



2024 Call for Applications KA131 and KA171 Erasmus+ Higher Education Staff Mobility

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Who can apply?

The call is open to all staff holding a contract of employment with Mary Immaculate College. This includes academic and professional services staff, both full-time and part-time. You will have to be in MIC employment at the time of undertaking the mobility visit abroad.

What activities can I undertake?

Staff may apply to carry out any of the activities described below with a minimum duration of 2 days for KA131 exchanges and 5 days for KA171 exchanges (excluding travel days). While in theory the Erasmus+ Programme allows for longer durations of up to 2 months, in practice the longest funded duration we were awarded in the past was 12 days.

Eligible activities:

- A **teaching period abroad** at a partner higher education institution. The teaching period abroad enables any teaching staff at a higher education institution to teach at a partner higher education institution abroad. Staff mobility for teaching can be in any study field and must include at least 8 hours of teaching for every 5-day or shorter period. We recommend this option if you have an existing partnership where you were invited to deliver at least the min. number of hours specified above, otherwise a training mobility option described below may be more suitable.
- A **training period abroad** at a partner higher education institution, enterprise or any other relevant workplace. The training period abroad enables any staff at a HEI to take part in a training activity abroad that is relevant to their day-to-day work at their HEI. It may take form of training events (excluding conferences) or job shadowing and observation periods. Training mobility can also include a smaller number of teaching hours.

A staff mobility period abroad can combine teaching and training activities. In addition, any teaching or training period abroad may be carried out as a blended mobility (i.e. combine a period of virtual exchange of any duration with a physical mobility of min. 2 / 5 days).

To ensure high-quality mobility activities with maximum impact, the mobility activity has to be related to the staff's professional development and to address their learning and personal development needs. Participation in the Erasmus+ staff mobility will have to be approved by your line manager and we encourage you to discuss that with them in advance of the application.



- *Think of an area of your work that you are passionate about or would like to develop more expertise in.*
- *Review the goals of your department/office and your personal professional development goals. Discuss them with your line manager to see how an international exchange could contribute to achieving those goals.*
- *What areas of your work align with the Erasmus+ Programme overarching objectives and staff mobility objectives?*
- *How could your international exchange contribute to the delivery of MIC Strategic Plan, particularly MIC Internationalisation efforts described under Pillar 5 Global Outlook?*

Funding

Through the Erasmus+ KA131 and KA171, staff are supported with set grant amounts towards the cost of travel and subsistence (individual support):

- Travel grant: set amount between €180 and €1,500 dependent on the distance travelled (for example min. travel grant of €180 is paid for the closest locations in UK, max. travel grant is paid for travel to locations like Australia. Most EU locations qualify for a travel grant of €275).
- Daily individual support grant ranging from €140/day to €180/day for KA131 destinations and €180/day for all KA171 destinations.
- The above grant rates are set and not dependent on actual costs.
- Staff receive 70% of the full grant before the travel and 30% after completion of the visit.
- Travel and individual support are the only grant funding available under the Higher Education Staff Mobility strand of KA131 and KA171, there is no funding available towards other project costs or training course fees (fees may be covered from HR training budget if approved by your line manager and HR).
- To avoid double-funding, the teaching/training activities cannot be funded from other EU funding sources.

Objectives of the Erasmus+ Higher Education Staff Mobility

The **overall priorities of Erasmus+ Programme 2021-2027** are:

- Inclusion and Diversity
- Digital Transformation
- Environment and Fight Against Climate Change
- Participation in Democratic Life, Common Values and Civic Engagement

You can find more information on those priorities in the *Erasmus+ Programme Guide* linked in the [Other resources](#) section of this booklet.

The **goal of Erasmus+ Higher Education Staff Mobility** is to facilitate international training and teaching exchanges aimed to contribute to:

- Your professional development
- Development of international collaborations in the areas of teaching, research and higher education administration

The Erasmus+ Programme Guide defines **the objectives of staff mobility** as participation in activities abroad that help to:

- Connect with peers abroad to develop common activities to achieve the Programme's objectives, exchange expertise and good practices, and enhance cooperation between higher education institutions;
- Experience new educational environments and contexts to improve competencies linked to staff's professional profile, and to acquire new innovative administrative, pedagogical and curriculum design skills as well as digital skills;
- Broaden the understanding of practices, policies and systems in education across countries;
- Increase capacity to trigger changes in terms of modernisation and international opening within educational organisations;

- Deliver better learning experiences, services and activities in favour of students;
- Develop a greater understanding and responsiveness to all kinds of diversity, e.g. social, ethnic, linguistic, gender and cultural diversity as well as diverse abilities, and increase the ability to address the needs of people with fewer opportunities;
- Be able to better prepare students for the world of work and gain a greater understanding of interconnections between formal and non-formal education, vocational training and the labour market respectively;
- Support and promote mobility activities for learners;
- Increase opportunities for professional and career development;
- Improve foreign language and digital competences;
- Increase motivation and satisfaction in the daily work.



