

14th April 2022 at 14.00-15.30 CEST

INTERACT

Transnational Access

-Information for TA Users

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Content of the webinar

- Actions before, during and after TA/RA
 - Effects of COVID-19 on TA/RA
 - Effects of Russia's military aggression on TA/RA
 - Reimbursement of travel and logistic costs
 - Eligible and non-eligible costs
- TA User Community activities
- Where to find information? Whom to contact?
- Discussion, questions and answers

Effects of COVID-19 on TA in 2022

- Situation with COVID-19 looks better and restrictions have been lifted at most places
- We encourage as much field work as possible to be done in 2022
- Projects can be postponed to 2023 only for very specific reasons, and in consultation and agreement between the TA User Group, the Station and TA Coordination
- COVID-19 related quarantine accommodation costs are only reimbursed to stations located in CAN and US (max. 10 days/prs, max. 50 EUR/day/prs)

Effects of Russia's military aggression on TA/RA



Russia's military aggression in Ukraine is strongly condemned, and has resulted in several restrictive measures on Russia:

- Financial transactions to Russia withheld
- Access by Russian scientists cancelled
- Access to Russian stations cancelled
- Effects on INTERACT consortium structure

Actions before the TA visit, part 1

1. Contact the station as soon as possible to

- Book accommodation at the station
- Consult the station about the travel arrangements
- Agree the method for travel reimbursements (reimbursed after the access visit)

2. Start the travel arrangements

- User groups make their own travel arrangements from home institution to the station and back. Chartered parts are arranged by the stations (e.g. ZAC, VRS, Ny-Ålesund)
- Book refundable/exchangeable flight tickets
- Notify the station and TA Coordination if there are changes in the travel cost estimates, timing or length of the access visit

Actions before the TA visit, part 2

- Check and ensure your insurance coverage (costs are not covered by TA)
- Start the visa arrangements (if needed) as soon as possible
 - Station can provide invitation letter
- Start licencing/permitting process as soon as possible
 - Station can provide information and support
- Consider RA as an option (in case of COVID gets worse again)

Reimbursement of COVID-19 quarantine costs

- In 2022 ONLY to stations in CAN and USA
- ONLY accommodation costs related to quarantine will be reimbursed
- Costs have to be direct costs and justified by receipts
- Any other costs related to quarantine/COVID-19 (vaccinations, meals, insurances etc.) are NOT reimbursed
- Include the quarantine accommodation costs with travel claim
- Costs are reimbursed up to 50 EUR/person for max. 10 days per access visit
- Group of 3 people, quarantine 10 d, $3 \cdot 10 \cdot 50 \text{ EUR} = 1500 \text{ EUR}$ reimbursed

Actions during the TA Visit

- Follow station's instructions for safety and field work
- Keep and store the receipts of the costs that you are going to claim
- In general, you should not be charged for accommodation and meals at station for the duration of your stay
 - Exceptions: Abisko, Finse and Arctic Station do not offer, nor reimburse any meals
 - Exceptions: FINI and Cairngorms do not provide accommodation at station

Actions after the TA visit

- 1) Submit Project Report in INTERACCESS (requirement for travel reimbursement)
- 2) Claim travel reimbursements from the station
 - Personal travel claim: Use the station's travel claim form, send the travel claim + receipts to the address instructed by the station
 - Station has purchased the tickets >> follow station instruction for possible further actions
 - Institutional invoice: If your institution has purchased the tickets for you, send an institutional invoice to the address instructed by the station. ONLY for TA Users external to [INTERACT consortium](#)
 - Internal budget transfer: INTERACT main coordination makes a budget transfer equal to your travel costs between your institution and the station. ONLY for TA Users from [INTERACT consortium](#) member. Contact station and TA Coordination for further instructions.
- 3) Provide feedback about Transnational Access to the EU ([link](#))
- 4) Acknowledge INTERACT in your publications resulting from Transnational Access

Remote Access

Before the study

- Contact the station manager to go through the research plan and practical arrangements together
- Apply permits or licenses, if needed. Consult station for advice.
- Send any additional information/instructions about your study to the station(s)

During the study

- User group will not physically visit the station
- Station staff will collect the samples/do the monitoring for you
- Conducted according to TA user's research plan

After the study

- Data/samples will be sent to the User Group by the station
- Logistic and shipping costs will be reimbursed to the granted amount
- Project reporting as well as reimbursements follow a regular TA project

Project Summary Report

- Set project to "Reporting" in INTERACCESS >> opens the report form
- Deadline eight (8) weeks after the TA visit
- Questions asked:
 - Basic project information
 - User information
 - Short summary of the project
 - Objective's of the field work
 - What was done (during TA visit), main achievements and difficulties
 - Feedback related to the visit
- Your travel costs will be reimbursed after project report is submitted

Claiming of Travel Reimbursements

- Travel costs will be reimbursed after you have submitted the Project Summary Report in INTERACCESS by using the methodology chosen before your access visit
- Submit the Project Summary Report and claim the travel reimbursements from the station within eight (8) weeks from your visit
- Eligible costs for travel reimbursement >> see the list
- Non-eligible costs for travel reimbursement >> see the list

Eligible costs >> reimbursed to the granted amount

- Travel costs from home institution to station and back
 - Flight, train, bus, metro, taxi etc.
 - Rental car (rent, gasoline)
 - Use of own car > only gasoline compensated, keep record on mileage
- Logistic costs
- Visa costs
- Some equipment rental, if specified in the TA application and decision
- Safety training (Svalbard, and some stations in Greenland)

Non-eligible costs >> NOT reimbursed

- Bar bills, private telephone calls, meals and food purchases during the journey to and back from the station, internet payments, contingencies, overheads, currency exchange losses etc. extra costs or services
- Costs of health, life and luggage insurance
- Personnel costs of any kind
- Daily allowances
- Km allowances if using own car
- Meals and food purchases during the access to Abisko Scientific Research Station, Finse Alpine Research Station, Arctic Station in Greenland, Cairngorms, Sudurnes Science and Learning Center, Canadian High Arctic Research Station, The DMI Geophysical Observatory Qaanaaq.

TA User Community

- Meetings, Webinars, TA User FB Group, e-mailing list (group leaders)
- [INTERACT Arctic Research Blogs](#) >> Contact hannele.savela@oulu.fi at TA Coordination if you want to become our blogger for s/s 2022
- Instagram: tag us by using @EU-INTERACT, #eu-interact, #eu_interact to showcase your photos and experience from INTERACT TA
- Do not forget to utilize free and open access to data via [INTERACT Data Portal](#)

Publications resulting from TA

- EU expects that User Groups publish their results within a reasonable time in a suitable (open access) scientific publications
- Mention the TA provided from INTERACT in the Acknowledgements of your publications resulting from the TA
 - ” The research leading to these results has received Transnational Access from the European Union’s Horizon 2020 project INTERACT, under grant agreement No. 871120.”
- Report your publications resulting from TA in INTERACCESS
 - From “Publications” on the left hand side menu or from the end of project report
 - Authors, year, title, journal, volume, type of publication

Feedback about TA to the EU

- Fill in the User Questionnaire at <https://ec.europa.eu/eusurvey/runner/RIsurveyUSERS>
- Remember to provide your Project Acronym and INTERACT and Grant Agreement Number No 871120

Questions and Contact

- [e-Library](#) for all kinds of information for INTERACT TA Users
- In questions related to Transnational Access, budget, reporting in INTERACCESS, publications...
 - Contact Hannele Savela, TA Coordinator, hannele.savela@oulu.fi
- In questions related to travel arrangements, travel reimbursements, fieldwork at the station, logistics, permits, timing...
 - Contact the station manager

Our aim is to make your TA as safe and successful as possible!

Let's INTERACT!

