

This grant can also be used for the support of the Action's MC operation, such as secretarial support, small-scale Action-related ad hoc activities and support for preparatory events. The MC Chair, as grant holder, has to report on the expenditure of this fixed allocation at the MC meeting.

Concept	Participants	#days	Number	Unit	Import
Workshop for Early Stage Researchers	70	5	4	189.500 €	758.000 €
Core Group meetings (Smaller group: Chair, Vice-Chairs, and WG Leaders) 2 x 5WG x 4 years	10	2	8	26.300 €	210.400 €
Working Group (WG) meetings (5WG x 1 by year x 4 years)	20	4	20	41.900 €	838.000 €
Workshops/Conferences restricted to members of the MC or WG					
Domain Committee (DC) meeting	10	2	12	26.300 €	315.600 €
Ad hoc Groups			4	26.300 €	105.200 €
Other COST relevant meetings: evaluation panels, editorial meetings, strategic meetings).	10	2	4	26.300 €	105.200 €
MC Chair (per year) Web-Portal			4	2000	8.000 €
Final Conference			1	189.500 €	189.500 €
Total Budget					2.529.900 €

Workshop for Early Stage Researchers					
Concept			Number	Unit	Import
Workshop budget (up to 80 participants)					
Duration (days)			5		
Number of participants			70		
Accommodation			5	120	600 €
lunch, coffee breaks (25 x 2)			5	50	250 €
Flight tickets (max)			1	1000	1.000 €
Taxi, minor expenses			1	40	40 €
Per participant					1.890 €
Participants cost					132.300 €
Other costs					
Room and technical equipment rental (600 E /day)			4	600	2.400 €
printing of programmes, application forms, etc.			70	10	700 €
book of abstracts, draft report etc.			100	50	5.000 €
Photocopying			1000	1	1.000 €
Phone, fax, mailing costs, letters			1	500	500 €
Personnel - technical support			12	3000	36.000 €
Personnel -secretary (3 months)			3	2500	7.500 €
Congress organising agency (large conferences)					0 €
Local transport - e.g. bus for field trips;			4	500	2.000 €
Coffee breaks and light refreshments (2 breaks x 5 days)			70	10	700 €
One conference meal (plus)			70	20	1.400 €
					57.200 €
TOTAL WORKSHOP					189.500 €

Workshop for Early Stage Researchers			
Concept	Number	Unit	Import
Workshop budget (up to 80 participants)			
Duration (days)	5		
Number of participants	20		
Accomodation	3	120	360 €
lunch, coffee breaks (25 x 2)	3	50	150 €
Flight tickets (max)	1	1000	1.000 €
Taxi, minor expenses	1	40	40 €
Per participant			1.550 €
Participants cost			31.000 €
Other costs			
Room and technical equipment rental (600 E /day)	1	600	600 €
printing of programmes, application forms, etc.	20	10	200 €
Photocopying	200	1	200 €
Phone, fax, mailing costs, letters	1	300	300 €
Personnel - technical support	1	3000	3.000 €
Personnel -secretary (3 months)	2	2500	5.000 €
Congress organising agency (large conferences)			0 €
Local transport - e.g. bus for field trips;	2	500	1.000 €
Coffee breaks and light refreshments (10 x 50)	20	10	200 €
One conference meal (plus)	20	20	400 €
			10.900 €
TOTAL WORKSHOP			41.900 €

Core Group			
Concept	Number	Unit	Import
Workshop budget (up to 80 participants)			
Duration (days)	2		
Number of participants	10		
Accommodation	3	120	360 €
lunch, coffee breaks (25 x 2)	3	50	150 €
Flight tickets (max)	1	1000	1.000 €
Taxi, minor expenses	1	40	40 €
Per participant			1.550 €
Participants cost			15.500 €
Other costs			
Room and technical equipment rental (600 E /day)	1	600	600 €
printing of programmes, application forms, etc.	10	10	100 €
Photocopying	200	1	200 €
Phone, fax, mailing costs, letters	1	300	300 €
Personnel - technical support	1	3000	3.000 €
Personnel -secretary (3 months)	2	2500	5.000 €
Congress organising agency (large conferences)			0 €
Local transport - e.g. bus for field trips;	2	500	1.000 €
Coffee breaks and light refreshments (10 x 50)	20	10	200 €
One conference meal (plus)	20	20	400 €
			10.800 €
TOTAL WORKSHOP			26.300 €