- *Refer back to the objectives when developing your mobility idea and preparing the application.*
- *Your proposal doesn't have to meet all of the objectives. Choose a small number of those that best relate to your work and make a strong case for them.*

How to apply?

Applying is easy! Fill in an online application form and submit it by **Monday, 5th February 2024**.

- KA131 information and application form: <https://forms.office.com/e/jS5GJDWV37>
- KA171 information and application form: <https://forms.office.com/e/xPk2Duu8SR>

All submitted applications that meet the criteria of Erasmus+ Programme will be included in the institutional application that MIC International Office will submit to Irish Erasmus+ National Agency (HEA) by 20th February 2024.



- *Be as concise as possible in your mobility project proposals and adhere to the word count limits specified in the application form. Your applications will need to be collated into one institutional application with very tight word count limits and we will not be able to include all of your proposal if it is too long.*
- *If you wish to apply for exchanges to multiple partner institutions, please submit separate application for each institution.*
- *If a number of you would like to travel together to the same institution, you can submit your proposal on one application form.*
- *We will deliver a general information session on 15th January 2024 and one-to-one sessions (in-person or online) on 22nd January and 30th January if you would like to review a draft of your application with us before submission. We will circulate times and more details on the information sessions in due course.*

Should I apply for KA131 or KA171?

This depends on the country in which you wish to undertake your training / teaching exchange. Please check the lists below for eligible countries.

Countries Eligible for Erasmus+ KA131 Mobility Funding

Member States of the European Union (EU)

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

Third countries associated to the Programme

North Macedonia
Serbia
Iceland
Liechtenstein
Norway
Turkey

Region 13

Andorra
Monaco
San Marino
Vatican City State

Region 14

Faroe Islands
Switzerland
United Kingdom

Countries Eligible for Erasmus+ KA171 Mobility Funding

Region 1: Western Balkans

Albania, Bosnia and Herzegovina, Kosovo²⁶, Montenegro

Region 2: Neighbourhood East

Armenia, Azerbaijan, Belarus¹, Georgia, Moldova, Territory of Ukraine as recognised by international law

Region 3: South-Mediterranean countries

Algeria, Egypt, Israel²⁸, Jordan, Lebanon, Libya, Morocco, Palestine²⁹, Syria³⁰, Tunisia

Region 4: Russian Federation²

Territory of Russia as recognised by international law

¹ In line with the Council Conclusions of 12 October 2020 and in light of Belarus's involvement in the Russian military aggression against Ukraine, recognised in the European Council Conclusions of February 2022, the EU has stopped engaging with representatives of Belarus public bodies and state-owned enterprises. Should there be a change of the context this may be reconsidered. In the meantime, the EU continues to engage with and, where possible, has stepped up support to non-state, local and regional actors, including within the framework of this programme as appropriate.

² Currently excluded from the Programme due the Russian military aggression against Ukraine.

*Region 5: Asia*³

a) Bangladesh, Bhutan, Cambodia, China, DPR Korea, India, Indonesia, Laos, Malaysia, Maldives, Mongolia, Myanmar, Nepal, Pakistan, Philippines, Sri Lanka, Thailand and Vietnam

b) High income countries and territories⁴: Brunei, Hong Kong, Japan, Republic of Korea, Macao, Singapore and Taiwan

Region 6: Central Asia

Afghanistan, Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan, Uzbekistan

Region 7: Middle East

a) Iran, Iraq, Yemen

b) High income countries: Bahrain, Kuwait, Oman, Qatar, Saudi Arabia, United Arab Emirates

