

COST Action 24129
European Media and Born-digital Art Conservation and Knowledge Network (EMBARK)

Open Call for Short-Term Scientific Missions (STSMs)
Supporting WG3 and WG4 Activities

The COST Action CA24129 EMBARK is a pan-European research and collaboration network focused on the conservation of media and born-digital art, bringing together interdisciplinary expertise from academia, cultural heritage institutions, and the creative and technology sectors. Its main goal is to address the growing preservation crisis of media art by connecting fragmented knowledge, developing shared methodologies and tools, and strengthening Europe's capacity to sustainably conserve, document and access these technologically complex artworks, ensuring their long-term availability for research, culture and future generations.

More information including the Action's Memorandum of Understanding (MoU) can be found in the following web page: <https://www.cost.eu/actions/CA24129/>.

Important Dates:

Application: open continuously

Notification of Results: 15 working days after application submission

Mission Period (Mission to start and be completed within): 1 April 2026 - 1 October 2026

Grant Type Overview:

Short Term Scientific Missions (STSMs) are institutional visits by researchers aimed at fostering cooperation and collaboration. STSM consists of a research visit to a host organization located in a different country than the country of affiliation of a researcher for a specific work package to be carried out and for a determined period of time (please see the COST Annotated Rules [here](#), pp. 96-104). STSMs should contribute to the scientific objectives of Embark outlined in detail in the Memorandum of Understanding. STSMs need to be carried out in their entirety within a single Grant Period and always within the Action's lifetime.

Eligibility:

STSMs are intended for researchers and innovators actively contributing to WG3 and WG4 within COST Action CA24129. The aim of each STSM is to contribute to the scientific objectives of EMBARK. Applicants are required to contact the relevant Working Group (WG) Leaders prior to submitting their application, in order to discuss the proposed activity and ensure its alignment with the objectives and ongoing work of the respective WG. Simultaneously with the submission of the application in e-COST, applicants are required to confirm this alignment by sending an email to the Grant Awarding Coordinator (GAC), with the relevant WG Leader(s) in copy, indicating that the application is supported by the WG. The WG Leader(s) are expected to confirm their agreement by replying to this email.

Applicants must comply with the eligibility rules applicable to both Home and Host institutions, in accordance with the Annotated Rules for COST Actions. Candidates are encouraged to contact members of the Action, propose a plan for the visit, and seek their agreement to act as the Host institution. The Action may also publish hosting offers to which applicants can apply, and both approaches are equally encouraged.

Particular encouragement is given to Young Researchers and Innovators (under the age of 40) and participants affiliated with Inclusiveness Target Countries (ITCs). Applications will be evaluated based on criteria assessing the relevance, quality, methodology and feasibility of the proposed work, its expected impact for the Action, and the expected benefit for the applicant.

Before submitting an application, it is mandatory to ensure that all eligibility criteria are met. Applicants must carefully read the rules applicable to STSMs as specified in the following documents:

- Annotated Rules for COST Actions (pp. 96-104):
<https://www.cost.eu/uploads/2025/11/COST-094-21-Annotated-Rules-for-COST-Actions-Level-C-V3.0-25-IX-2025.pdf>
- COST Grant Awarding User Guide:
<https://www.cost.eu/uploads/2025/01/COST-Grant-Awarding-user-guide.pdf>

Financial Support

The total budget allocated for Short-Term Scientific Missions (STSMs) under this COST Action for Grant Period 1 (GP1) amounts to €4,300, with an estimated capacity to fund up to two applicants, based on typical average costs of €2,100 per STSM across COST Actions. Individual grant amount will be decided based on the applicant's requested budget, taking into account the duration and location of the STSM, as well as overall funding considerations, including average grant levels across COST Actions. The financial contribution will be awarded as a fixed grant, subject to the evaluation of the application by the Grant Evaluation Committee.

The financial support is a contribution to the costs of a STSM and may not cover all costs. Grantees must make their own arrangements for all provisions related to their visit. The awarded grant will be paid only after the STSM has been completed in accordance to STSM conditions.

Application

Please read the COST Annotated Rules and Grant Awarding User Guide before applying.

The STSM application procedure will be conducted online via the e-COST platform. Individuals can apply using their e-COST profile. Log in => Click COST Actions on left hand side of screen => My grant applications => Apply for a Grant => Short Term Scientific Mission.

To be filled in e-COST:

- Title;
- Start and end date (within the active Grant Period, i.e. no overlap across two consecutive Grant Periods);
- Budget requested by the applicant;
- Information about the host institution and contact person. Location of host institution must be in a different country than the country of affiliation of the applicant.

To be uploaded to e-COST:

- **Application form** (template available in e-COST) describing: Goals, description of the work to be carried out by the applicant, expected outcomes and description of the contribution to the Action MoU objectives;
- **Confirmation of the host on the agreement from the host institution in receiving the applicant** (template available in e-COST).

Evaluation

STSM applications are evaluated by the Grant Evaluation Committee of the Action. The selection of STSM applications to be funded will be carried out based on the following main criteria:

- 1 Alignment with the objectives and priorities of the Action (including relevance to the Working Group and planned activities);
- 2 Quality and excellence of the proposed work (clarity of objectives, expected outcomes, or contribution to the Action);
- 3 Methodology/feasibility of the proposed work plan/activity (methods, planning, timeline, and expected outputs);
- 4 Expected benefit and impact for the Action and its Working Groups (scientific contribution, capacity building, collaboration, networking and dissemination potential, knowledge exchange);
- 5 Expected benefit for the applicant, taking into account their career stage (e.g. knowledge exchange, skills development, networking opportunities, and career advancement).

The Committee will also assess the feasibility of the proposed activities, the academic profile of the applicant, and the output potential of the STSM. Gender balance, career stage, and geographical inclusiveness will be taken into consideration. The Grant Evaluation Committee decides on the final financial contribution, taking into account the available budget, the requested amount, as well as the scope, duration, and location of the STSM, and overall funding considerations, including average grant levels (i.e. average costs) across COST Actions. Once the selection process is complete, applicants will receive a formal notification via the e-COST platform informing them of the outcome of the evaluation. If the application is successful, the applicant will receive a Grant Letter indicating the approved amount and the conditions for receiving the grant. The applicant may not start the STSM activities before receiving the Grant Letter.

Reporting and Grant Payment

Upon completion of the STSM, the grantee is required to submit a report via e-COST within 30 days after the end of the STSM, or within 15 days after the end of the Grant Period, whichever occurs first. The report should describe the extent to which the aims and objectives of the STSM have been achieved, outline the main results obtained, and indicate any dissemination activities related to the work carried out. In addition to the report, the submission must include One-page summary of the STSM.

The following documents must be uploaded in e-COST:

- **STSM Report** (template available in e-COST);
- **One-page summary of the STSM (template to be provided)**, including the title of the STSM grant, name of the grantee, home and host institution, and duration of the visit, as well as a short descriptive paragraph outlining the activities undertaken and main outcomes. The summary should also include a photo of the grantee and one representative photo illustrating the STSM activities. This material is intended for communication and dissemination purposes and may be published on the Action's dedicated webpage or other dissemination channels.

Upon approval of the scientific report by the Grant Awarding Coordinator, the grant will be processed and paid directly to the grantee.

Contact person

Grant Awarding Coordinator – Dr Jelena Brajković, jelena.brajkovic@arh.bg.ac.rs