



ERASMUS+ INTERNATIONAL CREDIT MOBILITY PROGRAMME CALL FOR APPLICATIONS FOR STAFF MOBILITY BETWEEN A4U UNIVERSITIES AND NON-EUROPEAN PARTNER UNIVERSITIES DURING 2024-2025 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 staff from A4U universities and its partner universities to undertake a mobility stay.

The main objectives of the mobilities are:

- To offer training and research opportunities to staff at participating universities.
- To help mobility participants improve their professional, social and inter-cultural skills, as well as employability, and to promote cross-cultural exchange and dialogue.
- To forge and deepen lasting links between A4U universities and its partner universities, enhancing their transnational academic cooperation.

Mobilities announced in this call should be carried out in 2024-2025 academic year during the period of academic activity based on the academic calendar of the host university. Exceptionally, a mobility can be postponed to 2025-2026 academic year. All mobilities should end by 31 July 2026.

2. Participating higher education institutions and number of available grants

See annex for the country-specific information in Annex.

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 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 period.

The beneficiaries will need to advance their own funds when organizing their stay, such as visa, insurance, flights and accommodation, since the mobility grant will be paid only upon arrival to the host university (see procedures for grant payment in section 9). It is highly advisable to make bookings (flights, accommodation etc.) on conditions that allow full reimbursement in case of cancellation of travel.

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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.

- During mobility for teaching, staff should deliver at least 8 hours of teaching.
- During mobility for training, staff should engage in professional development activities such as training events (excluding conferences), job shadowing, observation periods, or training 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.

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

4. Eligibility requisites

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

- To have a contractual relationship with their home institution at the time of application and during the mobility.
- **For staff going from Spain abroad only:** associate members of staff (professor asociado) and staff working for affiliated schools (escuelas adscritas) are not eligible to apply.
- To have at least B2 level in the language in which planned mobility activities will be conducted.
- To take responsibility for performing the mobility 2024-2025 academic year during the period of academic activity based on the academic calendar of the host university. Exceptionally, a mobility can be postponed to 2025-2026 academic year. All mobilities should end by 31 July 2026.
- To submit all the required documents before the application deadline.

5. Timeline

Call opens	Upon publication on A4U website
Call closes	22 March 2024
Publication of provisionally admitted applications	9 April
Cure period: candidates can remedy their applications in case of any clerical errors or incomplete documentation	10-19 April
Publication of final list of admitted applications	26 April

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Publication of selection results	24 May 2024
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A4U universities will be closed from 25 March until 2 April 2024 for Easter holidays.

6. 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:

- 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 may assist applicants in getting signatures for the learning/mobility agreements. For contact details of A4U universities, check section 12.

Contact details of non –European partner universities can be found in the factsheets available on A4U website.

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

7. Evaluation criteria and selection

Grants will be awarded on a competitive basis, based on the qualitative evaluation of applications by A4U Selection Committee consisting of 4 Vice-rectors for International Relations of A4U universities.

Evaluation 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.

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There is no priority for first-time applicants versus those who already received Erasmus+ International Credit Mobility Programme (KA107 or KA171 grant) in the past. Those who apply again are asked to address the following in their application:

- Make an extra effort to highlight and quantify the impact of your repeated visit by sharing specific achievements, lessons learned, and how your previous experience has informed your current project proposal.
- Show how your teaching contribution/training needs have evolved since the last grant by describing any adaptations, innovations, or improvements that have resulted from your previous visit.
- Provide insights into the challenges faced during your previous visit and how you have addressed or plan to address them in the proposed project. Transparent reflections on both successes and obstacles will strengthen your application.
- Highlight any efforts you have made to incorporate the feedback of the beneficiaries of your visit.

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

Qualitative assessment	Numeric score
Excellent	5
Very good	4
Good	3
Fair	2
Poor	1

If two or more applications are of similar quality, the decision will be guided by:

- giving priority to applicants from disadvantaged backgrounds or with special needs/disabilities,
- seeking gender balance.
- seeking a balanced distribution of grants among A4U universities.

In case of lack of applications, the Selection Committee reserves the right to re-distribute grants:

- across STUDENT and STAFF categories and IN and OUT flows within the same country,
- across different countries in Sub-Saharan Africa region.

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

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

8. Inclusion

Participants from disadvantaged backgrounds are welcome to apply if they meet one of the following criteria:

- have a certified disability equal to or greater than 33 per cent, or

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- have duly accredited physical, mental or health related conditions, such as serious or chronic illnesses, which prevent participation in mobility.

They can apply for additional funding to cover costs directly related to their participation in the mobility. Such additional costs can be for special accommodation, transportation, preparatory visits and expenses of accompanying persons.

The request for additional funding must be presented by the applicant, and have the support of the sending institution. Additional funding will be subject to approval by the Spanish National Agency.

9. Grant payment procedure

Staff going from Spain abroad: the grant will be paid to the participant’s bank account once the participant has signed the grant agreement, and has completed the online EU survey.

Staff coming to Spain from abroad: the grant will be paid by cheque or bank transfer upon arrival to the host university. The participant must submit the original grant agreement and complete online EU survey.

