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PIANOFORTE Partnership

European Partnership for Radiation Protection Research

Horizon-Euratom – 101061037

D4.1 - Rules and guidelines for the support of: 1) courses, 2) the mobility programme for PhD students and early career researchers, 3) CPD for RP professionals (M1)

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Abstract

The overall objective of WP4 is to maintain existing and develop new competences in radiation protection with focus on the following research areas: health effects of low-dose radiation, medical applications of ionising radiation, radioecology, emergency and recovery management, dosimetry and detection of ionizing radiation, and social sciences and humanities in ionising radiation research, as represented by the European radiation research platforms ALLIANCE, EURADOS, EURAMED, MELODI, NERIS, SHARE. To this end:

Task 4.1 aims at organizing courses at a level not lower than that of Master of Science. A call for courses will be announced annually. A maximum amount of 180,000€ per year is allocated to this task (60% EC funding, 40% co-fund).

Task 4.2 aims at offering travel grants to **early career researchers**. Calls for travel grants will be organized 4 times per year. A maximum of €20,000 (100% EC funding) per year is allocated for this task.

Task 4.3 aims at offering travel grants to early career **radiation protection professionals**. Calls for travel grants will be organized 4 times per year. A maximum of €20,000 (100% EC funding) per year is allocated for this task.

Guidelines and rules for courses and both types of travel grants (mobility program) form the content of this deliverable. They will be published on the project website as soon as it is active.

<End of abstract>

Call for PIANOFORTE Courses (Task 4.1)

General description

- Under Task 4.1 of the WP4 of PIANOFORTE, there will be annual calls for proposals to host short training courses.
- The call is open to PIANOFORTE partners. The purpose of the training courses is to provide Education and Training covering all aspects of the scientific research areas relevant to PIANOFORTE in order to develop expertise in the field.
- The training courses are primarily directed towards PhD students, early career researchers and young professionals and are open primarily but not exclusively to researchers working in the European Union and Associated States.
- A training course may be based completely on the financial support provided by PIANOFORTE or include a participation fee.
- Proposals will be assessed by the Education and Training Committee (ETC), consisting of the members of task 4.1 on the basis of:
 - Relevance and value of the topic and coverage to the aims of PIANOFORTE
 - Quality of course program and expected learning outcomes
 - Expertise of the host institution
 - Practicality of the course arrangements
- If the number of proposals exceeds the number that can be funded an objective points system (giving equal weight to the above categories) will be used to prioritise the applications.
- Applicants are encouraged to incorporate the use of European infrastructures within the course, or include a session on their applicability and use, as appropriate within the discipline of the course topic.

2. Series 1 short-term training courses: invitation for proposals for 2023

- Applications are invited for financial support to organise and teach a short training course of max. two weeks to be delivered between January 2023 and December 2023. The scheduling of the successful training courses will be decided following the decision on the proposals so that an overlap of the courses is minimized.
- A proposed training course may be either focused intensively on a single topic or be more comprehensive (for the purpose of extending the range of student research skills and promoting cross-discipline collaboration). The length of the course should be justified by the content and purpose.
- Teaching and training should be at the level of a Master of Science course or PhD training program. A training course (sub-module) could consist of lectures, tutorials and practicals and should be typically designed for between 12 and 20 students.
- If possible European Credit Transfer and Accumulation System (ECTS) credits should be awarded to participants on successful completion of a training course. However, this is not mandatory.
- The possibility of holding a training course via the internet should be highlighted.

- Applications must be made using the template annexed to this document (Annex I).
Please make sure you use the most recent version of the template.

Timetable and submission of applications

The date for submitting application will be announced in Autumn every year. The proposal should be made by completing the enclosed proposal form including annexes I-II, following the instructions given on the template, and submitted to pianoet.mbw@su.se by the deadline. All applicants will receive a receipt as acknowledgment of their application.

3. Financial details

Financial support from PIANOFORTE will be available for personnel (additional PM of a PIANOFORTE beneficiary and/or honoraria and expenses of lecturers), use of facilities and consumables, travel and accommodation of external lecturers, and may offer reimbursement for travel and provision of accommodation for participants.

