

**ERASMUS+ INTERNATIONAL CREDIT MOBILITY PROGRAMME
CALL FOR APPLICATIONS FOR PHD STUDENTS AND STAFF MOBILITY
BETWEEN A4U UNIVERSITIES AND PARTNER UNIVERSITIES IN BOTSWANA
AND NAMIBIA DURING 2021-2022 and 2022-2023 ACADEMIC YEARS**

1. Purpose of the Call

Alliance of 4 Universities (A4U) is a strategic partnership of four Spanish public universities: Universitat Autònoma de Barcelona, Universidad Autónoma de Madrid, Universidad Carlos III de Madrid, and Universitat Pompeu Fabra in Barcelona. One of the objectives of A4U internationalization strategy is to promote mobility with leading universities in non-European countries.

A4U has been awarded funds under Erasmus+ International Credit Mobility Programme, which enables PhD students and staff from A4U and its partner universities to go on exchange.

The main objectives of the mobilities are:

- To offer training, research and study development opportunities to PhD students and staff at participating universities.
- To support PhD students and staff achieve sustained improvements in knowledge, teaching and research skills.
- To forge and deepen lasting links between A4U universities and its partner universities thus enhancing transnational academic cooperation.
- To improve participants' language and cultural skills, promoting mutual enrichment and understanding.

Mobilities announced in this call can be carried out in 2021-2022 and 2022-2023 academic years during the period of academic activity at the host university, and should end by 31 July 2023.

2. Participating higher education institutions and number of available grants

BOTSWANA

SPAIN	BOTSWANA
<ol style="list-style-type: none"> 1. Universitat Autònoma de Barcelona 2. Universidad Autónoma de Madrid 3. Universidad Carlos III de Madrid 4. Universitat Pompeu Fabra, Barcelona 	<ol style="list-style-type: none"> 1. University of Botswana (UB) 2. Botswana University of Agriculture and Natural Resources (BUAN) 3. Botswana International University of Science and Technology (BIUST) 4. Botswana Accountancy College (BAC)

From	To	Level	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total grant
Botswana	Spain	PhD	1	3-5 months	€850/month	€820	€3.370- €5.070
		Staff	5	5 days	€160/day	€820	€1.940
Spain	Botswana	PhD	1	3-5 months	€700/month	€820	€2.920- €4.320
		Staff	1	5 days	€180/day	€820	€2.080

NAMIBIA

SPAIN	NAMIBIA
<ol style="list-style-type: none"> 1. Universitat Autònoma de Barcelona 2. Universidad Autónoma de Madrid 3. Universidad Carlos III de Madrid 4. Universitat Pompeu Fabra, Barcelona 	<ol style="list-style-type: none"> 1. University of Namibia (UNAM) 2. Namibia University of Science and Technology (NUST)

From	To	Level	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total grant
Namibia	Spain	PhD	2	3-5 months	€850/month	€820	€3.370- €5.070
		Staff	Applications are accepted	5 days	€160/day	€820	€1.940
Spain	Namibia	PhD	2	3-5 months	€700/month	€820	€2.920- €4.320
		Staff	1	5 days	€180/day	€820	€2.080

4 grants are available for incoming and outgoing PhD students and 1 grant for outgoing staff. Applications from incoming staff will also be accepted and considered for grants if the before mentioned categories do not fill in.

3. General conditions

The call is open to all subject areas. Applicants must check that the requested mobility proposal matches the offer available at the host university.

The mobility grant consists of a travel allowance and a monthly/daily subsistence allowance according to the flat rates determined by the Erasmus+ Programme. The grant is a **contribution** towards the costs of the planned Erasmus+ mobility period¹.

The beneficiaries are free to make travel and accommodation arrangements that best suit their needs. Important: beneficiaries need to advance their own funds for booking flights and accommodation since the mobility grant will be paid only once their stay begins (see procedures for grants payment in section 10). It is highly advisable to make bookings (flights, accommodation etc.) on conditions that allow full reimbursement in case of cancellation of travel.

An Interinstitutional Agreement between the home and the host universities must be signed before the start of the mobility.

4. PhD mobility

The mobility period for PhD students is from 3 to 5 months. During their stay PhD students should engage in research towards their doctoral thesis.

The mobility can be conducted onsite, online or in a blended mode. The grant will be paid in case the mobility comprises an onsite stay of a minimum of 3 months.

5. Staff mobility

The mobility period for staff is 5 days with 2 days for travel, covering 7 days in total.

Staff mobility can be for teaching, training, or both. Teaching and administrative staff can apply, with priority being given to the former.

