

## ATTRACTING EUROPEAN TALENT ERASMUS+ CEI-MAR

### CALL TO INVITE STAFF FROM COMPANIES, RESEARCH AND TECHNOLOGY CENTERS FOR TEACHING IN THE FRAMEWORK OF THE ERASMUS+ PROGRAMME

#### EXPLANATORY MEMORANDUM

In order to encourage innovation in the universities of the consortium and promoting the development of synergies between university-industry in the frame of an international approach, these mobility grants are launched following the guidelines established by the European Commission for the Erasmus+ Programme.

#### 1. OBJECTIVE

The main purpose of this call for international mobility grants within the framework of the Erasmus+ Programme is to award financial grants to staff from companies, institutions, technological or research centers (except university staff) from the European countries indicated in these rules as eligible, to teach at the invitation of personnel from the universities of the **CEI-MAR** mobility consortium in the framework of official studies with the following objectives:

- To promote the exchange of knowledge and experience on pedagogical methods, research methods and innovative solutions between university staff and staff of companies, institutions, technology or research centers invited from other European countries indicated as eligible.
- To enable students from our universities to benefit from the knowledge and experience of guest personnel from companies, institutions, technology centers or guest research centers from other European countries indicated as eligible.
- Establish synergies between university and company, institution, technology or research center that allow the development of research in specific topics or collaboration in joint projects.



## 2. COMMON PROVISIONS

Applications will be submitted by the staff of the Universities of the **CEI-MAR** mobility consortium, the person making the application will be responsible for hosting the participant and the fulfillment of the proposed work plan.

The invited staff must work in any public or private organization in a program country or third countries associated to the program (except Spain) that is active in the labor market or in the fields of education, training or youth.

The invitation to university teaching staff is not allowed in this call.

For example, personnel from the following organizations are eligible:

- A public or private company, small, medium or large (including social enterprises);
- A local, regional or national public body;
- A social partner or other representative of working life, including chambers of commerce, craft or professional associations and trade unions;
- An institute or research center;
- A foundation;
- A school, high school or educational institution (at any level, from preschool to upper secondary, including vocational education and adult education);
- A non-profit organization, association or NGO;
- An agency for academic counseling, career guidance and information services.



Eligible countries:

**European Union (EU) Member States:**

Belgium, Bulgaria, Czech Republic, Denmark, Germany, Estonia, Ireland, Greece, Spain, France, Croatia, Italy, Cyprus, Latvia, Lithuania, Luxembourg, Hungary, Malta, Netherlands, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Finland, Sweden.

**Third countries associated to the Program:**

North Macedonia, Serbia, Iceland, Liechtenstein, Norway, Turkey.

The visiting staff must give at least 2 hours of teaching in the frame of official studies at one of the universities. During the stay the visiting staff will carry out the other activities described in the work plan of the application.

**Mobility grants will be allocated within this call until the budget is finished. Grants will be allocated in strict order of applications submitted.**

Stays must have a minimum duration of 2 days and a maximum of 2 months, excluding travel days, **taking into account that the stay must end no later than May 31, 2023. This call will finance a maximum of 5 school days** without prejudice to the fact that the visit programmed by the personnel may have a longer duration (in no case will Sundays and holidays be considered as school days). The certificate of stay must state the real days of the activity.

**Stays may take place between 1st March and 31st May, 2023, the latter being the date by which all mobilities must be completed.** Each applicant may submit a maximum of two applications, duly prioritized.

### 3. REQUIREMENTS

- a) That the invited staff is an employee of a company/research institution located in one of the countries indicated as admissible that meets the requirements indicated in point 2.
- b) The applicant must be part of the staff of one of the universities of the **CEI-MAR** mobility consortium (hired or civil servant staff) both at the time of submitting the application and at the time of receiving the invited staff.



- c) To carry out the mobility within the period indicated in the call.
- d) Provide the documentation indicated in the call for applications.

#### 4. FINANCIAL CONDITIONS

Teaching mobility activities are funded by the Erasmus+ program.

##### 4.1. Medical insurance

During the stay, the beneficiary will be covered by an insurance for health care, accidents, civil liability and repatriation. This insurance will be processed and paid for by **CEI·MAR**.

