


New Amendments in Meetings' Reimbursement Rules

Grant Holder Manager

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The reimbursement of incurred accommodation, meals, and local travel expenses in the country where the meeting takes place is paid as one item known as

Daily Allowance (DA)

DA covers:

- Hotel
- Meals
- Local travel in meeting country

Based on:

- Meeting country
- Travel times
- Meals offered by Local Organiser
(-10% deducted per provided meal)



http://www.cost.eu/daily_allowance

Daily Allowance per day, based on the country of meeting place:

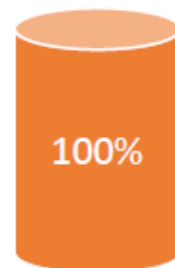
Country	Daily allowance per day
United Kingdom	200
Norway	193
Belgium	191
Germany	191
Ireland	190
Netherlands	190
Denmark	188
Switzerland	188
Iceland	186
Finland	186
Luxembourg	184
Cyprus	183
Italy	180
Austria	178
Sweden	178
France	175
Israel	175
Portugal	175
Bosnia and Herzegovina	175
Poland	174

Greece	173
Malta	173
Estonia	172
Spain	172
Latvia	171
Bulgaria	171
Czech Republic	171
Hungary	171
Serbia	171
the Republic of North Macedonia	171
Turkey	171
Slovakia	169
Romania	167
Slovenia	167
Croatia	162
Lithuania	162
Montenegro	162
Albania	160
Moldova	160
Any other country	200

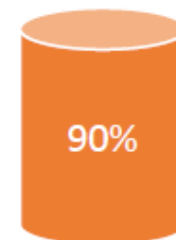
DA calculation

Arrival day

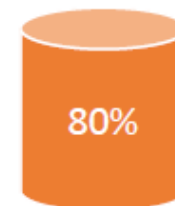
Travel starts
from home



until 11:59

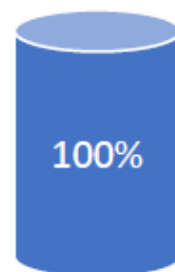


between
12:00-18:59



after 19:00

Meeting day



-10% per meal
provided by the
Local Organiser



Attendance
list signed

Departure day

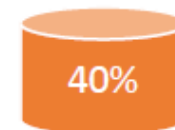
Travel ends
arrive home



until 11:59



between
12:00-18:59



after 19:00

DA = Simplification

For participants:



- More autonomy in travel arrangements
Possibility to automatically calculate the DA in e-COST before the event
- Fewer mistakes
- Possibility to decline the DA

Travel reimbursement



Cross-border travel upon receipts



Plane: upon e-ticket or invoice



- Economy class
- Up to €1200
- Cancellation insurance
- E-ticket
- Passenger's name
- Full travel itinerary
- Ticket price



Train and bus: upon ticket or invoice



- 1st, 2nd and business class
- Itinerary, date and price



Car: based on the number of Km



- Up to 2000Km
- €0.35 per Km
- Proof of distance (e.g. Google Maps)



For participants from the meeting country

<100Km distance: transport covered by the DA

>100Km distance: transport paid upon receipts



Other expenses



Travel visa fees related to attending a COST meeting

- Embassy receipt showing the paid amount



Non-eligible expenses

- Extra-nights and/or extra-meals
- Taxi and parking
- Registration, lecture fees and honoraria
- Insurance (life, medical, health, luggage)
- Fuel, road tolls and car rental
- Charges for a rebooked travel ticket
- Expenses associated with obtaining visas

Local transport and cross-border travel refund



Meetings' Financial Support

21-25 p



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