- During mobility for teaching, staff should deliver at least 8 hours of teaching.
- During mobility for training, staff should receive training, engaging in professional development activities such as training events (excluding conferences), job shadowing, or observation periods at the receiving institution.
- Mobility can also be for teaching and training. In this case, the minimum number of hours of teaching is 4 hours per week.

¹ As a guideline, the average monthly living expenses in Madrid or Barcelona are 600€ for accommodation in student residence (an apartment shared with other students might be cheaper) and €250-350 for food.

Staff mobility can be conducted onsite, in which case the grant will be paid, or online, in which case grant will not be paid as there will be no travel expenses involved.

6. Eligibility requisites

To be eligible, applicants must fulfill the following general conditions:

- To take responsibility for performing the mobility in 2021-2022 or 2022-2023 academic year during the period of academic activity based on the academic calendar at the host university, and end the mobility by 31 July 2023.
- To submit all the required documents before the application deadline. Getting a learning/mobility agreement signed takes time, so applicants are strongly advised to start preparing their application as early as possible and to submit it well before the deadline so that there is time to check it and to make sure it is complete.
- If the planned mobility activities are to be conducted in a language that is not the native language of the applicant, to have an appropriate level of the language of instruction, B2 being the minimum level. Please refer to your home institution, which will confirm whether you have the required level.

Specific requisites for **PhD students**:

- To be enrolled at their home institution at the time of application and during the mobility.

Specific requisites for **staff**:

- Have a contractual relationship with their home institution at the time of application and during the mobility.
- **For staff going from Spain abroad:** associate members of staff (professor asociado) are not eligible to apply.

Lower priority will be given to applicants (both PhD students and staff) who have received mobility grants under Erasmus Mundus consortia, Erasmus Mundus Joint Master degrees or Erasmus+ International Credit Mobility (KA107) Programme.

For PhD applicants who received Erasmus grants, mobility under this call will count towards the maximum of 12 months allowed per study cycle.

6. Timeline

Call opens	Upon publication on A4U website
Call closes	12 November 2021 at 24:00 Central European Time

Publication of selection results	17 December 2021
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7. Application process

The call and the application form can be found on A4U website <http://alliance4universities.eu/en/mobility-scholarships/>. All partner universities websites will refer to it by publishing an announcement.

Applicants must complete an online application form and attach the following documentation:

Level	Documents to be submitted
PhD	<ul style="list-style-type: none"> – CV – Learning Agreement signed by the applicant, the thesis supervisor at the home university and the host academic at the receiving university. Applicants should complete ONLY the first 2 pages of the Learning Agreement. Scanned signatures are accepted. – Recommendation letter, which should not be attached to the online application form but instead sent directly by the referee to coordinacion@a-4u.eu with “Recommendation letter” in the subject field by 12 November 2021.
Staff	<ul style="list-style-type: none"> – Abridged CV – Mobility Agreement for teaching or training, signed by the applicant, and the responsible academic (head of host Faculty or Department, or the host academic) at home and host institutions. Scanned signatures are accepted.

International Offices at participating institutions can assist applicants in getting signatures for the learning/mobility agreements. For contact details of A4U universities, please check section 11. Contact details of Botswanan and Namibian partner universities can be found in the factsheets available on A4U website.

Candidates with special needs or disabilities are welcome to apply. Additional funding to cover costs directly related to their participation in the mobility can be obtained, and is conditional on the approval of the Spanish National Agency. The request for additional financial support should be made separately from the application form.

Selection results will be published in A4U website <http://alliance4universities.eu/en/mobility-scholarships/> and will be announced to the beneficiaries and partner universities by e-mail.

8. Evaluation criteria and selection

Grants will be awarded on a competitive basis, based on the evaluation of quality of applications and following a procedure, which guarantees fairness and transparency.

PhD students applications will be evaluated according to the following criteria:

- Quality of the research proposal in the learning agreement, matching with the research areas at the host university and expected impact of the research stay,
- Academic qualifications and research experience according to CV,
- Recommendation letter,
- Motivation according to the statement in the learning agreement.

Staff applications will be evaluated according to the following criteria:

- Quality of the proposal in the mobility agreement, according to methodology, feasibility, teaching and learning innovation and/or curriculum development,
- Academic record of the candidate, including teaching experience, research, publications, etc. according to CV,
- Relevance and expected impact of the proposal for the host institution and added value upon return to the home institution,
- Motivation according to the statement in the mobility agreement.

