



UNIVERSITÀ DEGLI STUDI
DI CASSINO E DEL LAZIO MERIDIONALE

Centro Rapporti Internazionali

D.R. n. 852

IL RETTORE

- VISTO** il vigente Statuto dell'Università degli Studi di Cassino e del Lazio Meridionale, emanato con D. R. n. 661 del 26.07.2018 (Gazzetta Ufficiale dell'11.08.2018).
- VISTO** il Regolamento di Ateneo per l'Amministrazione, la Finanza e la Contabilità approvato con D. R. n. 337 del 12.05.2021.
- VISTA** la nota dell'EACEA in data 22.12.2020 con cui è stata concessa all'Università degli Studi di Cassino e del Lazio Meridionale la Erasmus Charter for Higher Institution per l'intera durata del programma Erasmus + (2021-2027).
- VISTA** l'approvazione del progetto KA171 n. 2023-1-IT02-KA171-HED-000139082 per il finanziamento della International Credit Mobility (ICM) con gli Emirati Arabi, il Perù, la Tunisia e l'Ucraina per una sovvenzione totale pari a euro 168.983,00 (CUP H31I23001140006), di cui euro 59.148,00 per le mobilità con il Perù.
- CONSIDERATO** che, come da accordo bilaterale sottoscritto con la *Universidad del Pacifico* di Lima e secondo le indicazioni del presidente del Centro Rapporti Internazionali, è necessario procedere all'assegnazione di n. 4 flussi in entrata/uscita per una spesa totale massima di euro 16.948,00 (viaggio: euro 1.500,00 x 2 + euro 180,00 x 32 giorni + 160,00 x 32 giorni).
- ACCERTATA** la disponibilità finanziaria di euro 16.948,00 a valere sul Conto economico CB 09.01.01.01.02 'Programmi di mobilità e scambi culturali studenti - Erasmus + Call 2022'

DECRETA

Si emana il Bando Erasmus + International Credit Mobility per l'assegnazione di n. 4 borse per la mobilità dello staff in entrata e in uscita tra l'Università degli Studi di Cassino e del Lazio Meridionale e la *Universidad del Pacifico* di Lima (Perù), parte integrante del presente provvedimento.

La spesa di euro 16.948,00 graverà sul Conto economico CB 09.01.01.01.02 'Programmi di mobilità e scambi culturali studenti - Erasmus + Call 2023' - Esercizio finanziario 2023.

Il presente decreto è inserito nella raccolta ufficiale interna di questa Università e nella sezione "Amministrazione trasparente" di www.unicas.it.

Cassino, **14 NOV. 2023**

Il Direttore Area Didattica e Servizi agli studenti
(Dott. Roberto Molle)

Il Responsabile dell'ufficio
(dott. Barbara Sbardella)

IL VICARIO DEL DIRETTORE GENERALE
Ing. Alessandro Marciano

IL RETTORE

Prof. Marco DELL'ISOLA

UNIVERSITÀ DEGLI STUDI DI CASSINO
E DEL LAZIO MERIDIONALE
AREA BILANCIO-RAGIONERIA GENERALE
Impegno provvisorio/definitivo n. 5032/2023

di € 16948,00 a stato sul conto 10201

0102 budget 2023

Cassino, 14/11/2023

Erasmus+ International Credit Mobility
Call for the assignment of the grants for staff mobility
a. y. 2023-2024

ART. 1 – Objectives of Erasmus+ International Credit Mobility

Within the “International Credit Mobility” of the Erasmus + Programme (Key Action 171 – 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.

Within this call, UNICAS allows staff mobility from Unicas and the Universidad del Pacifico (Lima) in Peru and vice versa.

Available staff mobility for teaching or training for the academic year 2023-2024 are listed below:

PARTNER COUNTRY (PC)	ISCED CODE	Mobility	Number of mobilities from Partner Country to UNICAS	Number of mobilities from UNICAS to Partner Country
Peru	0311 Economics	teaching	2 (16 days each)	2 (16 days each)
Peru	-	training		

Art. 2 – Mobility period

The mobilities have to be completed by October 31, 2026. The total length of the eligible 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:

PARTNER COUNTRY	Travel top up	DAILY AMOUNT FROM PARTNER COUNTRY TO UNICAS	DAILY AMOUNT FROM UNICAS TO PARTNER COUNTRY
Peru	€ 1.500,00	euro 160,00/ day	euro 180,00/ day

Both travel and subsistence grants are calculated according to the days of stay in Italy or in the Partner Country and to the calculators provided by the Erasmus + National Agency. Zero-grant mobility are allowed.

