Erasmus+ International Credit Mobility
Call for the assignment of grants for staff mobility for teaching and training
a. y. 2019-2020 and a. y. 2020-2021

ART. 1 – Objectives of Erasmus + International Credit Mobility
Within the “International Credit Mobility” of the Erasmus + Programme (Key Action 1 – Learning Mobility of Individuals) the Higher Education Institutions may allow mobility actions from and towards the Partner Countries, with which they have signed an Erasmus + Interinstitutional Agreement.

In particular, for the academic years 2019-2020 and 2020-2021, the University of Cassino and Southern Lazio (Unicas) allows staff mobility for teaching and training to and from Unicas and the Université de Tunis and the Institut Supérieur des Sciences Appliquées et de Technologie de Sousse (ISSAT) in Tunisia and the University of Hanoi (HANU) in Viet Nam.

Available staff mobility for teaching and training are listed below:

<table>
<thead>
<tr>
<th>PARTNER</th>
<th>ISCED CODE</th>
<th>Number of Participants from UNICAS to Partner Country (duration)</th>
<th>Number of Participants from Partner Country to UNICAS (duration)</th>
<th>Total No. of Participants</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tunis</td>
<td>041 Business and Administration 0542 Statistics</td>
<td>2 (7 days each)</td>
<td>2 (7 days each)</td>
<td>4</td>
</tr>
<tr>
<td>ISSAT</td>
<td>0713 Electricity and Energy</td>
<td>2 (7 days)</td>
<td>3 (7 days)</td>
<td>4</td>
</tr>
<tr>
<td>Hanu</td>
<td>041 Business and Administration</td>
<td>2 (9 days each)</td>
<td>1 (14 days)</td>
<td>3</td>
</tr>
<tr>
<td>Hanu</td>
<td>041 Business and Administration</td>
<td>-</td>
<td>1 (17 days)</td>
<td>1</td>
</tr>
</tbody>
</table>

Art. 2 – Mobility period
The mobilities have to be completed by July 31, 2021. The total length of the mobility period shall not exceed 2 months, with a minimum of 5 days per mobility activity. For teaching mobility, a minimum of 8 hours of teaching per week has to be respected. If the mobility lasts longer than one week, the minimum number of teaching hours for an incomplete week shall be proportional to the duration of that week.

ART. 3 – Availability of exchange mobility
The amount of the mobility grant, in accordance with Erasmus + guidelines, is composed by a contribution for travel and an individual support as detailed in the table below, in accordance with the number of days as described in Table 1:

<table>
<thead>
<tr>
<th>PARTNER COUNTRY</th>
<th>Travel</th>
<th>DAILY AMOUNT FROM PARTNER COUNTRY TO UNICAS</th>
<th>DAILY AMOUNT FROM UNICAS TO PARTNER COUNTRY</th>
</tr>
</thead>
<tbody>
<tr>
<td>TUNISIA</td>
<td>€ 275,00</td>
<td>euro 160,00/ day</td>
<td>euro 180,00/ day</td>
</tr>
<tr>
<td>VIETNAM</td>
<td>€ 1,500,00</td>
<td>euro 160,00/ day</td>
<td>euro 180,00/ day</td>
</tr>
</tbody>
</table>

Zero-grant mobility are allowed.
Erasmus + grant beneficiaries cannot be supported by other grants arising from other programs and/or actions financed by the European Union and/or by Unicas Visiting professor grants.

For Italian beneficiaries of Erasmus + grants:
- the subsistence grant is calculated according to the days of the stay in Italy or in the Partner Country and it’s subject to the Italian financial tax rules;
- the travel grant is calculated in accordance with the distance calculator provided by the Erasmus + National Agency. The beneficiary has to submit to the Erasmus Office the receipt of the flight tickets and the boarding card to receive the amount the travel support in respect of unit costs established by the National Agency.

For the beneficiaries of Erasmus + grants (Italians excluded):
- the subsistence grant is calculated according to the days of the stay in Italy;
- the travel grant is calculated in accordance with the distance calculator provided by the Erasmus + National Agency. The beneficiary has to submit to the Erasmus Office the receipt of the flight tickets and the boarding cards.

The Erasmus ICM grants are subject to the financial tax rules of the country of residence of the beneficiary.

Unicas provides to the incoming teachers an insurance covering accidents, civil liability and other guarantees provided for by European legislation for students in Erasmus mobility.

**Art. 4 – Admission requirements**
Participants may apply for this call if they have regular activity in their own Institution during the academic year in which they want to do the mobility.