10. Rights of the beneficiary

- To receive the grant according to the rates and conditions set out in the Erasmus+ Programme guidelines.
- 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 teaching or training period abroad recognized by their home university.

11. Obligations of the beneficiary

- To carry out the mobility stay according to the proposal and dates committed, during 2024-2025 academic year, and ending by 31 July 2026.
- 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 but the participant is free to choose a different insurance as long as it meets the above requirements.

- 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, advancing own funds since the mobility grant will be paid only once their stay begins.
- 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

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- A4U. Before mobility: signature of the mobility agreement and grant agreement. After mobility: submission of the certificate of attendance and completion of 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
coordinacion@a-4u.eu
+34 935 422 079

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

Mobility Office at Universitat Autònoma de Barcelona (UAB):
erasmus.ka107@uab.cat / +34 93 581 3734

Mobility Office at Universidad Autónoma de Madrid (UAM):
erasmus.ka107.em@uam.es / +34 91 497 2935, + 34 91 497 3283

Mobility Office at Universidad Carlos III de Madrid (UC3M):
erasmuska171@uc3m.es / +34 91 6248658

International Relations Office at Universidad Pompeu Fabra (UPF):
silvia.vilanova@upf.edu / +34 935 42 2063

Any additional information related to this call will be published on A4U website
<http://alliance4universities.eu/en/mobility-scholarships/>

Prof. Carolina Marugán Cruz
Vice-Rector for Internationalisation, Universidad Carlos III de Madrid,
on behalf of Alianza 4 Universidades Selection Committee

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ANNEX: COUNTRY-SPECIFIC INFORMATION

RUSSIA

Higher Education Institutions participating in the exchange

SPAIN	RUSSIA
<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. Lomonosov Moscow State University 2. Higher School of Economics 3. Russian Presidential Academy of National Economy and Public Administration (RANEPA) 4. North-West Institute of Management, Branch of RANEPA (St. Petersburg) 5. Russian State University for the Humanities 6. St. Petersburg State Polytechnic University 7. Moscow Power Engineering Institute 8. Southern Federal University

Available grants: 3

From	To	Level	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total grant
Russia	Spain	Staff	3	5 days	€160/day	€530	€1.650

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IRAN

Higher Education Institutions participating in the exchange

SPAIN	IRAN
1. Universitat Autònoma de Barcelona 2. Universidad Autónoma de Madrid 3. Universidad Carlos III de Madrid 4. Universitat Pompeu Fabra, Barcelona	1. University of Tehran 2. Allameh Tabataba'i University 3. Amirkabir University of Technology 4. Isfahan University of Technology

Available grants: 2

From	To	Level	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total grant
Iran	Spain	Staff	2	5 days	€160/day	€820	€1.940

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SUB-SAHARIAN AFRICA

Higher Education Institutions participating in the exchange

<p>SPAIN</p> <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 	<p>NAMIBIA</p> <ol style="list-style-type: none"> 1. University of Namibia 2. Namibia University of Science and Technology <p>BOTSWANA</p> <ol style="list-style-type: none"> 1. University of Botswana 2. Botswana International University of Science and Technology <p>KENIA</p> <ol style="list-style-type: none"> 1. University of Nairobi 2. Kenyatta University <p>ETHIOPIA</p> <ol style="list-style-type: none"> 1. Addis Ababa University 2. Wolaita Sodo University <p>IVORY COAST</p> <ol style="list-style-type: none"> 1. Ecole Nationale Supérieure de Statistique et d'Economie Appliquée <p>SENEGAL</p> <ol style="list-style-type: none"> 1. Groupe Ecole Supérieure de Commerce de Dakar 2. Université Gaston Berger de Saint Louis <p>GAMBIA</p> <ol style="list-style-type: none"> 1. American International University West Africa 2. University of the Gambia
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Available grants: 18

From	To	Level	Number of grants	Duration of stay	Grant amount		
					Subsistence	Travel	Total grant
Namibia	Spain	Staff	1	5 days	€160/day	€820	€1.940
Spain	Namibia		1		€180/day		€2.080
Botswana	Spain		1		€160/day		€1.940
Spain	Botswana		1		€180/day		€2.080
Kenia	Spain		1		€160/day		€1.940
Spain	Kenia		1		€180/day		€2.080
Ethiopia	Spain		1		€160/day	€1.940	
Spain	Ethiopia		1		€180/day	€2.080	
Ivory Coast	Spain		1		€160/day	€1.940	
Spain	Ivory Coast		1		€180/day	€2.080	
Senegal	Spain		2		€160/day	€530	€1.650
Spain	Senegal		2		€180/day		€1.790
Gambia	Spain	2	€160/day	€1.650			
Spain	Gambia	2	€180/day	€1.790			

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South Africa

No Erasmus funds have been awarded to A4U for staff exchange with South Africa, but given A4U strategic interest in continuing cooperation with this country and the possibility to transfer funds among countries in the same region, 4 grants for staff OUT are reserved for a joint research seminar to take place in South Africa during 2024. The call for these 4 grants with further details on the seminar will be announced during 2024.

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