The assessment will follow the standards of the “European Peer Review Guide” by the European Science Foundation:

Qualitative assessment	Alphabetic score
Excellent	A
Very good	B
Good	C
Fair	D
Poor	E

The applications will be evaluated by A4U Selection Committee consisting of 4 Vice-rectors for International Relations of A4U universities.

In case of equivalence, the decision will be guided by:

- giving priority to applicants from disadvantaged backgrounds, according to the information provided by applicants and confirmed by partner institutions,
- seeking a balanced distribution of grants among A4U universities.

The Selection Committee reserves the right to re-distribute grants across categories (PhD, staff, IN, OUT) within the same country, depending on the number and quality of received applications.

The number of available grants is a minimum that will be awarded. More grants may be generated or extensions granted if selected students’ stays are shorter than 5 months.

Reserve candidates will be placed on a waiting list and called upon if a grant becomes available.

9. Grant payment procedure

Grant amounts will be calculated according to the real arrival and departure dates reported by the host institutions, taking into consideration their academic calendars.

Payment of grant to students

PhD students going from Spain abroad: The grant will be paid in two instalments via a bank transfer into the participant's bank account. The first instalment of 70% of the total grant will be paid once the student has registered at the host university, and the student has signed the Grant Agreement. The second instalment of 30% of the total grant will be paid at the end of the mobility once the student has received a certificate of attendance from the host university, and has completed the online EU survey.

PhD students coming to Spain from abroad: the procedure is as above, with the only difference that upon his/her arrival to Spain, the student needs to open a Spanish bank account, to which the grant will be paid.

Payment of grant to staff

Staff going from Spain abroad: Once the participant has signed the Grant Agreement, the home university has received the certificate of attendance, and the participant has completed the online EU survey, the grant will be paid in one instalment to the beneficiary's bank account.

Staff coming to Spain from abroad: Once the Grant Agreement and the certificate of attendance from the host university have been issued, the grant will be paid in one instalment by a cheque. The participant should also complete the online EU survey.

10. Rights of the beneficiary

- To perform the entire mobility period awarded.
- To receive the grant according to the rates and conditions set out in the Erasmus+ Programme guidelines.
- To benefit from tuition fee waiver as a student, notwithstanding other fees for the use of certain services or activities that might be applicable.
- To receive information and advice on the application procedure from the home university, as well as pre-departure and on-site guidance from the host university.
- To have the study or teaching period abroad recognized by their home university.

11. Obligations of the beneficiary

- To be in possession of adequate insurance throughout the mobility period according to Erasmus+ programme rules. All participants must be insured against the risks linked to their participation in mobility activities.

The insurance must cover:

- travel insurance,

- medical expenses and accidents, including permanent or temporary incapacity,
- death, including repatriation,
- third party liability.

The cost of the insurance will be covered by the participants themselves. A4U recommends [OnCampus](#) insurance for staff, and [OnCampus Estudia](#) insurance for students. The participant can also choose a different insurance as long as it meets the requirements above.

- To obtain the visa for the stay in the receiving country and bear the costs of obtaining the visa.
- To book flights and accommodation in the country of destination. For this, beneficiaries will need to advance their own funds since the mobility grant will be paid only once their stay begins. Host universities can provide information to participants on how to find suitable accommodation.
- To carry out the mobility stay according to the proposal and dates committed during 2021-2022 or 2022-2023 academic years, always ending by 31 July 2023.
- To participate, if requested, in sharing their mobility experience.
- To complete the required procedures and fill in the necessary documents as per Erasmus+ Programme before, during and after the mobility period, meeting the deadlines established by A4U. Before mobility: signature of the learning/mobility agreement and grant agreement. After mobility: submission of the certificate of attendance and completion and online EU survey.
- Any other obligation inherent to the Erasmus+ Programme and the internal regulations of the home and host institutions.

12. Information

Should any doubt arise over the interpretation of this Call, the Selection Committee will decide on the case and interpret it in the light of the guidelines of Erasmus+ Programme.

A4U International Project Manager will be in charge of the general coordination and management of this call, and will be the initial point of contact for applicants and beneficiaries.

Dr Olga Belova

International Project Manager

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International Relations Services at A4U universities will provide advice to incoming and outgoing applicants at the application stage and during mobility.

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International Relations Office at Universidad Pompeu Fabra (UPF):
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Any additional information related to this call will be published on A4U website
<http://alliance4universities.eu/en/mobility-scholarships/>



Prof. Irene Martín Cortés
Vice-Rector for Internationalisation of Universidad Autónoma de Madrid,
on behalf of Alianza 4 Universidades Selection Committee

Madrid