



## EUROPEAN PLACEMENT OPPORTUNITIES-EPO CONSORTIUM

ERASMUS+ KA103 PROJECT 2018 PERIOD

ERASMUS+ TEACHING STAFF MOBILITY

APPLICATION GUIDELINE

CALL FOR APPLICATION

**November 01, 2019**

DEADLINE FOR APPLICATION

**December 09, 2019**



### **What is European Placement Opportunities-(EPO) Consortium?**

European Placement Opportunities-(EPO) Erasmus Consortium is a project coordinated by Manisa Celal Bayar University consisting of partners as İzmir University of Economics, Afyon Kocatepe University, Kütahya Dumlupınar University and Uşak University.

Other associate partners supporting the consortium are İzmir Chamber of Commerce, Uşak Chamber of Commerce and Industry, Manisa Organized Industrial Zone, Manisa Technopolis, Yunus Emre Institute and Twin Ar-ge Engineering.

In the framework of this consortium, Erasmus+ Traineeship Mobility, Erasmus+ Teaching Staff Mobility, and Erasmus+ Staff Training Mobility can be performed. The only difference for this type of consortium is the amount of budget that will be used for mobility activities.

### **Duration of Mobility**

ERASMUS+ Teaching Staff Mobility should be planned for 2 days at least and 2 months at most, excluding travel dates. In either case, the duration for teaching staff mobility should comprise 8 hours of teaching for a week (or less) at the partner university.

IUE will support maximum 5 days of mobility. **No grant payment** will be made for mobilities performed in less than 2 days.

When planning your mobility activity, please keep in mind that it should be completed by **no later than May 31, 2020.**

### **Budget for the Mobility**

Additional grant given by Turkish National Agency for ERASMUS+ Teaching Staff Mobility for 2018 Erasmus+ project period is **7.310 €**.

### **Partners of Mobility**

The list of the ERASMUS+ partner universities is published on <http://oia.ieu.edu.tr/en/erasmus-anlasmalari-ve-kontenjanlar> . Our academics can apply to the partner universities for ERASMUS+ Teaching Staff Mobility simply by using the contact addresses mentioned on the list.

### **Eligible Participants**

- Full time/part time academic staff employed at IUE.
- Permanent payroll is not necessary, contractual academic staff may also apply. However, priority will be given to full time staff.

### **Documents required for application**

- **Signed** invitation letter provided by the partner university confirming Erasmus+ teaching staff mobility of our academic staff. (E-mails that confirm the mobility of academic staff will not be accepted. Only signed and scanned invitation letters are accepted; no hard copy is needed)
- Erasmus+ Teaching Staff Mobility Application form ( can be obtained on <http://oia.ieu.edu.tr/en/formlar>)
- Applications will be directly submitted to Office of International Affairs.

### **Evaluation**

A commission assigned by the Rectorate does the evaluation based on transparency rules after all the applications are received. The national priorities, which are determined by the Turkish National Agency need to be taken into consideration during selection process. Erasmus+ teaching staff mobility applications will be evaluated according to the following scoring system which was approved by the Senate.

|  |     |
|--|-----|
| Academic staff working at Izmir University of Economics who applied with complete documents                      | +50 |
| Academic staff who benefitted from ERASMUS Teaching Staff Mobility before <b>once</b> in 3 years                 | -5  |
| Academic staff who benefitted from ERASMUS Teaching Staff Mobility before <b>twice</b> in 3 years                | -10 |
| Academic staff who benefitted from ERASMUS Teaching Staff Mobility before <b>three and more times</b> in 3 years | -20 |
| Academic staff who has not benefitted from ERASMUS Teaching Staff Mobility before                                | +10 |
| Academic staff who is the departmental Erasmus Coordinator at the same time                                      | +10 |
| Academic staff who teaches at a department that did not have mobility before                                     | +10 |

Academic staff who work in the Vocational School is required to submit a YÖK-DİL score if s/he would like to apply for Erasmus Teaching Mobility.

In the event of equal scores, academic staff who has been working at IUE longer will be given priority.

#### **Erasmus+ Grant Quotas**

Due to limited source of grant, quota has not been reserved based on schools/faculties /graduate school. Applications will be accepted from all of the academic programs and will be evaluated based on university-wide Erasmus score.

