

ERASMUS+ PROGRAMME KEY ACTION 1 (KA1) - HIGHER EDUCATION STAFF MOBILITY

Call for applications for the award of grants for teaching
and training mobility with institutions in Partner Countries
- KA171

Academic Years 2025/2026, 2026/2027 and 2027/2028
Mobility period from 01 June 2026 to 31 October 2027

1st call for mobility from 01 June 2026 to 28 February 2027

Deadline for submission of applications:

Tuesday 31 March 2026, 1:00pm

2nd call for mobility from 01 March 2027 to 31 October 2027

Deadline for submission of applications:

Thursday 29 October 2026, 1:00pm

For legal purposes refer only to the Italian version of the Call. This translated version is intended only for a better comprehension.



Erasmus+



Art. 1 Introduction

Erasmus+ 2021-27 is the EU programme for education, training, youth and sport. The general objective of the programme is to support, through lifelong learning, the educational, professional and personal development of people, thereby contributing to sustainable growth, social cohesion, driving innovation and digitisation, and to strengthening European identity and active citizenship.

Art. 2 Objectives of the call for applications

This call for applications regulates **Erasmus+ Mobility** activities for the **purposes of teaching and training** with Partner Countries in relation to mobility exchanges already selected and funded by the European Commission.

The EU contribution for a given flow finances the types of staff mobility specified in the inter-institutional agreement signed between universities for: carrying out a period of teaching/training at the partner country institution and/or inviting staff from the foreign institution to Padua for teaching/training.

The complete list of available locations related to the KA171 contract for the 2025 (according to this Call the deadline for the mobility activities is the 31/10/2027) can be found at the following web pages <https://www.unipd.it/en/erasmus-sta-ka171-out> and <https://www.unipd.it/en/erasmus-sta-ka171-in>.

The list of grants for previous Erasmus contracts (Calls 2023 and 2024) can also be found on the same pages; starting with the second call in October 2026, it will be possible to consult the new list of grants for the 2026 contract (the deadline for mobility for the purposes of this Call will still be October 31, 2027).

For each flow it will be possible to apply according to the procedures outlined in this Call (see the final part of Article 8).

Further details, explanations and practicalities on the call for applications are available in the Appendix, which is an integral part of this call.

Art. 3 Recipients

Outgoing Mobility (Unipd Staff Abroad)

This call for applications is open to University faculty, including contract professors, to teach at institutions in Partner Countries and/or Partner Countries (Outgoing Mobility).

Please note: Lecturers on sabbatical leave and retired lecturers may not participate in the call even if they are assigned a teaching position as contract teachers. Researchers hired with PNRR/PON funds can participate only if they do not have other European Funds intended for International Mobility, this is to avoid double funding.

Incoming Mobility – (staff from foreign universities to Unipd)

This Call is aimed at staff from universities in Partner Countries invited to Padua to hold teaching and/or training activities (incoming mobility).

Art. 4. Types of mobility and requirements

Funded mobility can be of the following types: a) Outgoing, i.e., mobility aimed at teaching/training staff in institutions in Partner Countries; b) Incoming, i.e., mobility to host staff from institutions in Partner Countries in Padua for teaching/training.

Duration of activity

The eligible duration under the Erasmus+ regulations ranges from 5 to 60 days (see Appendix, Article 4). However, under this Call, mobility may only be funded for the duration indicated in the published flow tables.

Teaching Mandatory (Minimum Teaching Hours – See Appendix, Article 4)

To ensure eligibility for Outgoing and Incoming mobility, the following minimum teaching hours are required:

- Standard Mobility: at least 8 hours of teaching for stays of up to 7 days
- Combined Mobility (Teaching + Training): at least 4 hours of teaching for stays of up to 7 days

Blended mobility

Blended mobility that mixed remotely and in person activities, (see Appendix, Article 5) is allowed. Only if conditions for safely completing the planned mobility are not met, an entire period of virtual mobility at "zero cost" will be considered eligible.

Art. 5 Duration of the mobility period

The mobility program must take place between June 1, 2026, and October 31, 2027.

Specifically:

- The first call will fund activities to be carried out between June 1, 2026, and February 28, 2027.
- The second call will fund activities to be carried out between March 1, 2027, and October 31, 2027.

Please note that all mobility programs approved through participation in this call for proposals may only be carried out following the prior signing of an inter-institutional agreement between the participating universities.

Art. 6 Financial contributions

With the 2025 financial agreement, the Italian Erasmus+ National Agency has granted the University of Padua a total contribution of EUR 51.592 euro for teacher and staff mobility for a period of 36 months and, therefore, for the academic years 2025/2026, 2026/2027 and 2027/2028 (see Appendix, art. 1).