The funding will be on the following basis:

- Actual eligible costs, as per application template;
- Total budget will be funded at a rate of 60% PIANOFORTE funding, 40% co-fund to a maximum of €7,500 EC contribution per week when there is no laboratory work; to a maximum of €10,000 EC contribution per week when the course includes laboratory work (as costed by the applicant);
- additional funding (own resources) beyond the maximum PIANOFORTE contribution by the course organiser is welcome
- Maximum of €180,000 PIANOFORTE contribution is available for this course series.

This distribution will be used as a reference and Task 4.1 members (the decision taking body) are not confined to follow these amounts strictly when deciding on funding courses. Task 4.1 members reserve the right to adjust the sums according to the proposals. The applicants must fill in and attach to their proposal the budget templates (Annex I to the proposal form). If a common proposal with several partners is prepared, separate budgets for each partner that will have costs are required. The budgets cannot be overlapping with each other if a common proposal is concerned.

4. Reporting

Successful applicants will be required to submit a report on the training course (including the feedback of the participants – see Annex I for an exemplary template) within 1 month after

the course end. Also, they are encouraged to share their experience on PIANOFORTE website and available social media channels. To this end please contact XXX (contact details will be inserted).

5. Considering the European Green Deal

When planning the course please consider the possibility of reducing the carbon footprint. Actions to be considered include planning distant teaching to reduce travel, preferential choice of train transportation and minimizing printing of paper material.

ANNEX I

PROPOSAL TO HOLD A TRAINING COURSE

APPLICANT INFORMATION:

If more than one organisation prepares a common proposal, please give the required information of all PIANOFORTE beneficiaries involved. The first beneficiary listed will be considered as the lead beneficiary of this proposal. You may add or delete rows as applicable.

	Organisation:	Names of Lead Scientists:	E-mail address of Lead Scientists:
1			

GENERAL INFORMATION:

Title and acronym:

Please insert title of the proposed course

Schedule:

Please provide earliest start and latest end dates of the proposed course

Earliest start date:		Latest end date:	
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Repeat course:

Is this a repeat of a previous similar course:		Date of previous course:	
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If this is a repeat course please submit a report on the previous edition, including attendance numbers and student feedback

PROPOSED COURSE description

Course topic:

General description of the course topic and contents

Length of the course:

Overall duration (weeks) and number of hours (divided into number of hours for lessons, tutorship, laboratory)

Date and place for the course:

For the date indicate best period for the availability of facilities and faculty

Target group and maximum number of participants:

The target population should be defined clearly (e.g. MSc students, PhD students, young investigators, continuing professional education, etc.)

Course Director:

Please provide a one page CV, also highlighting involvement in European projects/networks and teaching experience.

Detailed course contents and laboratory activities:

Estimated number of hours dedicated to each topic (lessons/tutorship/laboratory)

Relevance to PIANOFORTE and learning outcomes:

Explain how the course will support research in the PIANOFORTE area, and the expected learning outcomes of the participants. Give details of any major European infrastructures used or introduced.

Laboratory facilities, (if used):

Description of available facilities

Accommodation for participants:

Indicate available college facilities, guest houses, budget hotels etc.

Will the course offer ECTS-credits?

Indicate how many credits and what procedure is required to gain course accreditation (if any).

Signature(s)¹:

Please provide signature(s) of person(s) authorised to sign for each organisation involved

Name	Position	Signature

¹ All organisations requesting 5 000 € or more EC funding, should provide a signature of person(s) authorised to sign for their organisation. As the proposal can be submitted by electronic means, the signature(s) can be scanned.

BUDGET TABLE

Budget tables must be filled in separate by each entity involved in the proposal. Please attach to the proposal as many copies of Budget tables as needed. In case of a common proposal, the budgets of the beneficiaries involved may not be overlapping with each other.

