



**Erasmus+ Program 2014-2020  
Action KA107 (International Credit Mobility)  
– call 2020-1-IT02-KA107- 078615 –**

**Art. 1 - Object**

The Erasmus+ Program 2014-2020, Action ICM (International Credit Mobility – KA107), funds grants aimed at supporting staff mobility for teaching (STA) between EU Program Countries and Extra-EU Partners Countries with the aim of

- strengthening relations between European and non-European university institutions;
- promoting the exchange of skills and experiences in the educational and training field
- expanding the educational offer for students.

Within the framework of the project n. 2020-1-IT02-KA107-**078615**, with the funding received from the National Erasmus+ Agency, the University of Salento (Lecce - Italy) announces a selection on the basis of qualifications for the award of mobility grants for carrying out teaching visits at the University of Salento, addressed to teachers from non-European partner universities (Albania).

The disciplinary sectors, the number and duration of the mobility grants are indicated in Annex no. 1-2.

The stay abroad must end by 31 July 2023.

**Art. 2 - Requirements for participation**

The selection procedure is open to teaching staff of the University of Tirana and Valona who meet the following general requirements

Teaching staff classified in one of the following bands:

- researcher
- fixed-term researcher
- associate professor
- full professor

in service (including fixed-term) at the University of Tirana and Valona in the academic year 2022/2023 and active in research, with at least 2 research products in the last 4 years preceding the call. Researchers on fixed-term contracts must demonstrate the publication of at least one research product up to the date of publication of the call.

The specific requirements, depending on the destination and the role, are listed in Annex no. 1-2.



### Art. 3 Application and documents

The application, addressed to the Director of the Department of Humanities, must be submitted by and no later than 14.00 AM on 15<sup>th</sup> February, 2023 (h. 23.59 CET), using the specific form attached to this announcement, through one of the following ways:

- by e-mail to the following address: [dip.studi.umanistici@cert-unile.it](mailto:dip.studi.umanistici@cert-unile.it)
- transmission by registered letter with notification of reception to the Post Office of the Department of Humanities – Palazzo Codacci-Pisanelli, Piazza Angelo Rizzo-73100 Lecce (LE);

Multiple applications are not allowed and only the last application submitted by the same student will be considered.

The following documents must be attached to the application:

- draft of the Mobility Agreement for Teaching (for teaching visits - STA) signed by the applicant and the contact person of the host university. In the absence of the Mobility Agreement, a letter of invitation signed by the contact person of the host university specifying: the objectives, the scope and content of the teaching visit (for activities of the STA type activities).
- a signed copy of a valid identity document.

The application must contain:

- brief description of the activity carried out by the participant for the establishment and development of collaboration between the University of Salento and the non-European host institution;
- brief description of the activity carried out by the participant in the general field of international mobility
- list of mobility grants for teaching or monitoring or staff training received by the participant in the last 3 years with an indication of the period and the locations where they were carried out.

Applicants with disabilities are invited to contact the Disability Integration Office of the University of Salento using the contact details available on the University website in the appropriate section (<https://www.unisalento.it/ufficio-integrazione-disabili/> - e-mail: [centro.sostegno@unisalento.it](mailto:centro.sostegno@unisalento.it)).

Admission to the selection will be granted after an eligibility check of the applications regularly submitted and the attached documents.

### Art. 4 Selection

The evaluation of the applications submitted will be carried out by an academic committee that will be appointed by the Director of the Department of Humanities.

Each application will be assigned a score up to a maximum of 100 points according to the evaluation criteria determined as follows:

- international visibility attested by publications and projects in collaboration with foreign academic and research partners international visibility attested by publications and projects in collaboration with foreign academic and research partners, proof of visiting positions at foreign universities and research organisations, participation in scientific committees of journals and/or international series or other activities attesting to the lecturer's international standing (max. 50 points);
- the coherence of the project reported in the Mobility Agreement with the aims and/or



- themes of cooperation related to the chosen destination (max points 40);
- the condition of not having used Erasmus funds in the previous 3 years (max points 10)

Where points are equal, priority will be given according to the following criteria

- full-time status;
- visit also aimed at the activation of international study courses in collaboration with foreign universities, coherent with the educational activities of the degree course or degree course to which they belong. In the latter case, provided that they have not mobility funds have not been used more than twice in the previous four years.

In the event of a further tie, preference will be given by considering the time that has elapsed since the last visit (preference will be given to those who who has not used the grant for the longest time).

To be eligible, the candidate must obtain a score of at least 30 points.

The selection will be undertaken with respect to the principles of fairness, transparency and documentation, ensuring equal access opportunities to participants eligible for mobility from all backgrounds.