The mobility contribution depends on the cost of living in the country of destination, on the distance between Padua and the Partner University, and on the duration of the mobility. Within the limits of the budget per country, as described in article 1 in the Appendix, the grant awarded to the participant is calculated adding the fixed amounts foreseen in the EU tables, such as contribution for travel and individual support (see Appendix, art. 2).

Art. 7 Payment of contributions

- Outgoing: The grant is awarded under a Mission regime. Costs are reimbursed based on actual and documented expenses incurred, up to the maximum amount calculated according to EU tables. Any excess is the responsibility of the individual teacher or of the Department which it belongs (see Appendix, Article 3).
- Incoming: The grant is paid as a scholarship (for foreign citizens) or a specific reimbursement on actual and documented expenses incurred (for Italian citizens residing abroad) – see Appendix, Article 3, final section.

Art. 8 Submission of applications

Applications will be accepted from the date of publication of the call until funds are exhausted and, in any case, no later than 31 October 2027.

In addition to the two regular calls listed below, the Office may consider opening additional time windows to allow the use of remaining funds, for which the provisions of this Call will apply. Mobility will be assigned based on the selection criteria provided until the funds are exhausted (see Article 9 for more information).

Applications (both Outgoing and Incoming) must be submitted via the ONLINE FORM only by the teacher in Padua within the peremptory deadlines indicated below

- Call 1: Deadline: Tuesday, March 31, 2026, 1:00 PM
- Call 2: Deadline: Thursday, October 29, 2026, 1:00 PM

Each candidate can submit only one application in each call (see Appendix art. 5) . For exchanges with more than one outgoing and/or incoming mobility flows, the National Agency recommends *not* having the same staff. Eventually alternative calls will be published on the site and via the mailing list of the Institution

Forms

Outgoing Mobilty

When applying Staff Mobility for Teaching in a Partner Country, the documents marked with letter D available on the University's website <https://www.unipd.it/en/erasmus-sta-ka171-out> must be attached, under condition of ineligibility:

1. **Mobility Agreement**” completed in all its parts, concerning to the teaching activity to be carried out abroad, duly signed and stamped by the host institution “receiving institution”, by the participant (The Teaching Staff Member) and by the Head of the relevant Department at Unipd for the “sending institution”; The signature of the department director on the Mobility Agreement acts as authorization; Please note: the data reported in the document, inclusive of the period, numbers of days and hours, is valid for the calculation of the contribution to be assigned and for verifying eligibility of the application (number of hours envisaged by the Programme Guide with respect to the Mobility period – art. 4 Appendix). The Commission will also refer to them to apply any reductions.
2. **Self-certification** regarding the teaching assignment for the academic year outlined in this call for applications, in the case of contract professors; if the contract professor is a self-employed professional with a VAT number, this must be reported in advance in the self-certification. The mobility period and the assignment must fall within the same academic year among those envisaged in this call for applications.

When applying for Training Activities in a Partner Country, the documents marked with letter E available on the University's website <https://www.unipd.it/en/erasmus-sta-ka171-out> must be attached, under condition of ineligibility:

1. **“Mobility Agreement**” completed in all its parts concerning the training activity to be carried out abroad, duly signed and stamped by the host institution “receiving institution”, by the participant staff of Unipd “the staff member” and by the Head of the relevant structure at Unipd for the “sending institution”;
2. **self-certification** regarding the teaching assignment for the academic year outlined in this call for applications, in the case of contract professors; if the contract professor is a self-employed professional with a VAT number, this must be reported in advance in the self-certification. The mobility period and the assignment must fall within the same academic year among those envisaged in this call for applications.

Incoming Mobility

When applying for hosting teaching staff from a Partner Country institution for teaching activities at the University of Padua, the documents marked with letter F available on the University's website <https://www.unipd.it/en/erasmus-sta-ka171-in> must be attached, under condition of ineligibility:

- 1 "Mobility Agreement" completed in all its parts concerning the teaching activity to be carried out in Padua, duly signed and stamped by the invited "teaching staff member", by the Institution in the Partner Country "sending institution" and by the Head of the relevant Department at Unipd for the "receiving institution";

When applying for hosting teaching staff for training activities at the University of Padua, the documents marked with letter G available on the University's website <https://www.unipd.it/en/erasmus-sta-ka171-in> must be attached, under condition of ineligibility:

- 1 "Mobility Agreement" completed in all its parts concerning the training activity to be carried out in Padua, duly signed and stamped by the invited "staff member", by the Institution in the Partner Country "sending institution" and by the Head of the relevant structure at Unipd for the "receiving institution";

The submission of incomplete documentation (for example, if the Mobility Agreement has not been stamped and/or signed by the host University or by the foreign University and/or if it is missing the signature of the lecturer or of the guest invited to teach/train) **will result in the automatic rejection of the application** (see Appendix, art. 6).

