

## COST Action 23137

### Print Culture and Public Spheres in Central Europe (1500–1800) | PCPS<sup>CE</sup>

#### Training Schools “Chapter Writing Workshops for Compendium”

##### Main objective

To support collaborative chapter development for the Compendium, PCPS<sup>CE</sup> invites applications for Chapter Writing Workshops. These meetings are intended to provide chapter teams of the compendium with dedicated time and space to advance writing, coordinate contributions, and prepare chapters for submission. We encourage all chapter teams to take advantage of this opportunity to strengthen collaboration, advance chapter development, and contribute to the collective success of the PCPS<sup>CE</sup> Compendium.

##### Requirements to hold a Chapter Writing Workshop

###### Timing and Duration

1. Workshops must take place between 1 July and 30 September 2026.
2. Maximum duration: 3 days, including travel days.

###### Participation (restricted to contributors to chapters in the compendium)

1. Ideally, all chapter contributors should participate in person.
2. Where this is not feasible, **at least three contributors** must attend in person, while additional participants may join virtually.
3. Organizers should provide opportunities for virtual participation where necessary.

###### Location

1. Workshops may be held in any COST Member Country.
2. Locations in Inclusiveness Target Countries (ITCs) are strongly encouraged.

##### Funding Conditions

Applicants should prepare a budget according to COST financial rules:

1. Travel Costs: maximum €500 per participant, regardless of transport mode.
2. Local Organizer Support (LOS)<sup>1</sup>: maximum €500
3. Daily Allowance: maximum €170 per participant, regardless of location.

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<sup>1</sup> Detailed guidance on LOS and eligible expenses, please refer to the Information Hub in the members-only section of the Action website under General Information → Important Information on Event Organisation: <https://pcps-ce.eu/information-hub/>

## Application Package

Applications must include:

1. Proposed meeting date(s) and location
2. Budget plan (see template below)
3. List of confirmed participants, indicating on-site and virtual participations
4. Objectives and outline of the work plan

## Deliverables after the meeting

Following the workshops, the chapter team must submit **within 14 days after the meeting**:

1. A detailed meeting report (400 words)
2. An updated abstract of the chapter which shows the progress on the chapter
3. A signed attendance list

## Submission and Selection

**Deadline:** Applications must be submitted **at least three weeks before the proposed meeting date** (Final deadline for all submissions: 9 September 2026).

**Submission to the four editors of the compendium:**

- Mona Garloff (mona.garloff@uibk.ac.at)
- Doris Gruber (doris.gruber@oeaw.ac.at)
- Marion Romberg (marion.romberg@uni-bonn.de)
- Michael Wögerbauer (woegerbauer@ucl.cas.cz)

**Decision Process:** Applicants will receive a funding decision within one week of submission.

**Selection Criteria:** Funding will be allocated on a first-come, first-served basis, subject to the availability of Action funds.

## Acknowledgement

COST Action CA23137 PCPS<sup>CE</sup> and its Training Schools are funded by COST (European Cooperation in Science and Technology).

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## Template of Budget Calculation to be submitted:

<b>Facts</b>		
City (Country-Code)	Tallinn (EST)	
Country Type	ITC	
Start date	01 July 2026	Same day arrival should be possible, so starting not before 2 pm.
End date	02 July 2026	Same day departure should be possible, so ending at noon.
Meeting Duration:	2	The duration of the WS may not exceed 3 days.
Attendance Type	hybrid	Or if everybody can attend, then face-to-face.
<b>Participant Numbers</b>		
TOTAL LONG DISTANCE reimbursed participants	2	
TOTAL LOCAL reimbursed participants	1	
Virtual participants	3	
Total number of expected participants	7	
<b>Daily Allowance</b>		
1. Total number of DA per participant	2	
2. DA (long distance, <101 km)	€ 170	Regardless of the location of the meeting, the DA is capped at EUR 170, in accordance with the MC decision of 9 June 2026.
2. DA (local, 50% reduction)	€ 85	
3. Average reimbursement DA (per participant) – long distance	2*170 = € 340	2*340 = € 680
3. Average reimbursement DA (per participant) – local	1*85 = € 170	1*170 = € 170
<b>Travel Expenses</b>		
Average Long distance travel costs (>101 km)	€ 500 <sup>2</sup>	2*500 = € 1.000
<b>Local Organiser Support</b> (This is the maximum amount that may be requested by the organizer, in accordance with the MC decision of 9 June 2026. The LOS may be used to cover expenses such as room rental and coffee breaks.)		€ 500
<b>Total Expenses for WS</b>		<b>€ 2.300</b>

<sup>2</sup> Please use current market prices when estimating flight costs. If the projected airfare is higher than 500 EUR per person, kindly provide a brief justification for the higher amount.