

CALIPSOplus funding – Twinning Programme

The Trans-national Access programme of the project [CALIPSOplus](#) (**Convenient Access to Light Sources Open to Innovation, Science and to the World**), funded by the European Commission within the EU Framework Programme for Research and Innovation Horizon 2020, supports access for European researchers to European and Middle Eastern light sources.

Run time: 1st May 2017 to 30th April 2021.

Twining programme – funding conditions

Researchers from eligible institutes or universities* taking part in a beamtime at one of the **CALIPSOplus partner institutions** (check next page) in the framework of the [Twining programme](#) benefit from **specific funding conditions**.

*** Researchers from institutes and universities in the following countries may be supported:**

EU: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxemburg, Malta, The Netherlands, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden, and United Kingdom.

EU associated countries (H2020): Albania, Bosnia and Herzegovina, Faroe Islands, FYR of Macedonia, Georgia, Iceland, Israel, Moldova, Montenegro, Norway, Serbia, Tunisia, Turkey, Switzerland, and Ukraine.

Users from non-EU countries: Proposals from countries outside the EU (Africa, Central and South America, and some Asian Countries) may receive EU travel support upon request and only to a certain extent.

CALIPSOplus partner institutions:

- HZB (BESSY II)
- Lunds universitet (MAX IV)
- Aarhus Universitet (ASTRID 2)
- Diamond (Diamond)
- SOLEIL (SOLEIL)
- ESRF (ESRF)
- CELLS (ALBA)
- SESAME (SESAME)
- KIT (ANKA)
- Uniwersytet Jagiellonski (SOLARIS)
- HZDR (ELBE)
- EU XFEL (EU XFEL)
- Radboud Universiteit Nijmegen (FELIX)
- CNRS (CLIO)
- Ankara Universitesi (TARLA)
- DESY (PETRA III/FLASH)
- PSI (SLS/SWISSFEL)
- ELETTRA (ELETTRA/FERMI)
- INFN (DAFNE/SPARC)

Twinning guests:

- travel and accommodation costs are fully reimbursed (see note below)
- a daily allowance of €24/day, except for the arrival and departure day where it is set at €12/day

NB: The Twinning programme is aimed specifically at scientists with no previous experience in synchrotron- or FEL-based research based in EU-13 countries with no own light source, i.e. **Bulgaria, Croatia, Cyprus, Czech Republic, Estonia, Hungary, Latvia, Lithuania, Malta, Romania, Slovakia and Slovenia**. Additionally, researchers affiliated with institutions in **Greece, Poland, and Portugal** are also eligible to participate as guests. Some EU associated countries may also be eligible – please contact the CALIPSOplus team directly for more information.

Twinning hosts:

- the host team is granted funding for **one extra team member**, in the [conditions applicable to external BESSY II users](#), *independently of the funding conditions of the host institution*

Accommodation: HZB reserves the right to choose the accommodation according to availability. Standard accommodation is in the host facility guest houses. Accommodation is supported for the days of the experiments at the host facility plus the date of arrival and the date of departure. Up to two additional days for preparation and for post beamtime activities may be granted. Additional days of accommodation are subject to be cleared with the HZB User Coordination prior to any bookings.

Travel: No first class travel will be reimbursed unless in cases where it is clearly shown to be the cheapest option. The use of private vehicles may be granted a reimbursement of €0.20/km up to a maximum of €130. Taxi fares will only be supported in exceptional cases.

How to apply for funding:

- collect travel tickets (flight, train, ...) and accommodation receipts. **All claims have to be substantiated by means of original receipts**
- fill out the **Twinning programme reimbursement form**. Please ask your local CALIPSOplus contact or send an email to ana.anselmo@helmholtz-berlin.de requesting it
- send a **signed** printout of the complete form (at the end of this document) together with all **original receipts**, tickets, printout of e-tickets and boarding passes to the **HZB User office Photons** (Helmholtz-Zentrum Berlin, User Office Photons, Albert-Einstein-Str. 15, 12489 Berlin, Germany). **Photocopies and scans of receipts will not be accepted**

Please note: Reimbursement claims will only be processed once the Twinning programme feedback form and report have been submitted.

Feedback form for guests (requires a **one-page report** in pdf format): <http://www.helmholtz-berlin.de/user/user-info/eu-support-programmes/twinning-calipsoplus---feedback--guest- en.html>

Feedback form for hosts: <https://www.helmholtz-berlin.de/user/user-info/eu-support-programmes/twinning-calipsoplus---feedback--host- en.html>

Please fill in the form and send it by regular mail



Application for financial support in context of the Twinning Programme of CALIPSOplus

Twinning Guest:		Twinning Host:	
Facility / Beamline		Beamtime period: from: _____ to: _____	
Institute / University:			
Department:			
Street:		ZIP / City / Country:	
Phone:		Email	

JOURNEY (route):		Business at Host facility:	
Departure from destination:	Date: time:	from (date / time): /	
Arrival at destination:	Date: time:	until (date / time): /	
Departure from destination:	Date: time:	(mm.dd.yyyy)	(hh:mm)
Arrival at home:	Date: time:	Please attach the original receipts!	

MEANS of transportation

<input type="checkbox"/> Train €	<input type="checkbox"/> Plane €	<input type="checkbox"/> private car €	<input type="checkbox"/> Co-traveled with €
<input type="checkbox"/> other €		<input type="checkbox"/> Taxi € (<i>please state the reason why</i>)	
other TRAVEL COSTS			
.....			
.....			
<input type="checkbox"/> accommodation in guesthouse			

<input type="checkbox"/> I declare that I did not receive any refund of travel costs and/or subsistence from other sources.
<input type="checkbox"/> From other sources I received the following refund:
.....
I declare that the above information is accurate
..... Date Signature

Private address		Phone:	
Street:		Email:	
Post Code:	Town:	Country:	BANK: Name, address
Account No. / IBAN		BLZ / SWIFT / BIC*	

* Please note that for money transfers to EU member states the International Bank Account Number IBAN and the Bank Identifier Code BIC are mandatory!

Date:	Signature of Project Leader
.....

To be completed by CALIPSOplus Twinning Coordinator			
Date:	Support for travel:	<input type="checkbox"/> Yes	<input type="checkbox"/> No, rejected
Signature	accomodation:	<input type="checkbox"/> Yes	<input type="checkbox"/> No, rejected
Signature	subsistence:	<input type="checkbox"/> Yes	<input type="checkbox"/> No, rejected
	Rented car:	<input type="checkbox"/> Yes	<input type="checkbox"/> No, rejected
Remarks:			