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 travel tickets (including boarding cards) to receive the travel support within the topup 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 staff an insurance covering accidents, civil liability and other guarantees provided for by European legislation for students in Erasmus mobility.

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.

A period of virtual mobility is eligible but without any financial support.

The scholarships will be awarded until available funds run out.

Art. 4 – Special needs

In order to allow wider participation in mobility, the Erasmus + Indire National Agency provides funds to support disabled people and/or those with special needs. Interested parties must communicate their disability/special need situation, both during the application and during the acceptance of the grant. The Erasmus office will give all the information needed for the request for the additional funds.

Art. 5 – Admission requirements

Participants may apply for this call if they have regular activity during the academic year 2023-2024 in their own Institution.

Art. 6 – Application and assignment of the Erasmus mobility grant

The applicant has to fill in the mobility agreement with the programme of the activity abroad with the support of the departmental coordinator of the receiving institution. The document has to be signed by the three parties: the applicant, his/her Director of the department (or a delegate) and the departmental coordinator (or a delegate) of the receiving university. The hosting university approves and accepts the mobility signing the learning agreement with all its details. The subscription by the Director of the department to which the applicant belongs makes the learning agreement for teaching/ training eligible for the Erasmus mobility.

The applicant has to apply for the assignment of the grant through the form available on the Unicas website (<https://www.unicas.it/international-unicas/erasmus-office/erasmus-plus-programme-2021-2027/extra-eu-mobility-within-erasmus-plus-ka171/erasmus-plus-icm-calls-project-2023/>).

Applications received in different ways will be rejected.

The University doesn't take any responsibility for non-receipt of the application according to the established procedure nor for negligence of third parties, accidental occurrences or force majeure.

The Erasmus office will check the following formal details of the mobility as given in mobility agreement:

- the mobility period within the eligible time;
- the teaching hours in relation to the length of the mobility;
- signature by the three parties.

Applicants have to attach to the form the:

- copy of the passport;
- Learning Agreement for teaching or training.

Within 30 days from the submission, the Erasmus office will send to the applicant an email to communicate the evaluation of the application submitted.

Within ten calendar days from the Erasmus office email to the applicant, the beneficiary of the Erasmus + grants must confirm acceptance of the scholarship by giving notice by email to the address stella.migliarino@unicas.it.

The final assignment of the mobility to the applicant will be approved through a formal act of the Rector.

Art. 7 – Before the mobility

Before departure, each beneficiary is required to sign the Erasmus mobility agreement, defined by the European Commission, that contains the details about the Erasmus mobility including the financial support. The Erasmus Office will send to the beneficiary the document for the subscription.

Art. 8 – After the mobility

Within 30 days of the end of the mobility, the beneficiary of the Erasmus grant must deliver to the Erasmus Office: the Certificate of participation provided by the host institution, the regularly endorsed boarding passes/railway tickets/bus tickets. The Erasmus Participant Survey has to be filled in by the staff and it is necessary to maintain the Erasmus grant.

Art. 9 – 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 staff (Partner Country/ UNICAS)

Laura Morone: +39 0776 2993904, laura.morone@unicas.it

Administrative support for incoming staff (Partner Country/ UNICAS)

Stella Migliarino: +39 0776 2993225, stella.migliarino@unicas.it

Art. 10 – Force Majeure

The University of Cassino and Southern Lazio if some unforeseeable circumstances or force majeure will contrast the development of this selection and the realization of the mobility may decide to stop the activities with a formal act.

Art. 11 – Erasmus + rules

For anything not expressly provided for in this announcement reference is made to the Erasmus + Programme Guide and the provisions issued by the Erasmus + Indire National Agency in Italy for the proposals 2023 with the signed agreement n. 2023-1-IT02-KA171-HED-000139082 with the University of Cassino and Southern Lazio.

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 Erasmus Office of the University of Cassino and Southern Lazio (tel. 0776 299 3353-4723 e-mail: barbara.sbardella@unicas.it).