

**CALL FOR ERASMUS+ KA107 (2017)
STAFF MOBILITY FOR TEACHING AND TRAINING IN THE ACADEMIC YEAR 2018/2019
AT SCHOOL OF ADVANCED SOCIAL STUDIES IN NOVA GORICA (SASS), SLOVENIA**

1. Background

The Erasmus+ Programme of the European Commission promotes the mobility of students and lecturers. The action KA107 of this programme provides funding for exchange mobility with partner countries.

The School of Advanced Social studies in Nova Gorica (SASS) have been awarded with funds under the action KA107 for staff mobility for training and teaching from the partner institution **Lebanese American University, Beirut**.

2. The call

The present Call is based on the funding awarded to SASS for mobility projects with EU-partner countries under Key Action 107 of the Erasmus+ Programme. Mobilities will be implemented during the academic year 2018/2019, but no later than June 30th 2019.

School of Advanced Social Studies was granted with 2 incoming mobilities from Lebanese American University to SASS under Erasmus+ programme:

1 incoming staff mobility for TEACHING in the field of social sciences

1 incoming staff mobility for TRAINING in the field of social sciences

3. Mobility period, duration and obligations

All mobilities have to be completed by 30 June 2019.

Mobility duration: max. 12 days (2 extra days for travel).

4. Erasmus+ mobility grant

Costs related to the mobility will be reimbursed to the mobility participant. Only incurred costs, which can be proved with bills, can be reimbursed up to the following amounts:

1 – Subsistence expenses include accommodation, local transport and per diem in line with Slovene legislation. The programme covers a maximum of 100 EUR/day for max 12 days of mobility and 2 travel days (together 14 days). SASS covers accommodation costs directly; other costs are reimbursable based on the real costs (visa, insurance).

2 – Travel costs: the amount for travel costs is 360, 00 EUR. FUDŠ covers costs of travel directly or reimbursement based on bills and boarding passes.

5 Reimbursement process:

SASS organises and pays directly travel expenses and accommodation. Other costs are reimbursed based on real costs up to the above mentioned limit (daily allowances, local transport, visa and insurance costs, etc.).

The reimbursement can be done only directly to the mobility participant. The grant does not allow reimbursement to the home institution. Before of the start of the mobility the selected participant will have to send the bank details (bank account, routing number, bank branch address).

6 Application and selection process

The call is open until there are available places. Deadline for nomination of staff for mobility is November 30th 2018.

Applicants should submit the application form to the international office at LAU . The international office is appointed to carry on the selection process in a transparent way and send the nominations with the data of the selected participants for staff mobilities.

The home institution (LAU – its International relations office or other competent department/person) has to provide the nominations to SASS with the following details:

- Name and surname of the candidate
- Position of the candidate
- Contact details
- Purpose of mobility (training or teaching)
- Application form.

7. Mobility documentation:

- Mobility Agreement - Staff mobility for teaching OR Mobility Agreement - Staff mobility for training – to be completed and signed before the mobility starts (attached to this call)
- Grant Agreement - to be completed before the mobility starts (attached to this call)
- Confirmation of mobility period – to be issued at the end of the mobility.

8. Information

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