

Resolution of 28 April 2021, of the Vice-Rectorate for Internationalization and Global Engagement of the University of Cantabria, Spain, which approves of the international call for staff mobility for teaching from/to partner universities in the framework of the Erasmus+ KA-107 action, projects 2019-1-ES01-KA107-061847 and 2020-1-ES01-KA107-078199.

1. SPECIFIC OBJECTIVES

The goals of this action are to benefit from the exchange of teaching methods, approaches and expertise among partner universities participating in this project to foster staff mobility and to contribute to the process of internationalization at home.

This call offers up to **27 incoming/outgoing staff mobility grants for teaching** funded by the Erasmus+ Program, Action KA-107, for the 2021-2022 academic year funded by the budget applications 73-(Z911-Z917)-226.90 (2019 Project) and 73-(ZA20-ZA25)-22690 (2020 Project) of the Vice-Rectorate for Internationalization and Global Engagement of the University of Cantabria (UC), its award being conditional on the existence of an adequate and sufficient budget credit. This call complies with the criteria for the participation of candidates following the guidelines established by the European Commission for this action, as well as the guidelines established by the Spanish Service for the Internationalization of Education (SEPIE).

2. ELIGIBILITY REQUIREMENTS

- To be eligible, applicants must be teaching staff included on the payroll of their sending university, both when submitting their application and during the period in which the mobility will be undertaken.
- Applicants whose state of residence is the same as the destination country are not eligible.

The mobility should respect the duration and, preferably, the disciplines according to the terms laid down in the inter-institutional agreement signed between partner universities and the UC and annex 1 to this call for proposals. The total number of mobility flows cannot exceed the number and budget authorized by the project.

3. GRANT

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.

3.1 Contribution to the travel costs

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

Maximum travel costs per country:

Morocco-Spain:	€ 275
Cape Verde-Spain:	€ 530
Egypt-Spain:	€ 530
Russian Federation (Mari State)-Spain:	€ 530
Iran-Spain:	€ 820
Uzbekistan-Spain:	€ 820
Republic of India-Spain:	€ 1,500
Colombia-Spain:	€ 1,500

3.2 Individual support:

The individual support grant may not cover all expenses, but it is considered as a contribution to bearing the additional costs of staying abroad. From a partner country to Spain: **160 €/day** (5 working days + if necessary for travel, 1 additional day before the stay + 1 additional day after the stay). From Spain to a partner country: **180 €/day** (5 working days + if necessary for travel, 1 additional day before the stay + 1 additional day after the stay). Stays **shorter than 5 working days will not be eligible** in the framework of this project.

4. DESCRIPTION AND DURATION OF ACTIVITIES

- **HE-STA-T (Teaching):** the objective of this activity is to teach at least a minimum of **eight (8) hours** in courses that are part of an official curriculum at the UC/partner university. The teaching plan has to include **five working days** in accordance with the offer available in *Annex 1* to this call (travel days are not included in this requirement).
- **HE-STA-T/HE-STT-T (combined mobility):** the objective of this activity is to **teach** at least a minimum of **four (4) hours** in courses that are part of an official curriculum at the UC/partner university, **combined** with a **training** period at the UC/partner university (this may take the form of training events and job shadowing/observation periods/training at the host institution). The combined teaching and training plan has to include **five working days** in accordance with the offer available in Annex 1 to this call (travel days are not included in this requirement).

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

5. CALL PUBLICATION

Partner universities should publish this call and its specific application procedures, on their website under the heading 'Erasmus+ KA-107 Projects'. Both partner and coordinating institutions will guarantee, by means of its publication on their websites, that the information provided to the university community concerning this call is carried out in a fair and transparent way, fostering equal opportunities to participants eligible for mobility in accordance to the Inter-institutional Agreement signed by both the home and host institutions.

6. GENERAL 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 interest to the project and the internationalisation strategy of both universities. Proficient language skills in English and/or Spanish are required.

