

Programme	LIFELONG LEARNING
Subprogramme	ERASMUS
Action Category	MOBILITY
Action	ERASMUS Staff Mobility - Training for HEI Staff at Enterprises and at HEI
Objectives and description of the action	<p>This action enables teaching and other staff of higher education institutions to spend a period of training between 5 working days and 6 weeks in an enterprise or organisation such as an HEI in another participating country.</p> <p>The objectives of this staff mobility for training are:</p> <ul style="list-style-type: none"> To allow the staff of higher education institutions to acquire knowledge or specific know-how from experiences and good practices abroad as well as practical skills relevant for their current job and their professional development; To help building up cooperation between higher education institutions and enterprises; To motivate students and staff to become mobile and to assist them in preparing a mobility period. <p>The stay in the partner enterprise, organisation or institution can be called a variety of names: short secondment period, job-shadowing scheme, study visit, workshop, conference etc.</p> <p>Staff members are selected by the sending higher education institution. Staff members shall submit to their institution a work plan agreed by the receiving enterprise/institution. The plan must consist of at least: overall aim and objectives, expected results from the training or learning activities to be carried out and an agenda of the mobility period.</p> <p>Staff members with special needs may apply for a specific grant after they had been selected for a mobility period.</p>
Who can benefit	Staff from higher education institutions.
Who can apply	Higher education institutions holding an Erasmus University Charter.
PRIORITIES	The priorities for this Action can be found in the Lifelong Learning 2008-2010 General Call for Proposals.
HOW TO APPLY	Decentralised, application to be sent to the relevant National Agency for the applicant
Please consult the relevant Agency website for further information.	
Selection Procedure:	NA1
Application Form Code:	MOB HEI
<i>Please make sure you use the application form showing this code in the header.</i>	
Application Deadline(s):	12 March 2010
Duration	
Minimum Duration:	5 working days
Maximum Duration:	6 weeks
Comment on Duration:	<ul style="list-style-type: none"> Shorter stays than 5 working days are allowed in the case when the absence of staff for this minimum period is difficult or in the case of attendance of conferences, seminars and workshops. Language training and attendance of conferences, seminars and workshops should not represent the majority of the total Erasmus-funded training days per sending institution and academic year (per single grant agreement).
FINANCIAL PROVISIONS	
Please consult Part I of this Guide, Chapter 4 Financial Provisions for more information.	
Applicable Grant Table(s):	Table 1a
Maximum Grant €:	
Comment on Funding:	
EVALUATION AND SELECTION PROCEDURES	
Please consult Part I of this Guide, chapter WHAT IS THE LIFECYCLE OF A PROJECT for further information about the evaluation and selection procedures	
Eligibility Criteria	
General eligibility rules:	
The general eligibility criteria for applications in the LLP Programme are outlined in Part I of this Guide, Chapter 3. Participating countries: please refer to Part I of this Guide, section "Which countries participate in the Programme?"	
Specific eligibility rules:	<p>Applications must be submitted by bodies which are legal entities.</p> <ul style="list-style-type: none"> Staff must be employed by a higher education institution holding an EUC. The staff member must be either: <ul style="list-style-type: none"> * a national of a country participating in the Lifelong Learning Programme; * a national of other countries employed in a participating country, under the conditions fixed by each of the participating countries, taking into account the nature of the programme (please refer to relevant National Agency website). Whenever the host organisation is an HEI, it must also hold an EUC. At least the sending or the host country must be an EU Member State.

Minimum number of Countries:	Not applicable	
Minimum number of Partners:	Not applicable	
Comment on participants:		
Award criteria	No award criteria are set at European level.	
CONTRACTING PROCEDURES		
Probable sending date of pre-information on the results of the selection process		See NA website
Probable sending date of agreement to the beneficiaries		See NA website
Probable starting date of the action		June