

## ERASMUS+ KA171 CALL OF FEBRUARY 28, 2024 OF THE VICE-RECTORATE FOR INTERNATIONALISATION AND GLOBAL ENGAGEMENT FOR INCOMING STAFF MOBILITY (TEACHING AND TRAINING) IN THE FRAMEWORK OF THE ERASMUS+ KA-171 ACTION (2022-1-ES01-KA171-HED-000073368 AND 2023-1-ES01-KA171-HED-000122364 PROJECTS)

### 1. OBJECTIVES

The Vice-rectorate for Internationalisation and Global Engagement of the University of Cantabria publishes 15 Erasmus+ mobility grants for incoming teaching and training staff for the academic years 2023-2024 and 2024-2025, financed by the budgetary applications 02.73.00.ZC25.422D.22690 and 02.73.00.(ZD15-ZD24)-422D-226.90. This call complies with the guidelines established by the Erasmus+ Programme and by the Spanish Service for the Internationalisation of Education (SEPIE).

The grants allocated will be distributed among the following partner universities according to the existing Inter-institutional Agreements with the University of Cantabria:

- Dambi Dollo University
- Ecole Nationale d'Ingénieurs de Sfax (ENIS)
- Indian Institute of Technology Madras (IITM)
- Institute of Economy and Trade of Tajik State Univ. of Commerce
- Sami Shamoon College of Engineering
- Tanta University
- Tashkent Chemical-Technological Institute
- Universidad del Valle
- Universidade de Cabo Verde

### 2. GENERAL ADMISSION REQUIREMENTS

- Applicants are to be included on the payroll of their sending university when submitting their application and for the whole mobility period.
- Applicants whose country of residence is the same as the destination country are not eligible.

### 3. DESCRIPTION AND DURATION OF ACTIVITIES

The mobility should respect the duration and, preferably, the disciplines included in the terms of the inter-institutional agreement signed between partner universities and the UC. The total number of mobility flows cannot exceed the number and budget limits of the project.

- **HE-STA-T (Teaching):** a period for teaching at the University of Cantabria. The stay will have a duration of **five working days + two days for travel** and it is mandatory to teach **8 hours** in courses that are part of an official degree programme in accordance with the offer available in *Annex 1* of this call.
- **HE-STT-T (Training):** one-week training period at the University of Cantabria. The stay will have a duration of **five working days + two days for travel**. A wide range of activities may be undertaken: UC International Week participation, workshops, practical training, job shadowing experiences, practical skills acquisition, etc.

**The programme does not allow attendance at conferences and congresses within the framework of this action.**

### 4. GRANTS

Selected participants will receive both, a contribution to the travel costs (from their place of origin to the venue of the activity and return), and an individual support grant based on the duration of their stay.

#### 4.1. Travel cost contribution

Travel distances and their corresponding maximum amounts to be financed, calculated according to the European Commission distance calculator, are as follows:

Maximum travel costs per country:	
Tunisia-Spain:	€ 275
Cabo Verde-Spain:	€ 530
Egypt-Spain:	€ 530
Israel-Spain:	€ 530
Ethiopia-Spain:	€ 820
Tajikistan-Spain:	€ 820
Uzbekistan-Spain:	€ 820
Colombia-Spain:	€ 1,500
India-Spain:	€ 1,500

#### 4.2. Individual support:

The individual support offered **may not cover all expenses** and it is considered as a contribution to bearing the additional costs of staying abroad. From a partner country to Spain: **160 €/day** (minimum **five working days of stay + 2 days for travel**). In case the amount of the Erasmus+ individual support will not cover all the expenses generated by the stay; the participant is to find another source of funding.

This grant is not compatible with the receipt of other similar grants awarded by the UC or by any other European public or private body or entity aiming at funding the same items covered by the grant. These grants may not be to undertake teaching or research activities funded by other university or European projects. The UC has the right to suspend the payment of the grants if:

- The participant withdraws from the project in case of force majeure.
- The participant does not comply with the internal regulations of the partner university or the coordinating university.
- The participant does not fulfil the requirements of the Erasmus+ Programme or his/her work plan.

### 5. APPLICATION PERIOD

The partner university will send to the UC a nomination sheet (Annex 4) including the whole list of selected candidates together with each selected candidate's application package **via e-mail to: ka107@unican.es with the following deadlines:**

- Applications submitted **until March 15, 2024**
- Applications submitted **until September 20, 2024**
- Applications submitted **until January 31, 2025**
- Applications submitted **until April 18, 2025**

Exceptionally, in case of budget availability and in order to fill possible vacancies that may become available after the application period, the University of Cantabria reserves the right to assess applications outside these deadlines. Mobility activities should start at least two months after the publication of the results.