**ART. 5 – How to apply**
Applications must be done through the form available on the Unicas website ([https://www.unicas.it/internazionalizzazione/opportunit%C3%A0-studio-allesteriobandi-per-la-mobilit%C3%A0-(1)/bandi-erasmus-icm-with-tunisia-and-viet-nam-(project-2019).aspx](https://www.unicas.it/internazionalizzazione/opportunit%C3%A0-studio-allesteriobandi-per-la-mobilit%C3%A0-(1)/bandi-erasmus-icm-with-tunisia-and-viet-nam-(project-2019).aspx)).

The deadline to apply is 20 May 2020.

Applicants have to attach to the form the following documents:
- copy of the passport or valid ID card;
- Learning Agreement for teaching or training;
- CV in Italian or in English.

The application form and all its annexes must be delivered by electronic mail to:

Laura Morone: l.morone@unicas.it
for incoming teachers (Partner Country/ UNICAS)

Gisella Vizzaccaro: vizzaccaro@unicas.it
for outgoing teachers (UNICAS/ Partner Country)

with subject “KA107 - Staff mobility: NAME”.

Applications received after the deadline or delivered in different ways will be rejected. The University doesn’t take any responsibility for non-receipt of the application according to the established procedure and on time, nor for negligence of third parties, accidental occurrences or force majeure.
Art. 6 – Selection committee

The Selection Committee is appointed by Unicas Rector. It may include representatives of the Partner Institutions, who participate in the selection of staff who applied for mobility to/ from their own institution.

Art. 7 – Evaluation criteria and Applications assessment

Unicas will check the eligibility of the submitted applications. Only those candidates whose applications have been properly submitted will be considered eligible for the assessment.

The Selection Committee will examine the documentation received and will draw up the final list of beneficiaries according to the following criteria.

<table>
<thead>
<tr>
<th>Criteria</th>
<th>Points</th>
</tr>
</thead>
<tbody>
<tr>
<td>Expertise in the field of study as defined by the ISCED code (Table 1)</td>
<td>35</td>
</tr>
<tr>
<td>Similar field of study as defined by the ISCED code (Table 1)</td>
<td>22</td>
</tr>
<tr>
<td>Different field of study as defined by the ISCED code (Table 1)</td>
<td>12</td>
</tr>
<tr>
<td>Active part within the KA107 project application phase - call 2019 (any country)</td>
<td>10</td>
</tr>
<tr>
<td>Contact teacher in the Erasmus + Bilateral Agreement with a Partner Country</td>
<td>25</td>
</tr>
<tr>
<td>Active part within previous Erasmus projects</td>
<td>10</td>
</tr>
<tr>
<td>Expertise in dual/ joint degrees planning and management</td>
<td>10</td>
</tr>
<tr>
<td>Chair of a study program at his/ her own institution</td>
<td>10</td>
</tr>
</tbody>
</table>

The final selection decision will consider also cross-cutting evaluation criteria such as gender balance, equal opportunities and participation of disadvantaged groups.

In the end, the Selection Committee will communicate to Unicas International Relations Office the final ranking of the applicants, so that the Office can draw up the list of beneficiaries.

Within 30 days from the deadline for submitting applications, the final ranking of the selected teachers will be published on the Unicas website. The applicants will receive a communication by email.

Within ten calendar days from the publication of the rankings, beneficiaries of the grants must confirm acceptance of the scholarship by giving notice by email to the addresses set out in art. 8.

Art. 8 – Privacy and personal data

In compliance with the European General data protection regulation no. 679/2016 (articles 13-14, 15-22) and the subsequent Decree n. 101/ 2018, the personal data sent by candidates within the application, in accordance with the Privacy Statement published on Unicas website in the section “University Regulations”, will be processed for the purposes of management of the selection procedure. At any time, interested parties may exercise their rights under that Statement.

For further information, contact UNICAS International Relations Office:

Administrative support for incoming teachers (Partner Country/ UNICAS)
Laura Morone: +39 0776 2993904, l.morone@unicas.it

Administrative support for outgoing teachers (UNICAS/ Partner Country)
Gisella Vizzaccaro: +39 0776 2993353, vizzaccaro@unicas.it

Person in charge of the administrative process

The person in charge of the administrative process, according to the Italian Law n. 241 07/08/1990 (articles: n. 4, 7, 8) is Barbara Sbardella International Relations Office of the University of Cassino and Southern Lazio (tel. 0776 3353-4723 e-mail: b.sbardeilla@unicas.it).