

ESF Exploratory Workshops - 2010 Call for Proposals

The focus of the scheme is on meetings aiming to open up new directions in research or to explore emerging research fields with potential impact on new developments in science. Proposals should demonstrate the potential for initiating follow-up research activities and/or developing future collaborative actions. Interdisciplinary topics are encouraged.

Scientific fields

Biomedical Sciences
Life, Earth and Environmental Sciences
Physical and Engineering Sciences
Social Sciences
Humanities
Science driven issues of Research Infrastructures in any of the above fields

The 2010 Call for Proposals is for workshops to be held between **1 February and 31 December 2011**.

The **deadline** for submitting proposals is **29 April 2010, 16:00 CET**.

Required Format

ESF Exploratory Workshops are discussion meetings with an aim to develop new strategic directions for research. They are intended to be small, interactive and output-oriented gatherings following the format below:

- A number of participants comprised between 15 minimum and 30 maximum (including speakers and convenors).
- A usual duration of 1-3 days.
- Ample time for discussion must be provided in the scientific programme.
- A workshop shall conclude with plans for follow-up research activities and/or collaborative actions or other specific outputs within or outside the frame of ESF (e.g. prepare the ground to develop a Forward Look, a Research Networking Programme, a EUROCORES proposal or an application to the EC Framework Programme).
- A workshop should have wide participation from across Europe,
- no country, including that of the convenor(s) / coordinator is represented by more than 25% of the total participants.
- participation of at least 4 ESF Member Organisation countries (Austria, Belgium, Bulgaria, **Croatia**, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Lithuania, Luxembourg, Netherlands, Norway, Poland, Portugal, Romania, Slovak Republic, Slovenia, Spain, Sweden, Switzerland, Turkey, United Kingdom)
- ESF encourages promotion of gender equality in all its activities: representation from either gender at a workshop must be at least 1/3 of the total participation.

Criteria for applicants and participants

Applicants (convenors) must be active scientists or scholars based in European **universities or research institutes** in countries having agencies that are Member Organisations of the ESF.

Participants should be selected on the basis of their scientific excellence and potential contribution. The aim should be to have wide participation from across Europe, with due regard also to age, gender and geographical balance. The involvement of younger, independent researchers and scholars with leadership potential is encouraged. Priority should be given to scientists and scholars based in ESF Member Organisation countries.

Participants from European countries not having ESF Member Organisations and from countries outside Europe may be included in the workshop where such involvement is essential on scientific grounds. Such participants should normally obtain support from their appropriate national agencies or from relevant international organisations. Any request for financial support from the ESF for participants based outside countries with ESF membership must be justified on scientific grounds.

The directory of ESF member organisations and countries: <http://www.esf.org/about-us/79-member-organisations.html> .

Budget Guidelines

- Awards will be up to a **maximum value of 15 000 EUR**. The amount requested may be decreased by the ESF at the time of awarding.
- Additional financial support provided by other organisations (if applicable) is welcome and should be mentioned in the budget. The meeting must, however, remain an ESF event (see paragraph below).
- the ESF award should represent no less than 51% of the total workshop budget;
- awards are not meant to contribute to or subsidise the funding of meetings mainly funded or organised by other organisations, nor to support one in a series of workshops.
- No participant at an ESF exploratory workshop should be requested to pay a registration fee.
- The preliminary budget in the proposal should provide a clear indication of the intended use of funds showing the breakdown of accommodation expenses, meals and estimated travel costs in relation to the number of participants, as well as other costs if appropriate and use of co-sponsoring if applicable.
- ESF Exploratory Workshops are not open to the public and participants are, in principle, identified at proposal stage.

Eligible costs

- Travel, accommodation and subsistence for participants.
- Costs for meeting room and equipment rental, within reasonable bounds.
- Local administrative costs (if any) charged to ESF must not exceed 10% of the total ESF award (secretarial assistance, printing, photocopying, telephone, fax, email etc.).
- Should support for publication be required, costs chargeable to ESF are limited to 10% of the award.

Ineligible costs

- Honoraria for the organizers of and speakers at ESF exploratory workshops will not be remunerated.
- Costs for simultaneous translation, hospitality desk, courtesy gifts, floral arrangements, etc.
- Publicity related expenses such as adverts, posters, etc.
- The purchase of equipment (hardware).

Proposals Submission

Proposals must be in English and should be submitted using the specific form provided below for that purpose, respecting headings and structure and providing the requested information in the order of listing. Proposals should not exceed 10 A4 single pages:

EW_Application_Form.doc (Word version)

EW_Application_Form.rtf (Rich Text Format)

Additional information:

<http://www.esf.org/activities/exploratory-workshops/ew-call-for-proposals/ew-call-for-proposals-submission-details-and-procedure.html>