Art. 9 Selection methods and criteria

The applications presented will be selected by a dedicated commission appointed by the Rector.

The Commission will first verify the conformity of the applications to the eligibility criteria set out in the Notice and the Programme Guide such as

- presence of an inter-institutional agreement signed with the host institution
- presence of all signatures in the Mobility Agreement
- compliance with the minimum number of hours to be worked with respect to the mobility (article 4 of the Appendix):

Requests will then be prioritized based on the following criteria:

- Teachers participating for the first time in an Erasmus+ Teaching Staff Call (art. 5 Appendix)
- applications with a mobility period of "standard" duration coinciding with that indicated in the published flow lists (art. 4 of the Call and art. 5 Appendix))
- Staff from the disciplinary area, if specified, of the inter-institutional agreement already signed with the Partner University.

In case of a tie the Commission will evaluate the following aspects:

- the relevance of the educational project, also in relation to the proposed location,
- mobility activities that lead to the production of new teaching or research material and/or the acquisition of new skills
- Mobility activities that consolidate and expand relationships between institutions, departments, and schools, and that prepare further cooperation projects.
- A fair distribution of application requests between departments/disciplinary areas

The Commission may decide to reduce the number of days financed, on the basis of the applications received and the overall funding available. In the event of the reduction of funding, the selected candidates will be able

to decide whether to (1) keep the mobility dates unchanged with the consequent increase in co-financing paid by them or by the relevant structure, or (2) reduce the mobility period, in agreement with the Partner and always with the Erasmus+ Programme rules. As a last resort, the candidate, may opt to renounce the scholarship (see article 5 of the appendix).

In the event that additional application windows are opened beyond the two calls provided for in the Call, applications that meet the above requirements will be evaluated by a dedicated Commission appointed by the Rector, and if the evaluation is positive, they will be accepted until the available funds are exhausted.

The Committee reserves the right to exclude candidates who, in previous call for applications: withdrew without justification, or did not submit the documents within the deadlines specified by the contract signed before their departure and those foreseen for submitting the final report in the EU database.

Art. 10 Selection results

The selection results will be communicated via email to candidates, and published on the webpages listed above **by Thursday 28 May 2026 for the first call, and by Thursday 17 December 2026 for the second call.**

For any other calls, the results will be communicated to the candidates as soon as the selection process is concluded.

Please note: the actual realization of the mobility will always be subject to an assessment of safety conditions in the destination countries, based on the indications of the Ministry of Foreign Affairs and International Cooperation (MAECI) and other local or national provisions.

Art. 11 Assistenza sanitaria e assicurazione

To obtain health insurance coverage during your stay abroad in European Union countries and in Iceland, Liechtenstein, and Norway, you generally only need to carry the European Health Insurance Card (EHIC) issued by the Ministry of Health. Non-EU citizens registered with and covered by the National Health Service (SSN) cannot use the EHIC in Iceland, Norway, and Liechtenstein, as this is not provided for by current EU legislation (EC Regulation 859/2003). Therefore, they are advised to contact their local health authority (ASL) in any case. Non-EU citizens not registered with the SSN must obtain adequate health insurance.

For health insurance coverage during a stay abroad in countries outside the European Union, EHIC coverage is not sufficient. It is therefore always necessary to purchase private insurance.

For more information on the insurance coverage provided by the University abroad, please visit the university website at: <https://www.unipd.it/assicurazione>.

Art. 12 Person in charge of the administrative procedure and contact information

The Person in charge of the Administrative Procedure is Alessandra Gallerano, Director of the Projects & Mobility Office.