#### **Art. 5 Publication of Merit Ranking**

The Commission will formulate a ranking list based on the sum of the marks obtained by each candidate for each of the above-mentioned items. In the event of a tie, priority will be given to the candidate who has never had an experience in one of the Community programmes (LLP, Erasmus Mundus or Erasmus+). In the event of a tie, preference will be given priority will be given to the candidate with the longest length of service in the Public Administration.

If they are unable to obtain the Mobility Agreement or the letter of invitation, they must at least prove that they have submitted the appropriate request, to the host university, aimed at obtaining one of these documents, by the deadline for submitting applications, it being understood that the same candidates, at the end of the selection procedure and in any case no later than 15/02/2023, must in any case prove that they are in possession of one of the two documents requested by means of the production of suitable documents to this end.

The final rankings of the candidates will be published on the University portal in the sections "Albo online" and "Bandi e competizioni".

Winners must confirm their participation in the programme by sending, within 5 days of the publication of the ranking list on the University's Online Bulletin Board, an e-mail to the following address [dip.studi.umanistici@cert-unile.it](mailto:dip.studi.umanistici@cert-unile.it) with the subject "Notice of selection for the awarding of grants aimed at the carrying out teaching visits in Unisalento (KA107) - acceptance".

The winners must not be beneficiaries of other grants from the European Commission for the same period in which foreseen for the mobility covered by this call.

#### **Art. 6 – Payment of the mobility grant**

The grant for the mobility period consists of the following items

- contribution for travel expenses, calculated on the basis of a **scale** of unit costs divided by distance bands (Erasmus+ distance calculator) - the maximum amount of the contribution, depending on the destination, is specified in annex no. 2;
- contribution for individual support: maximum daily amount as specified in Annex no. 2;

will be paid as follows: an advance of 80% of the total contribution calculated for the entire duration of the mobility (travel and individual support) and an adjustment/reimbursement made, based on the presentation of documents supporting documents for the expenses incurred (travel tickets, accommodation booking, insurance/health insurance certificate), with a lump sum reimbursement of the health insurance certificate), with the lump-sum reimbursement.

In the event of cancellation or interruption of the stay without justification, the winner will be obliged to repay the any mobility grant received.



### **Art. 7 – Obligations related to the mobility**

The beneficiary of the mobility grants must fulfill the following obligations related to the mobility:

#### ***Before the start of the mobility period***

- produce the Mobility Agreement for Teaching (for teaching visits - STA) that must be approved by the sending University and the University of Salento.
- sign the financial agreement with the University of Salento.

However, with particular reference to non-EU citizens, it will be the responsibility of the beneficiary of the mobility grant to carry out all the immigration procedures necessary for entering the country of destination, also through the relevant diplomatic representative office competent for that territory.

#### ***During the mobility period***

= Inform of any substantial changes in the program agreed in writing by the parties

#### ***After the mobility period***

- *submit to the administration of the Department a certificate confirming the period of teaching abroad (certificate of stay), duly signed by the host institution indicating the start and end dates of the mobility;*
- *deliver to the administration of the Department all the supporting documents of the expenses incurred (travel and accommodation), in order to allow for the lump-sum reimbursement*
- *complete the Participant Report, a questionnaire relating to the teaching activity: - the participant is required to complete and close the online report (link via e-mail replies-will-be-discarded@ec.europa.eu): failure to do so will result in the reimbursement of the grant.*

*Any costs for the activation of the insurance policy required for the stay in the host country and for the issue of the relative entry visa or residence permit in the host country are to be considered the responsibility of the participant.*

### **Art. 8 – Treatment of personal data and confidentiality**

In carrying out all the activities and procedures that may involve the processing of personal data, the University of Salento undertakes to act in accordance with the current legislation on the protection of personal data, particularly in compliance with the 2016 EU Regulation. / 679 so-called "GDPR" implemented through Legislative Decree no. 101/2018 of 10 August 2018.

In accord with to D.L. 196/2003 (Personal Data Protection Code) it is known that the processing of personal data of candidates, carried out only for institutional purposes, will be based on principles of fairness, legality and transparency in order to protect Confidentiality. The candidate agrees that the Department of Humanities publish the selection list on its website to the respective official list.

### **Art. 9 – People in charge of application procedure**

The person in charge of the procedure is Ms. Rosanna Nestola (rosanna.nestola@unisalento.it).

The contact person for the procedure is Rosanna Nestola. Any information can be requested exclusively by e-mail to the contact person at the following e-mail (rosanna.nestola@unisalento.it) specifying in the subject "Competition Announcement for the assignment of students' mobility scholarships (KA107 2020) - Information Request".

The Director  
Prof. Maria Grazia Guido