



## Request for RadioNet support for **training events**

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

# RadioNet support for training events

## Call

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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](#).

The [RadioNet training activity](#) is devoted to equipping radio astronomers and engineers with the skills, which are essential to take full advantage of RadioNet and future radio astronomical infrastructures. This activity will foster the skills needed for exploitation of European radio astronomy facilities by researchers worldwide. It will enable radio astronomers to take advantage of global best practices and research opportunities and help newcomers to radio astronomy to learn current state-of-the-art techniques, and encourage them to stay in the field. The events supported by this activity should be aimed at astronomers and engineers in order to communicate, and indeed develop techniques needed to plan observations, reduce and interpret data from present and next-generation facilities. This ensures that there will be sufficient experts in the market to support their communities in making use of new opportunities (ALMA, EHT and SKA, and the other rapidly-evolving RadioNet facilities).

RadioNet seeks hosts for major radio astronomy-related training events such as ERIS and hands-on single-dish schools. In addition, RadioNet provides modest support for the training aspects of events, covering any subject of radio astronomy. Please apply as early as possible, communicate the requested amount of funding and, if possible, give alternate dates in case of clashes. Please check for clashing events before you fix the dates for your event: [RadioNet calendar](#) and scheduled events from [training](#) and [dissemination](#) activities.

We are inviting organisers of training events to respond to this call using the application form.

**Please send the duly filled in application form as PDF file to**  
**[RadioNet@mpifr.de](mailto:RadioNet@mpifr.de)**

**Deadline: February 1, 2018, 5pm (CET)**

Financial support can be used to subsidise organisational costs and travel costs for selected participants. Eligible for RadioNet support are experts/tutors and present and future users of the RadioNet infrastructures who could not otherwise attend (i.e. from less well-funded institutes). Organisers will be encouraged to ensure the gender balance and diversity of attendees, both among participants and tutors. Check [Guide for organisers](#) for details.

The evaluation results of the duly submitted applications 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 primarily based on the justification made with regard to the RadioNet infrastructures and the project itself and secondly on the proposed research.

It is expected that event organizer provides a list of individual candidates for RadioNet support at least one month before the event. The event organizers and supported participants are expected to acknowledge RadioNet support in any advertising media (e.g., webpage, talks, poster, publications). The event organiser commits to provide an assessment report based on the provided template within one month after the event as a condition for the cost reimbursement. Wherever possible, claims should be made in the first instance from a participant's own institute, who then reclaim the money from RadioNet. There is a 6-month deadline after the event for claiming the expenses from RadioNet; afterwards the support will be withdrawn

Please contact [Dr. Anita Richards](#) for more information about the RadioNet training programme, and the [RadioNet office](#) for assistance.

Sincerely,

RadioNet Management

**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 increase the remuneration of its personnel, upgrade its travel policy or its purchasing rules because of the European Commission support.
2. Entertainment or hospitality expenses (including gifts, special meals and dinners) are in principle not eligible.
3. Tips, which are not obligatory, are not eligible. By contrast, in some countries the invoice of the restaurant includes a certain mandatory amount as payment for the 'service'. In this case, the amount may be considered eligible — if the other eligibility conditions are fulfilled.
4. Cost of cancelled trips/events cannot be reimbursed.

**Eligibility for funding:**

Researchers throughout the world can participate in the Horizon 2020 projects - though they are not always eligible for H2020 funding. Regarding funding, we can distinguish between countries that are automatically eligible for funding and those that are not. For more information click here:

[http://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/international-cooperation\\_en.htm](http://ec.europa.eu/research/participants/docs/h2020-funding-guide/cross-cutting-issues/international-cooperation_en.htm)

**RadioNet visibility:**

The recipients of RadioNet financial support (organisers, participants) have to assure the visibility of the support by including at any advertisement media the project's and EU logos, and 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]*



## RadioNet support for training events Application form

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EVENT INFORMATION	
TITLE	
PLACE	
ORGANISER'S INSTITUTE NAME	<i>Please insert the name of the organisation and the details on the contact person</i>
DATE	
NO. OF PARTICIPANTS	
TOTAL EVENT COST	
OTHER SOURCES OF FUNDING	<i>Please specify the other sources of funding and their level</i>
<b>REQUEST</b> <i>(max. 2 pages)</i>	
Requested contribution	<i>Please specify the level of the requested RadioNet support [EURO]</i>
Use of the RadioNet contribution	<i>Please specify the use of the RadioNet contribution, e.g. approximately how many people will be supported, is this students, tutors, etc.? Which other costs exist? What is the overall budget for the event? How will this event contribute to RadioNet goals?<sup>1</sup></i>
Impact of training <input type="checkbox"/>	<i>Please outline the anticipated impact of the event e.g. on knowledge transfer to the next generation of scientists and engineers.</i>
Accessibility	<i>Please specify the selection criteria for attendees</i>
Ethics <input type="checkbox"/>	<i>Please explain how you will encourage ethical issues such as gender, ethnic diversity, reaching new communities, as relevant.</i>

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<sup>1</sup> For more information about the RadioNet training programme please contact Dr. Anita Richards (a.m.s.richards@manchester.ac.uk).