Part I - Budget for proposed course (eligible costs):

Partner name	
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Budget for the full duration of course, eligible costs	Costs in EURO	Description and justification of the costs
Personnel costs		
Travel		
Student accommodation		
Consumables		
Durable equipment		
Other direct costs		(Please give details)
Direct costs, TOTAL		
Indirect costs (25% of direct costs)		
TOTAL COSTS		
Requested PIANOFORTE funding (depending on the call conditions - max 60 % of the total costs)		
Co-funding		

Amount of person-months planned (eligible for funding):

ETHICAL QUESTIONS

Does your proposal involve any ethics issues as described in the document:

[EU Grants How to complete your ethics self-assessment](#)

https://ec.europa.eu/docs/commission/communication/2014/2014_05/14/states_for_publication/14_0001_en.pdf

If your proposal involves an ethics issues, please specify.

Annex II

A suggested course feedback form that should be adapted to specificities of a course.
To be placed on the web and filled out electronically, suggested platform: Google docs

General evaluation of the course
Please answer each question in one column by giving a numeric value between 1 and 5: 1= lowest, 5 = highest. Also: 1 =no; 5=yes.

What is your general view about the quality of the course?	
Did the content of the course match your expectations?	
How difficult was it to follow the theoretical parts of the course?	
Did you have enough basic knowledge to follow the course?	
Would you have preferred to hear more lectures?	
Would you have preferred to do more practical work?	
How much knowledge did you acquire from the course?	
Did you miss certain subjects that you think would have been relevant?	
What did you think of the X1 lecture?	
What did you think of the X2 lecture?	
What did you think of the X3 lecture?	
What did you think of the X4 lecture?	
What did you think of the X5 lecture?	
What did you think of the XX1 exercise?	
What did you think of the XX2 exercise?	
What did you think of the XX3 exercise?	
What did you think of the XX4 exercise?	
What did you think of the XX5 exercise?	

Please give written comments that will help us to improve the course (one comment per row below)

Call for PIANOFORTE travel grants for early career researchers (Task 4.2)

General description

The European Partnership PIANOFORTE, funded by HE EURATOM programme, offers 20,000 € per year for travel awards to junior scientists working in the field of radiation protection research. Support can be given for participation in a conference, in a course or for an exchange visit to a research laboratory.

Who is eligible?

Early career researchers (max 7 years after gaining the PhD), PhD or MSc students working in the broad field of radiation protection research. The support is not paid to BSc students. An eligible person must be affiliated to a university or a research institution within the European Union or an associated country as governed by Article 7 of the HE Regulation.

When should you apply?

Applications may be submitted at any time. However, there are 4 application deadlines per year:

- 31st March,
- 30th June,
- 31st September,
- 31st December.

After each deadline a maximum sum of 5000€ will be paid out to the top applicants. The maximal level of support per applicant is 1000€.

The support is only granted:

- To early career researchers who defended their PhD not later than 7 years earlier, to PhD and MSc students working on their theses.
- For travel outside the country of residence.
- To cover travel expenses, lodging and conference fees. A budget must be included in an application.
- Once to a person per year, meaning that a person cannot apply for support twice within the same calendar year. An applicant may only submit one application within one application deadline.
- For a trip that will take place within max 9 months after the application deadline.

An application must contain:



- A motivation letter and a CV.
- A signed letter of support from the head of the unit.
- An abstract if the applicant is applying for a conference travel support. Notice that no support will be given for passive conference attendance.
- An invitation letter with motivation if the applicant is applying for travel support to carry out an exchange visit.
- A course programme and letter of acceptance if the applicant is applying for travel support to participate in a course.
- Detailed budget covering expected costs
- A filled out on-line form to be found here (<https://docs.google.com/forms/d/1yNhx-4CKjKfmS7QMclU6Q1CbatguyxbjKCIUruVw0P8/edit>)

Submission and evaluation procedure

The complete application documents should be sent to Anne von Euler at pianoet.mbw@su.se. In addition, the form found here (<https://docs.google.com/forms/d/1yNhx-4CKjKfmS7QMclU6Q1CbatguyxbjKCIUruVw0P8/edit>) must be filled out. The decision about support will be made within 15 days after the nearest application deadline. The time of application in relation to the deadline has no influence on the evaluation outcome. The applications will be evaluated by the Education and Training Committee (ETC), consisting of the members of task 4.2. The following evaluation criteria and ranking will be applied:

Relevance to radiation protection research: 1 (least) – 10 (most),

Scientific quality of the abstract or plan of visit: 1 (least) – 10 (most),

Scientific merits of the applicant: 1 (least) – 10 (most).

