

Report from the action's Grant Holder (GH)

COST Action ES1303 TOPROF

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**CNR-IMAA
Potenza, Italy**

Financial situation

- All the claims for past meetings have been reimbursed
- Last Grant Period (May – Oct 2017)

	Forecast	Estimated
○ Meetings	37560	27520
○ Training Schools	8280	6600
○ STSM	3600	0
○ ITC Conf. Grants	6086	0
- *Bulgaria, Cyprus, Czech Republic, Estonia, Croatia, Hungary, Lithuania, Latvia, Luxemburg, Malta, Poland, Portugal, Romania, Slovenia, Slovakia
- **ITC Conference Grant:** a new networking tool provided by COST
 - PhD students or ECI from ITC* to international conferences
 - Note: the conference must take place before TOPROF ends (October 21) and the application must be submitted at least 45 days before the conference start date.
 - So proposal are needed within this week!

Remember

Thanks much for your attention!

Enjoy the meeting!

- ❑ Sign the attendance list
 - no signature – no reimbursement!

- ❑ To claim for reimbursement, you should:
 - be registered on e-cost.
if you are NOT registered, register today (it only takes 5 min)!
<https://e-services.cost.eu/user/login/>

 - fill the Travel Reimbursement Request (TRR) online
 - upload all the receipts (plane/train ticket,...) on e-cost

 - **E-SIGN** (no more blue pen!) and email within 1 month
 - **Email to: gh@toprof.imaa.cnr.it**