space Science Institute, University of Turku, Université de Bordeaux, Delft University of Technology, University of Glasgow, Department of Science and Technology (DST)

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Application form

EVENT INFORMATION	
EVENT TITLE	
EVENT PLACE	<i>City & country (event webpage when possible)</i>
ORGANISER'S INSTITUTE	<i>Please insert the name of the institute (not a department) and the name and email of the contact person</i>
EVENT DATE	
NO. OF PARTICIPANTS	
TOTAL EVENT COST	
OTHER SOURCES OF FUNDING	<i>Please specify, especially use of other EU funding</i>
REQUEST <i>(max. 2,5 pages)</i>	
Requested contribution [EURO]	<i>Please specify the level of the requested RadioNet support [EURO]</i>
Use of the RadioNet contribution	<i>Please specify in detail the use of the RadioNet support, indicating the expenses (e.g. who, how much, for what, selection criteria) and keep in mind the goals of RadioNet.²</i>
Topic	<i>Please describe briefly the topic of the proposed event coordinated with the hosting institute highlighting the added values for the RadioNet community.</i>
Relevance for RadioNet	<i>RadioNet focuses on the dissemination of technical achievements and progress of the project technical activities in the community. Events supported by RadioNet should aim at bringing the European radio astronomy engineering results and expertise to the attention of the broader engineering community, at exchange ideas and new directions, and at attracting the interest of researchers and industrial engineers in related fields to collaborate in the development of Radio Astronomy as well as industry applications with the aim to transfer knowledge in both directions. Furthermore, RadioNet fosters the use of research infrastructures by industrial researchers and vice versa, and it aims to encourage the involvement of industrial associations in consortia or in advisory bodies.</i>
Impact	<i>Please explain the impact of the event on the collaboration of European radio astronomy engineers with industry and a wider community (scientific, technical, industrial).</i>
Ethics	<i>Please specify how you will address the ethic issues. RadioNet is expecting from the organisers to strive for gender balance amongst supported participants.</i>

² For more information about the RadioNet technical dissemination please contact the leader – [Dr. Reinhard Keller](#)

Privacy Policy: *With signing this template and applying for RadioNet funding, I accept the Privacy Policy of RadioNet, which is based on the EU General Data Protection Regulation (GDPR).*

Place & Date:

Signature of the applicant:
