

EEA Grants Incoming Mobilities for Teaching and Training at West University of Timișoara

DETAILS FOR TEACHING AND ADMINISTRATIVE STAFF

General Information

This action allows the following types of staff mobility:

- teaching missions of a duration of 5 days (excluding travel time) for teaching staff from a DS university in a Romanian university (minimum 8 teaching hours per week are compulsory).
- training mobility with the aim to participate in seminars, workshops, training courses, study visits, job shadowing, for teaching and non-teaching academic staff from a DS university in a Romanian institution. The duration is of 5 days (excluding travel time).

The sending and hosting institutions shall first agree on a Work Programme to be achieved by the staff undertaking the mobility (teaching or training).

The Work Programme will contain at least the following: objectives of the mobility, added value of the mobility, agenda and content description of the teaching/training programme and the expected outcomes and impact.

When it is about a member of the teaching staff undertaking a teaching mission, the mission should be initiated under the framework of an inter-institutional agreement existing between the sending and host institutions.

At the end of the period spent abroad, the hosting institution shall provide to the staff and to the sending institution a Certificate of attendance; this document shall mention the name of the staff member, the purpose of activity undertaken and the confirmation of the start and end date of the activity.

Staff mobility for teaching and training

Teaching and training staff coming from DS universities can teach a number of classes or train at West University of Timișoara, in the frame of **“Education, Scholarships, Apprenticeships and Youth Entrepreneurship”, 2014-2012, programme** under the existing inter-institutional agreements. Please check with the International Office at your university the availability of such an agreement.

All academic details (such as: which class to teach, when to come, teaching language, level of students - enrolled in the first, second or third level, etc.) of your stay should be discussed with



the Academic Coordinator from the faculty you are interested in teaching at, or your contacts at the potential host university.

All administrative details of your stay should be discussed with the Officer in charge, Mihaela-Elisabeta PROTEASA-POPUTA (mihaela.poputa@e-uvv.ro). Please feel free to contact her for any inquiries you might have.

At the end of your stay in Timisoara, you will be issued a certificate stating your teaching period and the name of the class you taught.

The participants will receive a financial help which will cover subsistence and transport expenses.

The EEA grant is:

Individual support (subsistence) for mobilities from Donor States to RO	150 € / day (unit cost) 750 € /week (unit cost) 1250 € /2 week (unit cost)
Subsistence for additional 2 travel days (one before and one after the activity period) could be allocated (if needed)	

The values of the EEA grant for transport will differ based on the distance between the home university and the host university, as follows:

Travel distance	Amount
10 to 99 KM:	20 EUR per participant
100 to 499 KM:	180 EUR per participant
500 to 1999 KM:	275 EUR per participant
2000 to 2999 KM:	360 EUR per participant
3000 to 3999 KM:	530 EUR per participant
4000 to 7999 KM:	820 EUR per participant

Nota bene: "Travel distance" represents the distance between the home university and the host university, while "Amount" covers the contribution for transport round-trip.

The Travel distance (from home university to host university and return) represents a fixed amount and is calculated as a straight line according to

https://ec.europa.eu/programmes/erasmus-plus/resources/distance-calculator_en

The payment of the EEA grant is done directly to the participant via bank transfer (euro account) as follows:

- first installment (80% of the total grant) before the mobility;
- second installment (20% of the total grant) upon completion of the mobility following the submission of these documents (attendance certificate, final report of the mobility and declaration of avoidance of double funding).

We are looking forward to welcome you in Timisoara!

USEFUL DOCUMENTS:

