

**CircularB**

**Implementation of Circular Economy in the Built Environment**

# **Call for Applications for Virtual Mobility Grant**



The Virtual Mobility call for CA21103 CircularB is currently open. Applications are accepted year-round from the 15<sup>th</sup> of January 2026 to the 31<sup>st</sup> of August 2026. Applications will be evaluated on a first-come, first-served basis.

## Description

Virtual Mobility (VM) Grant consists of collaboration in an online setting among researchers within the CircularB COST Action to exchange knowledge, learn new techniques, etc., providing a contribution for the overall effort, not necessarily covered by an employer or by a Grant Holder institution.

**Up to EUR 1 500,00 per grant**, decided by the Action Core Group on the proposal of the evaluators and should reflect the duration, scope, and complexity of the task and activities to be covered via the VM grant.

### Virtual Mobility grant benefits to:

- CircularB COST Action: uses a flexible tool to implement online activities inside the network to achieve the MoU objectives and significantly increase their impact and reach. Contributes to European leadership in knowledge creation and increasing its innovation potential;
- VM grantee: develops capacity in online collaboration and networking in a pan-European framework.

### Objectives of Virtual Mobility Grants for CircularB

CircularB VM Grants aim to:

- Support strategic research coordination by fostering interdisciplinary collaboration and harmonization of methods and procedures;
- Promote capacity building and skill development, especially for Young Researchers;
- Enhance stakeholder engagement and influence circular economy policy and practice;
- Advance digital integration (BIM, Digital Twins) for circular economy assessments;
- Facilitate knowledge exchange through online platforms, virtual events, and international collaboration.

### Examples of activities that can be performed by the CircularB VM grantee

The following activities are recommended to ensure impactful collaboration, knowledge exchange, capacity building, and policy influence:

#### A. Virtual Mentoring and Capacity Building

- Virtual mentoring scheme, with a special focus on activities that build capacity and new skills, particularly for Young Researchers (e.g., managerial skills, methodological skills, communication skills).
- Knowledge-sharing discussions between experienced researchers and Young Researchers to foster collaboration and knowledge transfer.
- Mentoring on digital collaboration tools, including BIM-based virtual teamwork to improve interdisciplinary cooperation.

#### B. Harmonisation and Standardisation of Methods and Procedures

- Setting up a survey amongst all Action members to collect different results and outcomes from experiments conducted in their respective labs and research groups.
- Create common protocols to be used by the network afterwards.

- Preparing questionnaires and response scales to standardize data collection across Action members as part of online networking activities.
- Developing a standardized BIM data-sharing protocol to ensure compatibility of methodologies used across different research teams.

### C. Computational and Data-Driven Research Support

- Supporting computational or modeling activities that contribute to research efforts within the Action.
- Performing data analysis of the Action to support a specific report or activity.
- Developing tools or models that enhance data interpretation and knowledge transfer within the network.
- Applying BIM-based simulations to evaluate material reuse potential and optimize deconstruction strategies, ensuring alignment with circular economy research.

## Procedure

### 1. Formal Application and Documentation

The applicant must initiate the application process by accessing the online registration tool through the [e-COST](#) platform and selecting the Mobility application tab.

#### To be uploaded to e-COST:

Complete the [Online Application Form](#):

- Title;
- Start and end date (within the active Grant Period, i.e., no overlap across two consecutive Grant Periods);
- Budget requested by the applicant.

and **upload all required Supporting Documents**, which include:

- a. An [up-to-date CV](#), including a list of the applicant's publications, if applicable;
- b. A completed [Grant Application Form](#) containing the title, dates, objectives, working plan, expected outputs, and contributions to the [Action MoU objectives and deliverables](#). This form can be downloaded from the application page/supporting documents section on e-COST. Application form (template available on e-COST);
- c. A separate document specifying the [duration](#) in days and a [Budget Breakdown](#), detailing justification.

## 2. Assessment

The CircularB Evaluation Committee will conduct a **scientific and budgetary assessment** of the applications, considering the **Action objectives** and **predefined evaluation criteria**. **The committee will determine an appropriate funding level for approved applications, ensuring that the awarded Grant does not exceed the amount requested by the applicant.** Incomplete applications will be rejected by the grant awarding coordinator before being reviewed by the evaluation committee.

## 3. Approval Process

Following the assessment decision, successful applicants will be notified by the COST Association that their application has been approved by the COST Action committee, and **a Grant Letter** will be sent outlining their rights and duties, as well as those of the Action Grant Holder. Similarly, applications not approved by the COST Action Committee will receive a notification accompanied by the justification for their rejection.

## 4. Submitting the Final Report

Upon completing the VM, Grantees are required report/documentation for claiming the Grant:

- Report to the Action MC to the e-COST platform. The report template can be downloaded from the application page on e-COST beforehand. Reports should include a description of the work conducted during the mobility, main achievements, and planned follow-up activities, and **a brief testimonial** about the mobility experience (covering themes, results, personal benefits, usefulness, and future plans).

Reports must be submitted within **15 days** after the mobility's end date or **before the 30<sup>th</sup> of September**, whichever comes first.

## 5. Reimbursement

Grant amounts are issued upon completion and approval of all required reports and documentation.

Application approval and payment procedures are facilitated through the e-COST platform and are outlined in detail in the [COST rules](#). For comprehensive information on eligibility, evaluation and selection, financial support, and grant payment procedures, refer to the rules.

## Evaluation criteria

Proposed VM activities will be evaluated based on the following criteria:

### 1. Relevance and Contribution to CircularB's Working Groups Objectives and Deliverables (25%)

- Clarity in defining the relevant Working Group(s) and specific deliverable(s) addressed in the proposal;

- Demonstration of how the proposed work plan aligns with and supports the development of upcoming deliverables;
- Identification of participation in the development process of relevant deliverables during or after completing the mobility.

Note: The upcoming deliverables and associated Working Groups are as follows:

- D4: Circular building design strategies and best practices (WG1)
- D5: E-learning section on CircularB website focusing on best practices and circular solutions (WG1, WG4)
- D7: Circular management model and case studies report (WG2)
- D8: Circular KPIs (WG3)
- D9: Approach to sustainability and integration in Level(s) framework (WG1, WG3)
- D10: Preparatory layout for KPIs' automation via BIM

## 2. Scientific Excellence and Quality of the Proposed Work Plan (25%)

- Assessment of the scientific rigor and innovative aspects of the proposed work plan;
- Feasibility and realism of the planned activities.

## 3. Promotion of Collaboration and Know-How Exchange (15%)

- Evaluation of the potential to foster collaboration and knowledge exchange within CircularB;
- Consideration of both consolidating existing collaborations and establishing new scientific contacts which is particularly encouraged.

## 4. Realistic Budget Planning (10%)

- Justification of the financial aspects of the application;
- Reasonableness of the estimated expenses.

## 5. Previous Active Participation in CircularB's Activities (10%)

- Review of the applicants' prior involvement in CircularB's scientific and dissemination endeavours.

## 6. Other criteria (15%)

- Gender balance within the same Call;
- Affiliation country: applicants from ITC (Inclusiveness Target Country) nations are given preference;
- Career development: preference is given to young researchers over experienced ones;
- Alignment across Working Groups (WGs).

Note: The final selection of the applicant is the responsibility of the Chair of the Management Committee of the CircularB COST Action.

- The earliest date for the submission of applications is the 15<sup>th</sup> of January 2026. The virtual mobility to be attended by successful applicants must be held no later than the 15<sup>th</sup> of September 2026.
- Deadline for End-of-Mission Reports Submission: within **15 days after** the mobility end date or **by the 30<sup>th</sup> of September** at the latest, whichever comes first.

All applicants are kindly requested to ensure that their applications are aligned with the objectives of CircularB Action and to consult the Virtual Mobility guidelines provided in the [Annotated Rules for COST Actions](#), as well as other relevant guidance. For any inquiries not addressed in this call or in the [Annotated Rules](#), please reach out to [ca21103@civil.uminho.pt](mailto:ca21103@civil.uminho.pt).