The UC also reserves the right to publish new future calls in case of budget and mobility flows availability so as to execute all the funds allocated to these projects.

### 6. APPLICATION PROCEDURE

Applicants must submit their application package according to the procedure described as follows:

- a) Application form (Annex 2).
- b) Mobility agreement/Staff mobility (Annex 3A or 3B), duly signed by the applicant and by the sending institution including the teaching plan, goals and expected results.
- c) Personal data consent form.
- d) Copy of Passport (in force within the whole period of the stay).
- e) Short version of the CV.
- f) It is highly recommended to accredit a B1 level of Spanish or a B2 level of English to taught/attend courses/sessions in Spanish or English. In case the applicant cannot prove these language requirements by means of an official language certificate, the application could be rejected by the UC. Accreditation of higher levels will be assessed positively.

Documents referenced in this section can be downloaded from the website of the UC:

<https://web.unican.es/en/Studying/admission/application-documents-ka171>

The submission of the applications entails the obligation to comply with the Erasmus+ legal and administrative requirements.

## 7. SELECTION PROCEDURE AND CRITERIA

The main criteria for selection in all cases will be the professional profile of the participants and the adequacy of the teaching and research or training interest to the project and the internationalisation strategy of both universities according to the following criteria:

- Teaching and research experience (academic staff) or professional experience (administrative staff): 60%
- Relevance of the activities foreseen in the Mobility Agreement and in accordance with the project proposal: 20%
- Motivation: 20%
- Final assessment by the "Comisión de Internacionalización UC"

The procedures include the following:

- The evaluation and ranking of those applications that meet the requirements from the Selection Committee, Department, Vice-rectorate or equivalent at the sending university.
- The validation of applications and the grants awarded by the UC Internationalisation Committee according to the main criteria for selection and grants available.

**By participating in this project, both coordinating and partner universities undertake to meet the criteria of transparency and equal opportunities for all applicants who submit their applications.**

## 8. LIST OF SELECTED PARTICIPANTS

The terms and conditions of this call and the different vice-rectoral resolutions, including the list of selected participants, those on the waiting list and those excluded, if any, will be published on the website of the Vice-rectorate for Internationalisation and Global Engagement of the UC: <https://web.unican.es/en/Studying/admission/international-credit-mobility>. Three days will be left for appealing the results and a confirmation email will be sent to selected participants.

## 9. OBLIGATIONS OF THE PARTNER INSTITUTION / UNIVERSITY OF CANTABRIA

### 9.1. Partner Institution:

- Disseminate, announce and publish this call on its website under the heading 'Erasmus+ KA-171 Projects' and provide the UC with a reference of the means used for its dissemination.
- Provide its selected participants with support in the preparation of their mobility.

- Recognize the activities carried out during the mobility and included in the Mobility Agreement/Staff Mobility and provide the UC with a documentary evidence of this recognition after the mobility.
- Contribute to the dissemination of the Erasmus+ Programme and the results of the mobility among its university community.

## **9.2. University of Cantabria:**

- Pay selected participants their individual support grant by the quickest and most adequate way allowed by the UC Financial Service, in compliance with the UC financial regulations and procedures, preferably by means of a bank check upon arrival.
- Purchase to the selected participants their travel tickets through the UC travel agency. This will be the preferred option. However, should participants purchase their own travel tickets, the University of Cantabria will reimburse their travel expenses in accordance with the terms and limits set out in section 4.1 of this call.
- Provide selected participants with an Erasmus Grant Agreement after the submission of their Mobility agreement/Staff mobility prior to the arrival at the UC.
- Provide selected participants with a Certificate of Attendance at the end of their mobility, once the planned activities have been successfully completed.

## **10. OBLIGATIONS OF THE PARTICIPANTS**

### **10.1. Participants must:**

- Submit all the required documentation, both by the UC and by the Erasmus+ Programme, in time and manner, before, during and after the mobility.
- Apply for his/her visa if applicable.
- Take out his/her insurance policy covering medical costs, accidents and repatriation as stated in section 6. g of this call.
- Duly justify to the UC the travel costs expenditure, both upon arrival and after the mobility, by means of the submission of the original boarding cards after finishing the mobility (and the corresponding invoices if applicable).
- Participants who choose to purchase their flights by their own means (who will request their travel costs reimbursement to the UC), will also include in their application a supporting document confirming that they have taken out an insurance policy during the mobility, including the following information: the policy number, name and surname of the insured person, the period of validity of the insurance and the guarantees covered (medical costs, accidents and repatriation). The ticket invoice is to be the same name of the participant.
- Contribute to the dissemination of the Erasmus+ Programme in their partner university.