Successful applicants will be required to submit a report on their visit on completion of the activity. Also, they are encouraged to share their experience within the PIANOFORTE community, e.g. on PIANOFORTE website and available social media channels. All publications resulting from the mobility activities shall acknowledge the PIANOFORTE Mobility Programme by using the following sentence:

This work has been partially supported by the PIANOFORTE project that has received funding from H2020-EURATOM under grant agreement ID XXX.

Considering the European Green Deal

When planning the travel please consider the possibility of reducing the carbon footprint. Actions to be considered include preferential choice of train transportation and minimizing printing of any paper material.

Call for PIANOFORTE travel grants for early career radiation protection professionals (Task 4.3)

General description

The European Partnership PIANOFORTE, funded by HE EURATOM programme, offers 20,000 € per year for travel awards to junior radiation protection professionals. Support can be given for participation in a conference, in a course or for an exchange visit to a radiation protection facility.

Who is eligible?

Early career radiation protection professionals (e.g. first responders, occupational health physicians, radiation protection officers and experts, medical physics experts, regulators and industry professionals) who are max 7 years after starting their career. An eligible person must be affiliated to an institution within the European Union or an associated country as governed by Article 7 of the HE Regulation.

When should you apply?

Applications may be submitted at any time. However, there are 4 application deadlines per year:

- 31st March,
- 30th June,
- 31st September,
- 31st December.

After each deadline a maximum sum of 5000€ will be paid out to the top applicants. The maximal level of support per applicant is 1000€.

The support is only granted:

- To early career professionals who are max 7 years after starting their career.
- For travel outside the country of residence.
- To cover travel expenses, lodging and conference fees. A budget must be included in an application.
- Once to a person per year, meaning that a person cannot apply for support twice within the same calendar year.
- For a trip that will take place within max 9 months after the application deadline.

An application must contain:

- A motivation letter and a CV.
- A signed letter of support from the head of the unit.

- An abstract if the applicant is applying for a conference travel support. Notice that no support will be given for passive conference attendance.
- An invitation letter from the host institution with motivation if the applicant is applying for travel support to carry out an exchange visit.
- A course programme and letter of acceptance if the applicant is applying for travel support to participate in a course.
- A budget covering all expected costs.
- A filled out on-line form to be found here (https://docs.google.com/forms/d/1txVDnQNN8YCFu_eOOwj4fEpEyYTuC19ilsAx4ttilRE/edit)

Submission and evaluation procedure

The complete application documents should be sent to Anne von Euler at pianoet.mbw@su.se. In addition, the form found here (https://docs.google.com/forms/d/1txVDnQNN8YCFu_eOOwj4fEpEyYTuC19ilsAx4ttilRE/edit) must be filled out. The applications will be evaluated by the Education and Training Committee (ETC) consisting of the members of task 4.3. The decision about support will be made within 15 days after the nearest application deadline. The time of application in relation to the deadline has no influence on the evaluation outcome. The following evaluation criteria and ranking will be applied:

Relevance to radiation protection research: 1 (least) – 10 (most),

Scientific quality of the abstract or plan of visit: 1 (least) – 10 (most),

Added value of the activity to the professional development of the candidate: 1 (least) – 10 (most).

Successful applicants will be required to submit a report on their visit of their activity on completion of the travel. Also, they are encouraged to share their experience with the PIANOFORTE community, e.g. on PIANOFORTE website and available social media channels. All publications resulting from the mobility activities shall acknowledge the PIANOFORTE Mobility Programme by using the following sentence:

This work has been partially supported by the PIANOFORTE project that has received funding from H2020-EURATOM under grant agreement ID XXX.

Considering the European Green Deal

When planning the travel please consider the possibility of reducing the carbon footprint. Actions to be considered include preferential choice of train transportation and minimizing printing of any paper material.