

General information on Training Schools organized in COST Actions.

Training Schools have the same aims and objectives as all other COST Action events:

1. Contribute to Research Coordination

Training Schools are used for reaching specific results. For example, data collection or analysis, training on methodologies developed by the Action, etc. in support of the objectives of the COST Action

2. Contribute to Capacity Building

Training schools allow COST Actions to provide training for researchers and innovators in highly specialized topics which are essential for the Action. They are the tool for transferring know-how among all types of actors and building interdisciplinary expertise. Furthermore, Training Schools can support career development of participants. This contributes to the building of the European Research Area and provides opportunities to all talented researchers and innovators independently from where they are located in Europe or beyond

3. Create and maintain the network

Training Schools support the creation of new collaborations among participants that strongly benefit the Action. These are also important starting points for other networking activities; in particular Short Term Scientific Missions (STSMs)) and follow-up activities such as other funding opportunities and new collaboration proposals.

Benefits of organizing Training Schools in a COST Action

Training Schools are beneficial to both trainers and trainees and should:

benefit Trainers by:

- Networking with colleagues and next generation of researchers working in the same area.
- Setting the “standard” and/or shape new and emerging areas of knowledge.
- Developing and improving their own teaching materials.

benefit Trainees by:

- Meeting and networking with peers and leaders of the area and, build the next generation of researchers.
- Getting critical knowledge and skills to deepen their own research.
- Creating potential for career opportunities.

Criteria for organizing Training Schools

When organizing Training Schools, the following conditions shall be respected

- The Training School shall have the COST Action scientific and networking objectives as its main focus.
- The COST Action also has to be one of the primary organizers of the Training School.
- For co-organized Training Schools, the same conditions should be fulfilled as the ones for co-organized events (Please detail how and why the COST Action will benefit from the co-organization and how the COST Action is involved in the set-up of this joint activity (e.g. share of COST Action Participants in steering or scientific committees).
- The program of the Training School shall incorporate theoretical and practical components.

When organizing Training Schools, the Action MC needs to consider the following aspects:

- The COST Action should be clearly promoted on all dissemination channels, namely the official website of the COST Action and event, brochures, and all training material
- The Training School is recommended to last a minimum of 3 days
- A ratio of at least 3 Trainees to 1 Trainer is recommended

An application/suggestion of a Training School should include following description:

1. How the event addresses one or several associated Grant Agreement Period Goals related to the achievement of one or several MoU objectives and contributing to the Science Communication Plan adopted by the Action
2. A rough schedule
3. Possible keynote speakers and trainers and their relevant expertise
4. Outputs (for details, see below)
5. Training School details
 - Title
 - Attendance type (face-to-face, virtual or hybrid)
 - event location: city and country (tentative),
 - In case of Action co-located activities: Define each of the sub-activities
6. Budget
Budget estimation is calculated automatically in e-COST based on:
 - foreseen number of participants
 - daily allowance
 - average long distance travel cost
 - estimated LOS amount according to event duration
 - and other details.
 If the Action MC decides to reduce the daily allowance, this should be indicated.

Outputs of Training Schools

Outputs can be, but is not limited to:

- **Codified knowledge:** Knowledge expressed through language (including mathematics, music, etc.) and thus capable of being stored on a physical support (i.e. transferable knowledge) – e.g. publications; patents, websites;
- **Tacit knowledge:** Non formalized knowledge, resulting from the participation in the COST Action networking activities and the social interaction among its members that can also be re-invested in other contexts;
- **Technology:** Knowledge embedded in artefacts either ready to use or not, such as machinery or software, new materials or modified organisms – e.g. a prototype, a database;
- **Societal applications:** Use of any kind of knowledge (codified, tacit, technology) to perform specific tasks. Societal applications require the active participation of stakeholders (such as business enterprises, practitioners, regulators, users) within the lifetime of an Action. If stakeholders are not involved, then societal applications may only be considered as possible future impacts resulting from the envisaged outputs, rather than direct Action outputs (e.g. use of a methodology developed by the Action by a community of practitioners not participating in the Action).

Co-localized Training Schools

For co-located COST Action Training Schools with an event not organized by the COST Action:

- How and why the COST Action would benefit from this co-location and how the COST Action activity relates to the other event in terms of scheduling, e.g. COST session within an external event ,or adjacent Action event i.e Action event organized prior to or after the external event (see below for more information on co-location of events);
- A website related to the external event should be provided, if available.
- For co-organized COST Action events with an external organization: o How and why the COST Action will benefit from the co-organization and how the COST Action is involved in the set-up of this joint activity (e.g. share of COST Action Participants in steering or scientific committee) - see below for more information on co-organization of events;
- A website related to the other organization should be provided if available.