Grant priority will be given to staff who are working in the programs with less number of mobilities compared to other faculties/schools/graduate school.

#### **Daily grants that will be paid to participants (in Euros)**

The grant that will be paid to the participants of Erasmus+ Teaching Staff Mobility will be calculated according the country groups (displayed on the table below) determined by the European Commission and Turkish National Agency for 2018 Erasmus+ project period.

| Groups of Countries | Host Countries   | Daily Grants (Euro) |
|---------------------|--|---------------------|
| <b>First Group</b>  | United Kingdom, Denmark, Finland, Ireland, Sweden, Iceland, Lichtenstein, Luxemburg, Norway                            | 153                 |
| <b>Second Group</b> | Germany, Austria, Belgium, France, Cyprus, Netherlands, Spain, Italy, Malta, Portugal, Greece                          | 136                 |
| <b>Third Group</b>  | Bulgaria, Czech Republic, Estonia, Croatia, Latvia, Lithuania, Hungary, Macedonia, Poland, Romania, Slovakia, Slovenia | 119                 |

### Travel grant that will be paid to participants (in Euros)

A “travel grant” is paid as a contribution to the travel costs of participants, from their place of origin to the venue of the activity and return. This amount of grant can change according to the distance of travel. Travel distance must be calculated according to the “ Distance Calculator” designed by European Commission.

“Distance Calculator” can be accessed on [http://ec.europa.eu/programmes/erasmus-plus/tools/distance\\_en.htm](http://ec.europa.eu/programmes/erasmus-plus/tools/distance_en.htm)

### Grants to be paid according to the distance calculated by “Distance Calculator”

| Distance to be travelled | Travel Grant (€) |
|--------------------------|------------------|
| Between 10 and 99 KM     | 20 €             |
| Between 100 and 499 KM   | 180 €            |
| Between 500 and 1999 KM  | 275 €            |
| Between 2000 and 2999 KM | 360 €            |
| Between 3000 and 3999 KM | 530 €            |
| Between 4000 and 7999 KM | 820 €            |
| 8000 KM or more          | 1500 €           |

#### Example:

In order to calculate the travel grant for an IUE academic staff who will participate in Erasmus+ Teaching Staff Mobility in Wien, Austria, the first step that needs to be followed is to visit the “Distance Calculator” web site and choose the place to be traveled. After entering the relevant data to the system, it will be seen that distance calculated between Wien and İzmir is 1391.92 km. As this distance is classified in the third group, the travel grant that will be paid to our academic is 275 €.

**The amount that will be paid for plane tickets will not be taken into consideration while calculating travel grant.**

#### Explanations

Daily grants that will be paid to the academic staff include accommodation, dining, communication, local travel expenses, and insurance. There will not be separate payment for these expenses.

In Erasmus+ Teaching Staff Mobility, lecturing should be **at least for 8 hours**. If lecturing hours are less than 8 hours, then the Erasmus grant cannot be awarded.

**70 %** of the Erasmus grant is paid before the mobility and the remaining 30% is awarded upon returning and after the procedures are completed.

20% will be deducted from total grant of the academic staff who does not submit the necessary documents after the mobility is completed.

The exponential increase in the demand for Erasmus may lead to cuts in the amount of the grant distributed by the National Agency and there is a possibility that institutions will not be able to receive grants in the amount demanded each year. The selection commission may decrease the number of work days due to

limited budget for grants after the Office of International Affairs completes the necessary calculations upon receiving the applications.

Academic staff who cannot receive any grant due to grant limitation may benefit from Erasmus+ Teaching Staff Mobility without grant.

It is possible for a citizen of a participating country, who is temporarily residing in Turkey to go to his native country within the mobility, however, this staff will be given low scoring at evaluation process.

Neither the University nor the Turkish National Agency can be held responsible for the discrepancies between the status of the candidate as a result of the application and the finalized evaluation results.

### **Objection to Election Results**

Academics, who want to object to application and election results, need to submit a written petition to the Office of International Affairs within 3 business days following the announcement of evaluation results.

## **CONTACT**

### **IUE OFFICE OF INTERNATIONAL AFFAIRS**

[uia@ieu.edu.tr](mailto:uia@ieu.edu.tr)

**0232 488 81 87**