The participant should be aware that on occasion the host institution may request additional insurance to be paid for by the participant.

##### 4.2. Amount of the grant

Invited staff who are awarded an Erasmus+ grant under this call will receive the following financial support:

- a) *Travel assistance*: Contribution to the travel expenses of the participants from the place of origin to the place where the activity takes place (round trip). The calculation of the distance will be made by means of the distance calculator of the European Commission and available through the web:

[http://ec.europa.eu/programmes/erasmus-plus/tools/distance\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm)



Based on the distance between the place of origin and the place of destination, the beneficiary will receive a unit amount of travel assistance according to the following table:

Travel distance	Amount per participant
Entre 10 y 99 km	20,00 €
Entre 100 y 499 km	180,00 €
Entre 500 y 1999 km	275,00 €
Entre 2000 y 2999 km	360,00 €
Entre 3000 y 3999 km	530,00 €
Entre 4000 y 7999 km	820,00 €
8000 km o más	1500,00 €

- b) *Accommodation and support:* the total amount will be calculated on the basis of the stay justified by the beneficiary considering the dates reflected in the Certificate of Stay. For the calculation of the total amount of the grant, the duration of the stay shall in no case exceed 5 days.

Country of destination	Personnel Eligible countries
	Amount per day in EUR
Denmark, Finland, Iceland, Ireland, Liechtenstein, Luxembourg, Norway, Sweden, United Kingdom, United Kingdom	120,00 €
Austria, Belgium, Cyprus, France, Germany, Greece, Italy, Malta, Netherlands, Portugal, Spain, France, Italy, Cyprus, Malta, Netherlands, Portugal	105,00 €
Bulgaria, Croatia, Czech Republic, Estonia, Hungary, Latvia, Lithuania, North Macedonia, Poland, Romania, Serbia, Slovakia, Slovenia, Slovakia, Turkey	90,00 €

Example: A guest from a company in Rome who stays from Monday to Friday at the University of Huelva (1716.45 Km) will receive 275€ in travel allowance and 525€ in room and board allowance.

#### 4.3. Form of payment

The payment of the total grant will be divided in two phases:

- 70% of the total grant at the beginning of the mobility.
- 30% of the total grant after the beneficiary submits the EU online questionnaire.

### 5. APPLICATIONS

The application form and additional information are available on the following web site <http://www.campusdelmar.com> and in the following link:

#### [Application Form](#)

To formalize their application, participants must fill out the online application form and attach the **following documentation**:

- CV of the invited personnel of the company or entity (maximum 4 pages).
- [Planned mobility agenda](#) (draft of the Mobility Program) that will have been designed jointly between the invited staff and the staff of the university of the CEI-MAR mobility consortium in which the work plan of the stay will be included.
- [Letter of acceptance/invitación](#) signed by the applicant (staff university of the CEI-MAR mobility consortium) and by the guest staff.

The award does not exempt to the university staff from notifying their university of the stay of invited personnel from a company or entity in accordance with the regulations of each university.



## 6. DEADLINE FOR APPLICATIONS SUBMISSION

The deadline for submitting applications will be open until the budget is finished or at the most **until May 15, 2023 at 23:59 h, considering that May 31, 2023 shall be the last day of any mobility.**

### 6.1. Applications list

Once the deadline for submitting applications has expired, the following will be published on the web site of **CEI-MAR**, <http://www.campusdelmar.com> the provisional list of admitted and excluded applications, as well as the reasons for such decision.

#### 6.1 Selection process

The selection criteria for participants will be as follows:

- Compliance with the requirements of the call for applications.
- Order of arrival of application.
- Content of the work plan of the stay, any activity complementary to the training that generates impact in more than one university of the consortium will be positively valued.
- Mobility that demonstrates your strategic interest related to one of the [areas of specialization](#) of **CEI-MAR**.
- University personnel who have participated in projects, calls and/or actions related to CEI-MAR, excluding Erasmus+ mobility grants.

In order to guarantee the participation of a greater number of personnel, only one second mobility request per person will be evaluated in the event that 100% of the Project budget.