Region 8: Pacific

a) Cook Islands, Fiji, Kiribati, Marshall Islands, Micronesia, Nauru, Niue, Palau, Papua New Guinea, Samoa, Solomon Islands, Timor-Leste, Tonga, Tuvalu, Vanuatu⁵

b) High income countries: Australia, New Zealand

*Region 9: Sub-Saharan Africa*⁶

Angola, Benin, Botswana, Burkina Faso, Burundi, Cameroon, Cabo Verde, Central African Republic, Chad, Comoros, Congo, Congo - Democratic Republic of the, Côte d'Ivoire, Djibouti, Equatorial Guinea, Eritrea, Eswatini, Ethiopia, Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, Kenya, Lesotho, Liberia, Madagascar, Malawi, Mali, Mauritania, Mauritius, Mozambique, Namibia, Niger, Nigeria, Rwanda, Sao Tome and Principe, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, South Sudan, Sudan, Tanzania, Togo, Uganda, Zambia, Zimbabwe

Region 10: Latin America

Argentina, Bolivia, Brazil, Chile, Colombia, Costa Rica, Ecuador, El Salvador, Guatemala, Honduras, Mexico, Nicaragua, Panama, Paraguay, Peru, Uruguay and Venezuela

*Region 11: Caribbean*⁷

Antigua & Barbuda, Bahamas, Barbados, Belize, Cuba, Dominica, Dominican Republic, Grenada, Guyana, Haiti, Jamaica, St Kitts and Nevis, St Lucia, St Vincent & Grenadines, Suriname and Trinidad & Tobago

Region 12: US and Canada

United States of America, Canada

³ The least developed countries amongst these countries can be found at: <https://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC-List-of-ODA-Recipients-for-reporting-2024-25-flows.pdf>

⁴ This includes countries and territories according to OECD's High Income country list.

⁵ As above.

⁶ The following are migration key third countries not associated to the Programme: Burkina-Faso, Burundi, Ethiopia, Gambia, Ivory Coast, Guinea, Mali, Mauritania, Niger, Nigeria, Senegal, South Africa, South Sudan, Sudan

⁷ The least developed countries amongst these countries can be found at: <https://www.oecd.org/dac/financing-sustainable-development/development-finance-standards/DAC-List-of-ODA-Recipients-for-reporting-2024-25-flows.pdf>

What is the Erasmus+ KA131 and KA171 budget?

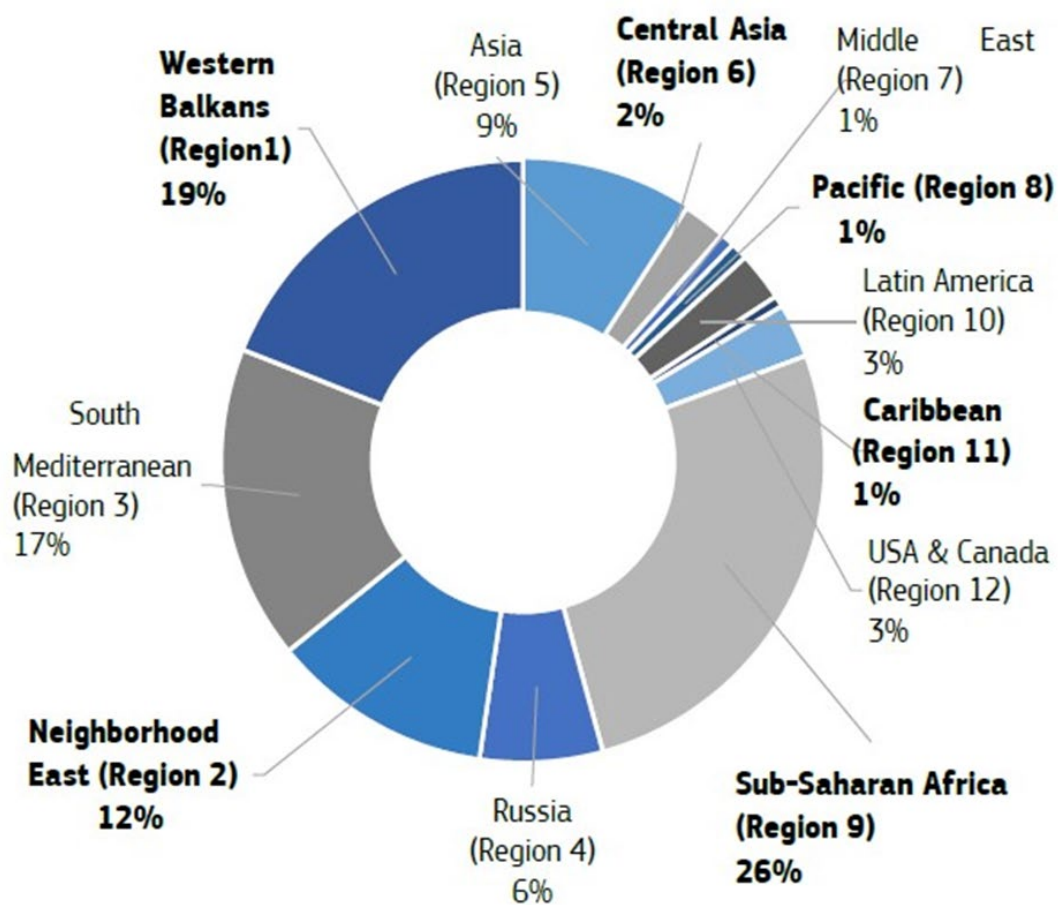
In 2023, the total KA131 grant allocation to Ireland from the European Commission for Erasmus+ KA131 was €15,299,303 and an additional €3,500,000.00 in national funding.