The relevant Selection Committee, Department, Vice-rectorate or equivalent at the sending university will evaluate and rank those applications that meet the requirements established in the call, indicating "selected" applicants, "waiting list" and "not selected" applicants in the Nomination Sheet (Annex IV). Once assessed and ranked, the resulting applications will be validated and the grants awarded by the UC Internationalisation Committee, which will also validate UC outgoing teaching staff, according to the following criteria:

- Teaching and research experience: 60%
- Relevance of the activities foreseen in the Mobility Agreement and in accordance with the project proposal: 20%
- Motivation: 20%

Additionally, selection will be carried out according to the following participation criteria, in order of importance:

- a) Applicants who participate for the first time in the Erasmus+ KA107 Program.
- b) Applicants who have already participated in the Erasmus+ KA107 Program in previous academic years.
- c) Applicants who have already participated in the Erasmus+ KA107 Program during the same academic year but in a different type of mobility.
- d) Applicants who have already participated in the Erasmus+ KA107 Program during the same academic year in the same type of mobility.

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.

7. APPLICATION PROCEDURE, DEADLINES

Each selected candidate's application package must contain at least:

- a) Application form (*Annex 2*). All applications must include the **approval of the Department's or Service's superior** (signature).
- b) Mobility agreement / Staff mobility for teaching (*Annex 3A*), 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 or National Identification document (in force within the whole period of the stay).
- e) Short version of the CV.
- f) Supporting document issued by the partner university confirming that the selected participant is included in the home university payroll before and during the mobility.
- g) Insurance policy certificate in the case participants do not use the travel agency the university works with. The certificate is to contain 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).
- h) The partner university's International Office 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 according to these deadlines:**
 - Applications submitted **until May 20, 2021**
 - Applications submitted **until September 20, 2021**
 - Applications submitted **until January 20, 2022**

Applications received after the last deadline could be assessed for its potential acceptance, in order to fill possible vacancies that might be available after the application period. In any case, all mobility activities will necessarily have to finish by **June 30, 2022**.

Documents referenced in sections 7.a), 7.b) and 7.c) above as well as the Nomination Sheet can be downloaded from the website of the UC: <https://web.unican.es/en/Studying/admission/erasmus-ka-107-application-documents>. The submission of the applications entails the obligation to comply with the Erasmus+ legal and administrative requirements.

The UC reserves the right to publish new future calls in case of budget and mobility flows availability.

8. COMMUNICATION OF RESULTS

The results of the call will be published on the website of the Vice-rectorate for Internationalisation and Global Engagement of the UC. Five days will be left for appeal after this publication and a new list of selected candidates will be published should there be any variations.

9. OBLIGATIONS OF THE UNIVERSITY OF CANTABRIA, PARTNER INSTITUTION AND SELECTED PARTICIPANT AND RIGHTS

9.1. The UC, as coordinator of the project and administrator of the grants, commits to:

- 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 for incoming staff and via bank transfer for outgoing staff.

- Preferably, buy the selected participants their flight tickets through the UC supporting travel agency. Should participants prefer to purchase their own flight tickets, the UC commits to reimburse their travel costs according to the terms and limits laid down in section 3.1 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 Stay at the end of their mobility, once the planned activities have been successfully completed.

9.2. The Partner Institution commits to:

- Disseminate, advertise, and publish this call in its home website in the terms laid down in section 5 and to 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 proof of this recognition after the mobility.
- Contribute to the dissemination of the Erasmus+ program among its university community.

9.3 The selected participant commits to:

- Submit all the required documentation, both by the UC and by the Erasmus+ Program, in time and manner, before, during and after the mobility.
- Apply for a visa if applicable.
- Take out an insurance policy covering medical costs, accidents and repatriation as stated in section 7 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).
- Contribute to the dissemination of the Erasmus+ program in their partner university.

9.4. 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+ Program or his/her work plan.

10. OTHER OBLIGATIONS OF THE PARTICIPANTS

- The participant may not accept any other similar mobility grant awarded by the European Union during the exchange period.
- The participant is to sign, prior to the initiation of the mobility, the Staff Mobility Agreement and a Grant Agreement and to complete all the administrative and report requirements of the program.
- The grantee has the obligation to inform the coordinating institution about any change regarding the teaching/research or training period abroad, namely the work/research program or the duration of the stay at the host university.
- Within 30 days after finishing the mobility, the grantee agrees to complete online the Participant Report (EU Survey) addressed by the Mobility Tool+ System. UC is entitled to partly or totally require the reimbursement of the Erasmus+ grant if this requirement is not properly and timely fulfilled.

