

Parseme STSM policy

(Accepted in March 2015)

1. A budget year starts in June and end in May next year.
2. Decisions are made 4 times per budget year. Exception: for the last quarter if there is some money left decisions are made as applications are received (in 7 days)
3. Up to 50% of the STSM budget can be allocated in the first quarter (on the first SC meeting): up to 70% in the first two quarters (on the second SC meeting), up to 90% in the first three quarters (on the third SC meeting), 100% up to the end of the budget year (forth SC meeting).
4. If the above percents are not reached at the stated intervals, more money can be allocated to already approved STSMs (if justifiable).
5. Application can be made for the next budget year during the last quarter of the previous budget year, and decisions made during the 4th SC meeting.
6. We are particularly strongly encouraging STSMs planned for April and May since this is the period when all meetings have been reimbursed and it is known exactly how much of the budget remained from the year.
7. In the case of a large number of good applications that cannot all be accepted we will take care about the COST recommendation: "Necessary geographical and gender balance issues are to be taken into consideration and applications from ESR should be privileged."
8. The following per diem reimbursement rates are recommended per countries. The calculation is based on the following:
 - a. The maximum per diem in COST is 160 EUR
 - b. Per Diem rates applied in contracts by European Commission (https://ec.europa.eu/europeaid/diem-rates-applied-contracts_en, last corrected in February 2014)
 - c. EU per diem \geq 270 EUR \rightarrow max COST rate = 160
EU per diem [240, 270) EUR \rightarrow 90% max COST rate = 144
EU per diem [210, 240) EUR \rightarrow 80% max COST rate = 128
EU per diem [180, 210) EUR \rightarrow 70% max COST rate = 112
EU per diem $<$ 180 EUR \rightarrow 60% max COST rate = 96
Recommended rates are calculated as follows: the recommended rate for the most expensive countries is 112, all other rates are again same percent as for the maximum rate.

Cost States	EC per diem	Parseme per diem (max.)	Parseme per diem (recomm.)
Austria	225	128	90
Belgium	232	128	90
Bulgaria	227	128	90
Croatia	180	112	78
Czech Republic	230	128	90

Cyprus	238	128	90
Denmark	270	160	112
Estonia	181	112	78
Finland	244	144	101
France	245	144	101
Germany	208	112	78
Greece	222	128	90
Hungary	222	128	90
Ireland	254	144	101
Italy	230	128	90
Latvia	211	128	90
Lithuania	183	112	78
Luxembourg	237	128	90
Malta	205	112	78
Netherlands	263	144	101
Poland	217	128	90
Portugal	204	112	78
Romania	222	128	90
Slovak Republic	205	112	78
Slovenia	180	112	78
Spain	212	128	90
Sweden	257	144	101
United Kingdom	276	160	112
Iceland	261	144	101
Israel	309	160	112
Macedonia (FYROM)	171	96	67
Norway	260	144	101
Serbia	158	96	67
Switzerland	301	160	112
Turkey	142	96	67