### **10.2. Participants are to:**

- Sign, prior to the initiation of the mobility, his/her Staff Mobility Agreement and a Grant Agreement and to complete all the administrative and report requirements of the programme.
- Inform the coordinating institution about any change regarding the teaching/research or training period abroad, namely the work/research programme or the duration of the stay at the host university.
- Submit the online Participant Report addressed by the Beneficiary Module System within 30 days after finishing the mobility. UC is entitled to partly or totally require the reimbursement of the Erasmus+ grant if this requirement is not properly and timely fulfilled.

## 11. GENERAL CONSIDERATIONS

11.1. Incomplete or false information in the documents or missing documents will lead to suspension of payment or the return of any amount paid, in addition to any other responsibilities which such circumstances may give rise to.

11.2. In case of abandoning the program, participants should renounce in writing, in which case the vacant position may be allocated to a replacement. Should the renouncement not be submitted before the mobility takes place, or should the resignation not be due to a justified reason, the beneficiary may be penalized by being denied an Erasmus + grant during the project eligibility period.

The following causes will be considered as justified reasons:

- Illness or serious accident suffered by the applicant.
- Illness or death of an immediate family member.
- Obligation to fulfil a public duty.
- Any other cause that is sufficiently accredited and justified in the opinion of the UC Internationalisation Committee.

## 12. DATA PROTECTION

Personal data shall be processed in compliance with adherence to the stipulations set out under (EU) regulation 2016/679 of the European Parliament and Council, of 27 April 2016, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data and repealing Directive 95/46/CE (General Data Protection Regulation) and Organic Law 3/2018, of 5 December, on the Protection of Personal Data and guaranteeing of digital rights.

Further information concerning the handling of personal data may be found in the following website: <https://web.unican.es/consejo-direccion/gerencia/rgpd/politica-general-de-proteccion-de-datos-en-la-universidad-de-cantabria>

## 13. DISCLAIMERS

The '2022-1-ES01-KA171-HED-000073368 and 2023-1-ES01-KA171-HED-000122364' projects are co-financed by the European Union's Erasmus+ Programme. The content of this call is the sole responsibility of the University of Cantabria and neither the European Commission nor the Spanish Service for the Internationalisation of Education (SEPIE) is responsible for any use that may be made of the information contained therein.

The UC reserves the right not to accept applications from those partner universities whose submitted applications do not meet the requirements for validation or that fail to collaborate in the correct implementation of the project.

In case of Force Majeure due the exceptional circumstances, the UC reserves the right to cancel/postpone these International Credit Mobility grants for incoming exchange students until the situation lets activities to be carried on.

Santander, 28th of February, 2024.

Matxalen Llosa Blas  
Vicerrectora de Internacionalización y Compromiso Global  
Universidad de Cantabria

## ANNEX 1: PRIORITY AREAS / ACTIVITIES AND GRANTS AVAILABLE

The following mobility flows, between HEIs from partner countries and the UC, for staff Mobility for teaching and training are part of this Erasmus+ International Credit Mobility Call (Projects 2022-1-ES01-KA171-HED-000073368 and 2023-1-ES01-KA171-HED-000122364):

Erasmus+ Project 2022-1-ES01-KA171-HED-000073368:

Country	Partner university	Type of mobility	Priority area / activity	UC Budget application	Grants
Tajikistan	Institute of Economy and Trade of Tajik State Univ. of Commerce	Training	Business Administration/Economy	02.73.00.ZC25.422D.22690	2

Erasmus+ Project 2023-1-ES01-KA171-HED-000122364:

Country	Partner university	Type of mobility	Priority area / activity	UC Budget application	Grants
Cabo Verde	Universidade de Cabo Verde	Teaching	Education	02.73.00.ZD21-422D-226.90	1
Colombia	Universidad del Valle	Teaching/Training	Industrial Engineering	02.73.00.ZD23-422D-226.90	1
Egypt	Tanta University	Teaching/Training	Mechanical Engineering	02.73.00.ZD15-422D-226.90	2
Ethiopia	Dambi Dollo University	Training		02.73.00.ZD22-422D-226.90	2
India	Indian Institute of Technology Madras	Training	Physics	02.73.00.ZD18-422D-226.90	1
Israel	Shamoon College of Engineering (SCE)	Teaching/Training	Engineering	02.73.00.ZD16-422D-226.90	2
Tajikistan	Institute of Economy and Trade of Tajik State Univ. of Commerce	Training	Business Administration/Economy	02.73.00.ZD19-422D-226.90	2
Tunisia	Ecole Nationale d'Ingénieurs de Sfax (ENIS)	Teaching/Training	Industrial Engineering	02.73.00.ZD17-422D-226.90	1
Uzbekistan	Tashkent Chemical-Technological Institute	Teaching/Training	Chemical Engineering	02.73.00.ZD20-422D-226.90	1