## 7. OBLIGATIONS OF THE PARTICIPANTS

Participation in this call for applications implies acceptance of the terms and conditions and, consequently, of the specific conditions of participation in the program for which they have been selected.

Staff of the universities of the mobility consortium **CEI-MAR** shall comply with the following obligations:

1. Accept in writing the place by sending the document of acceptance of the aid to the following e-mail address [international.ceimar@campusdelmar.com](mailto:international.ceimar@campusdelmar.com) within 10 days of the award resolution.
2. Once the candidates have been selected and before the mobility begins, must formalize the work agenda in the document "mobility agreement" that will be provided by **CEI-MAR**, any changes to the document require written authorization.
3. To carry out the activities that are the object of the grant. Any change in the Mobility Program shall be requested ([international.ceimar@campusdelmar.com](mailto:international.ceimar@campusdelmar.com)) and will require written authorization well in advance.
4. Prior to the arrival of the invited staff, sign the grant agreement required by the SEPIE and submit the **Mobility agreement** which must be formally approved by **CEI-MAR** and the corresponding university.
5. At the end of the stay, send to the following e-mail address [international.ceimar@campusdelmar.com](mailto:international.ceimar@campusdelmar.com) the final certificate of the guest personnel's stay issued by the direct responsible of the applicant or by the applicant, in case he/she is the responsible. Said certificate shall specify the exact number of days of the stay. The amount of the grant will be paid according to the number of days of stay indicated in the certificate, considering that for this call 5 days will be financed.
6. That the invited personnel from companies, institutions, technology or research centers complete the EU questionnaire online at the end of the stay.
7. Communicate in writing to [international.ceimar@campusdelmar.com](mailto:international.ceimar@campusdelmar.com) any justified cause that could prevent the beneficiary from carrying out the agreed mobility.





Failure to comply with the terms of the call, as well as the concealment of data, its alteration or manipulation may be cause for rejection or cancellation of the aid and, where appropriate, reimbursement of the amounts unduly received or pending collection.

## 8. CEI-MAR OBLIGATIONS

**CEI-MAR** will take the administrative steps involved in the management of mobility, but is not responsible for the management of accommodation, nor for the final admission, which always depends on the host institution.

A contentious-administrative appeal may be filed against this call and its bases within two months. Likewise, this call for applications may be appealed, within a period of one month and before the same body that issued it, in accordance with the provisions of articles 123 and 124 of Law 39/2015, of October 1, of the Common Administrative Procedure of Public Administrations.

## 9. PROTECTION DATA

In accordance with the Organic Law 3/2018 of December 5, 2018, on the protection of personal data and guarantee of digital rights, and Regulation (EU) 2016/679 of the European Parliament and of the Council dated 27 April 2016, on the protection of natural persons with regard to the processing of personal data and the free movement of such data: The controller of the processing of personal data provided by the applicants, in the present grant procedure will be processed by:

Foundation **CEI-MAR**. Campus of International Excellence of the Sea, N.I.F: G-72227549, domicile in Cádiz Campus. Business Transfer Center El Olivillo. Av. Duque de Nájera, 14, 11002, Cádiz

**Telephone:** + 34 9569017. **Email:** [ceimar@campusdelmar.com](mailto:ceimar@campusdelmar.com)

The data of the candidates will be used only for the purposes inherent to the present procedure for the awarding of grants.

The data will be kept at least as long as the decision of the present procedure is not final, due to the expiration of the time limits for contesting it without any interested party having lodged an appeal against it.



## 10. PROMOTION OF GENDER EQUALITY

Pursuant to Law 3/2007, of March 22, 2007, for the effective equality of women and men, as well as Law 12/2007, of November 26, 2007, for the promotion of gender equality in Andalusia, all references in this Resolution that refer to students and whose gender is male are referring to the unmarked grammatical gender, including, therefore, the possibility of referring to both women and men.

## 11. ACCEPTANCE OF THE TERMS AND CONDITIONS

The submission of the application implies acceptance of the terms and conditions of this call for applications.

In Cadiz at the date of digital signature

Darío Bernal Casasola

**CEI·MAR** General Coordinator

