



Rules for Travel & Subsistence support provided to early-stage researcher and postgraduate student attendees of the MARINET 2 short training courses

Evolving from the successful EC-funded MaRINET Infrastructures Network, the MARINET2 initiative is funded under the Horizon 2020 programme - Integrating and opening existing national and regional research infrastructures of European interest; in which 39 institutions around Europe make their research facilities on marine energy available for the industry to develop systems and components. As part of MARINET2, 10 short training courses related to the operations of the Research Infrastructures are being organized, covering a wide range of topics. This will enhance the industry training for personnel in this innovative field.

There will be no registration fee for any of the courses. A travel and subsistence (T&S) sum will be offered in partial support of the attendance at the courses (between 10 and 15 in each course) for early-stage researchers and postgraduate students who require funding to attend the training initiatives. This T&S aims to support the travel and accommodation costs of these young researcher attendees. There are additional places offered on the courses to other potential industrial users of the infrastructures at no cost to the attendee, though the T&S support outlined here only applies to early-stage researchers.

The following rules will apply in relation to T&S support:

- 1) The following candidates can apply for T&S support (note that this is just for T&S support – there are no restrictions to attend a course without T&S support, subject only to availability):
 - a) MSc, PhD students and early-stage researchers from Universities and research institutes outside the MaRINET consortium;
 - b) MSc, PhD students and early-stage researchers from inside the MaRINET consortium.
- 2) The European Commission’s definition of Early-Stage Researchers: ESRs shall be in the first four years (full-time equivalent research experience) of their research careers and have not been awarded a doctoral degree. Full-time equivalent research experience is measured from the date when the researcher obtained the degree entitling him or her to embark on a doctorate, even if a doctorate was never started or envisaged. Part-time research experience is counted pro-rata).
- 3) In each course the aim is to have parity between the size of groups a) and b) mentioned above, i.e. the number of T&S supports given to both groups should be ideally the same.
- 4) Applicants travelling from outside the EU are eligible for participation and financial support, although participation is limited to 20%.
- 5) The candidates applying for T&S support are required to send a scanned support letter by their supervisor (or equivalent) to marinet2.shortcourses@wavec.net. Letters should include a short description of their research topic and mention the status of student or ESR.
- 6) In situations in which there are more candidates considered eligible than travel grants available, priority is given according to date of application submission.



- 7) The application for T&S support will be open until 1 month before the course, and the notification of successful applicants released 3 weeks before the course.
- 8) The travel grants will be paid up to 4 weeks after the course, subject to attendance at the course.
- 9) The decision board will be led by the MaRINET2 project managers of University College of Cork - MaREI (chair), Wave Energy Centre and the project manager of the institution organizing the course (if not one of the other two). In the case of a course organized by UCC - MaREI, the Wave Energy Centre project manager will be the board chair.
- 10) The Travel & Subsistence contribution is for a max. of €500 per participant per course.
- 11) The T&S claim must be based on vouched expenses and receipts should be submitted with the claim - a claim form will be provided to the selected grant holders.
- 12) Expenses will be reimbursed by University College Cork (UCC) according to the limits, normal rules and procedures as outlined in UCC's travel policy which will be summarized and attached to the claim form mentioned above.
- 13) The expense claim form with accompanying receipts must be sent electronically to marinet2@ucc.ie and by post to *Emma Knowles, Beaufort Building, Haulbowline Road, Ringaskiddy, Co. Cork, Ireland* within one month of completion of course. Another month should be allowed for processing and payment of this claim.