11. RENOUNCEMENT AND PENALTY SYSTEM

Should beneficiaries waive the grant awarded to them, they should do it in writing, in which case the vacant position may be allocated to a replacement. Should the waiver not be submitted before the mobility takes place, or shouldn't it 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. LINKS AND DATA PROTECTION

Personal data shall be processed in strict 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. FALSE INFORMATION IN THE APPLICATIONS

Incomplete or false information in the documents or missing documents will lead to the financial support applied for being rejected or will, in the latter case, entail the return of any amounts paid, in addition to any other responsibilities which such circumstances may give rise to.

14. SPECIAL NEEDS

Applicants with special needs may apply for additional funding.

15. DISCLAIMERS

The Erasmus+ KA107 projects 2019-1-ES01-KA107-061847 and 2020-1-ES01-KA107-078199 are co-financed by the Erasmus+ program of the European Union. The content of this call is the sole responsibility of University of Cantabria and neither the European Commission, nor the Spanish Service for the Internationalization of Education (SEPIE) are responsible for the use that may be made of the information disclosed here.

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 derived from the COVID-19 pandemic, the UC reserves the right to cancel/postpone these International Credit Mobility grants for incoming/outgoing academic staff until the situation lets activities to be carried on.

Santander, 28 April 2021.

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 and viceversa, for staff Mobility for teaching (HE-STA-T) are part of this Erasmus+ International Credit Mobility Call (Projects 2019-1-ES01-KA107-061847 and 2020-1-ES01-KA107-078199):

Erasmus+ Project: 2019-1-ES01-KA107-061847 (14 grants available)

Incoming (Partner university- UC)

Country	Partner university	Type of mobility	Priority area / activity	UC Budget application	Grants
Cape Verde	Universidade de Cabo verde	Incoming	Education	73-Z916-226.90	1
Morocco	Institut National des Postes et Télécommunications	Incoming	Telecommunications Eng.	73-Z912-226.90	1
	Université Abdelmalek Essaadi	Incoming	Telecommunications Eng.		1
Republic of India	Indian Institute of Technology Madras	Incoming	Physics	73-Z913-226.90	1
Russian Federation	Mari State University	Incoming	Mathematics / Physics / Other	73-Z911-226.90	1

Outgoing (UC-Partner University)

Country	Partner university	Type of mobility	Priority area / activity	UC Budget application	Grants
Cape Verde	Universidade de Cabo verde	Outgoing	Education	73-Z916-226.90	3
Morocco	Université Abdelmalek Essaadi	Outgoing	Telecommunications Eng.	73-Z912-226.90	2
Republic of India	Indian Institute of Technology Madras	Outgoing	Physics	73-Z913-226.90	1
Russian Federation	Mari State University	Outgoing	Mathematics / Physics / Other	73-Z911-226.90	2
Uzbekistan	Tashkent Chemical-Technological Institute (TCTI)	Outgoing	Chemical Engineering	73-Z915-226.90	1

Erasmus+ Project: 2020-1-ES01-KA107-078199 (13 grants available)

Incoming (Partner university-UC)

Country	Partner university	Type of mobility	Priority area / activity	UC Budget application	Grants
Colombia	Universidad Cooperativa de Colombia	Incoming	Industrial Engineering / Environmental Engineering	73-ZA20-226.90	1
Egypt	Tanta University	Incoming	Mechanical Engineering	73-ZA21-226.90	3
Iran	Tarbiat Modares University	Incoming	Chemical Engineering	73-ZA22-226.90	2
Russian Federation	Mari State University	Incoming	Mathematics / Physics / Other	73-ZA23-226.90	1
Uzbekistan	Tashkent Chemical-Technological Institute (TCTI)	Incoming	Chemical Engineering	73-ZA25-226.90	1

Outgoing (UC-Partner University)

Country	Partner university	Type of mobility	Priority area / activity	UC Budget application	Grants
Colombia	Universidad Cooperativa de Colombia	Outgoing	Industrial Engineering / Environmental Engineering	73-ZA20-22690	1
Egypt	Tanta University	Outgoing	Mechanical Engineering	73-ZA21-22690	2
Russian Federation	Mari State University	Outgoing	Mathematics / Physics / Other	73-ZA23-22690	1
Uzbekistan	Tashkent Chemical-Technological Institute (TCTI)	Outgoing	Chemical Engineering	73-ZA25-22690	1