In 2023, the total KA171 grant allocation to Ireland from the European Commission was €2,721,000.56.

The distribution of the KA171 budget among the KA171 funded Regions has been set by the European Commission and is outlined on the chart below. That means that the Irish National Agency can only fund projects in each Region up to that specific percentage of the Irish budget.

Regions such as Region 12 (USA and Canada) and high-income countries of other Regions (for example Australia in Region 8) usually receive a very high number of applications, which means that only the highest scoring applications receive funding.

Regions 1, 2 and 9 usually attract less applications.



How do I find a partner institution abroad?

Some of you may already have contacts with peers at universities abroad and you are welcome to apply for a collaboration with them.

If you don't already have a contact abroad, here are some tips on how you can try to identify a partner institution or country that would work best to support your training / teaching objectives:



- *Once you pick an area of work that you would like to focus your training / teaching exchange on, do a bit of research to see what institutions in other countries deliver training or lead projects focused on this topic.*
- *Maybe you've heard of a good practice or an ambitious project delivered at another HEI abroad?*
- *Is there another country that has a national policy or strategy that is of particular relevance to your work? HEIs in this country could share their experience on how it is being delivered.*
- *Once you define your training / teaching objectives, International Office can help identify a university that may be best suited to host you.*
- *Explore our existing EU Erasmus+ partner universities [here](#)*
- *Non-EU Erasmus+ partnerships are project specific, which means we don't have long-term Erasmus+ exchange agreements and these are signed depending on staff interests and training needs. Examples of some of the KA171 countries where MIC staff travelled in recent years include Algeria, Brazil, Montenegro, Tanzania, Uzbekistan, Georgia, USA, Australia and many more.*

When will the results be announced?

The Irish National Agency (HEA) usually communicates the results of the application in late summer/early autumn and we expect to hear back in August 2024. We will notify you of the outcome of your application as soon as we know what funding was awarded.

When will I receive the funding if my application is successful?

The funding will be available to use from September 2024, usually for at least 24 months. There is a number of documents that need to be completed before we can pay out the funding to staff:

- In cases where there is no existing Erasmus+ Interinstitutional Agreement between MIC and the partner institution, they first need to sign the agreement with us.
- Once the visit dates and activities are agreed with the partner institution and an Erasmus+ Grant Agreement is signed between the staff member and MIC, 70% of funding is paid out to the staff member.
- 30% of the grant is paid out on completion of the visit and submission of the certificate of attendance issued by the partner institution, and an evaluation survey.

Other resources

Erasmus+ Programme Guide contains detailed information on the objectives of the Programme and eligible activities. It can be accessed here: https://erasmus-plus.ec.europa.eu/sites/default/files/2023-11/2024-Erasmus%2BProgramme-Guide_EN.pdf

The sections most relevant to Higher Education Staff Mobility are:

- **Erasmus+ Programme 2021-2027 Priorities**, pages 7 - 10
- **Objectives of Erasmus+ Higher Education Staff Mobility**, page 44
- **Eligibility Criteria for Staff Mobility**, pages 59 -61

The [Irish Erasmus+ National Agency \(HEA\) website](#) contains more information on the 2024 Erasmus+ call for applications.

Need more information?

We will deliver a general information session online on the 15th January 2024 and we will be available for one-to-one sessions (in-person or online) on 22nd January and 30th January if you would like to review a draft of your application with us before submission. We will circulate times and more details on the information sessions in due course.

If you have any questions, feel free to contact marta.slawinska@mic.ul.ie and cepta.kennedy@mic.ul.ie at the International Office.