For further information, please contact the Projects and Mobility Office staffmobility.ari@unipd.it
– tel. 049 8277471

Padua, date of registration

Rector
Prof. Daniela Mapelli

Digitally signed pursuant to Italian Legislative Decree 82/2005

APPENDIX - DETAILS AND OPERATING PROCEDURES

Art. 1	The National Agency assigns a specific budget for each Geographic Region (non-associated third countries are grouped into 12 Regions) among those that were proposed in the application; some Regions may be only partially funded or not funded at all. The indicated amount is binding, and transfers between Regions are not allowed. In turn, the budget allocated for each Region is distributed by the National Agency (Annex 1 to the financial contract) among a specific number of countries within that Region, based on those proposed in the application. The budget for a given country, which the National Agency may have reduced or zeroed compared to the application, and can, in some cases, be transferred between countries within the same Region that have an approved budget. Finally, the budget for each individual country is divided between "incoming" and "outgoing" mobility and by beneficiary type (students: SMS and SMP; staff: STA and/or STT). It is therefore possible to adjust the number of days and/or participants within the same activity (SMS, SMP, STA, and STT) and/or across different activities and/or countries within the same Region		
Art. 2	The final contribution is the sum of the travel contribution (calculated on the basis of unit cost tables by distance zones between Padua and the destination/origin) and the individual support for the stay differentiated between Italy for "incoming" and the rest of the world for "outgoing" and on the basis of the length of the stay (for each group, daily allowances up to the 14th day, and daily allowances from the 15th to the 60th day calculated as 70% of the allowances granted up to the 14th day).		
	AMOUNTS PROVIDED BY THE EU TABLE FOR KA171 UNTIL CONTRATC 2023 CONTROLLARE	Admissible daily allowance up to day 14	Admissible daily allowance from day 15 to day 60
OUTGOING	From Italy to Partner Country	€ 180.00	€ 126.00
INCOMING	From Partner Country to Italy	€ 160.00	€ 112.00
	AMOUNTS PROVIDED BY THE EU TABLE FOR KA171 FROM CONTRATC 2024 CONTROLLARE	Admissible daily allowance up to day 14	Admissible daily allowance from day 15 to day 60
OUTGOING	From Italy to Partner Country	€ 190,00	€ 133,00
INCOMING	From Partner Country to Italy	€ 190,00	€ 133,00
<u>Travel contribution for KA171 until contract 2023</u>			
The maximum contribution for travel, as provided by the Programme Guide, is calculated on the pay basis of unit cost tables for distance zones. The kilometre band refers to a single leg of the journey, while the corresponding fare covers both the outward and return trip.			
Travel distances	Amount for standard travel	Amount for green trip	
Between 0 and 99 KM	€ 23.00 per participant		
Between 100 and 499 KM	€ 180.00 per participant	€ 210.00 per participant	

Between 500 and 1999 KM	€ 275.00 per participant	€ 320.00 per participant
Between 2000 and 2999 KM	€ 360.00 per participant	€ 410.00 per participant
Between 3000 and 3999 KM	€ 530.00 per participant	€ 610.00 per participant
Between 4000 and 7999 KM	€ 820.00 per participant	
8000 KM or more	€ 1,500.00 per participant	
Travel contribution for KA171 from contract 2024		
The maximum contribution for travel, as provided by the Programme Guide, is calculated on the pay basis of unit cost tables for distance zones. The kilometre band refers to a single leg of the journey, while the corresponding fare covers both the outward and return trip.		
Travel distances	Amount for standard travel	Amount for green trip
Between 0 and 99 KM	€ 28,00 per Participant	€ 56,00 per Participant
Between 100 and 499 KM	€ 211,00 per Participant	€ 285,00 per Participant
Between 500 and 1999 KM	€ 309,00 per Participant	€ 417,00 per Participant
Between 2000 and 2999 KM	€ 395,00 per Participant	€ 535,00 per Participant
Between 3000 and 3999 KM	€ 580,00 per Participant	€ 785,00 per Participant
Between 4000 and 7999 KM	€ 1.188,00 per Participant	€ 1.188,00 per Participant
8000 KM or more	€ 1.735,00 per Participant	€ 1.735,00 per Participant
Art. 3	<p>Article 16, paragraph 5, C) of the University Missions Regulation, in the context of the detailed treatment, grants the reimbursement of documented costs such as expenses incurred for visas, vaccinations, and health insurance (for further specifications regarding the reimbursement of health insurance, see note ref. no. 458557 of 28 October 2019 “Explanations relating to the University Missions Regulation” - https://www.unipd.it/missioni)</p> <p>It is also possible to opt for “alternative mission treatment” (article 17 of the University Missions Regulation) by adding the cost of the trip and/or transport and the daily allowance (calculated on the number of nights, not days!) provided by the table attached to the University</p>	

	<p>Missions Regulation for the Area in which the destination country is included (Table 2A. “Maximum amounts for alternative treatment abroad” - Decree of the Minister of Foreign Affairs 23 March 2011). These are gross amounts that contribute to the income for the part exceeding EUR 77.47 per day net of travelling expenses. The employee's income, and more precisely the taxable amount indicated on the payslip on which the income tax is calculated, increases only for the part of the allowance exceeding EUR 77.47 per day; this is the amount taxed, and the employee working away will pay IRPEF tax and regional and municipal surcharges. The alternative mission treatment is the sum of the reimbursement of travelling expenses and the allowance calculated on the number of nights to cover all the costs of the mission; however, any documented costs for swabs, which is a cost not covered by the Regulations in force issued prior to the pandemic, may be reimbursed separately for both reimbursement methods (detailed and alternative), if documented.</p> <p>The total contribution calculated using the EU tables <u>represents exclusively the maximum reimbursable cost from EU funds</u> regardless of the reimbursement method chosen (detailed or alternative “lump sum”). In the case of mobility to non-EU countries, in addition to the travelling expenses and daily allowance, visa, vaccination and health insurance costs may be charged separately, in accordance with the derogation for external funds provided by article 23 of the University Missions Regulation; given that there is no university co-financing envisaged, the only limit is represented by the total value of the EU contribution.</p> <p>The contribution made available may be supplemented by the Teaching Staff member with its own funds at the Department..</p> <p>The amount of co-financing could increase in the event that, due to a lack of budget, the selection commission applies a reduction in the number of days required in the application unless the same is remodulated after the assignment of the communal contribution (see articles 7 and 9 of the notice and article 5 of the appendix).</p> <p>For incoming mobility, the contribution to staff of Partner Universities is paid as a grant if the individual holds foreign citizenship (Italian Revenue Agency Resolution 109/E/209 of 23 April 2009). In the case of Italian citizens residing abroad, this will be an analytical reimbursement of expenses within the limits of the contribution granted in accordance with the procedures set out in circular 20 September 2013 ref. no. 81162) (art 7 of the notice)</p>		
Art. 4	<p>According to the Programme Guide, the minimum duration of activity is 5 consecutive days, excluding travel days, even in the case of Teaching Staff from companies. The maximum eligible period cannot exceed 60 days, excluding travel days (art. 4 of the notice)</p> <p>In order to be eligible for funding, a minimum of 8 hours of teaching must be provided for periods of up to 7 days excluding travelling days (including any public holidays or days before public holidays during the period). 1.5 hours of lessons must be added to the 8 hours provided for up to 7 days for each additional day, from the 8th day onwards excluding travelling day (including any public holidays or days before public holidays during the period). In the case of “combined” mobility (teaching/training), the minimum number of teaching hours is halved (4 hours of teaching for periods of up to 7 days, excluding travelling days).</p>		
TOTAL DURATION OF MISSION IN DAYS (EXCLUDING TRAVELLING)	NUMBER OF TEACHING HOURS TO BE PROVIDED STA	NUMBER OF TEACHING HOURS TO BE PROVIDED STA COMBINED	
2	8	4	

3	8	4
4	8	4
5	8	4
6	8	4
7	8	4
8	9	5
9	11	6
10	12	6
11	14	7
12	16	8
13	16	8
14	16	8
Between 15 and 19 days	1.5 hours to add for each day	No. of hours equal to half rounded up
For 20 and 21 days	24	12
Art. 5	<p>Within the KA171 project, the standard duration is defined as follows:</p> <p>A maximum of 12 days, including travel, for destinations with a travel distance over 8000 km.</p> <p>A maximum of 9 days, including travel, for destinations with a travel distance between 4000 and 7999 km.</p> <p>A maximum of 7 days, including travel, for all other destinations with a travel distance up to 3999 km.</p> <p>Additional days that cannot be covered will be recognized at zero cost (see art 9 of the Notice)</p> <p>The applications submitted in the second call by those who have already participated in the first will be considered last in case of a tie (articles 8 and 9 of the Notice)</p> <p><i>The mobility period may also be planned as a “blended” modality: the period of virtual activity must be followed by a physical mobility period with the presence of the participant. The “blended” activity must take place within the end of the contractual period (art. 5 of the Call for Applications) and should comply with the minimum duration established by the Programme Guide (art. 4 of the Call for Applications).</i></p>	

	<p><i>In terms of funding, during the “virtual” mobility period, the participant will not receive any contribution for individual support and travel - zero cost. Only if the participant completes the mobility in person, will he/she receive the corresponding unit contribution for the actual number of days of mobility carried out in person (art 7 of the notice)</i></p>
Art. 6	<p>Original signatures are not compulsory on the Mobility Agreement: scanned copies and electronic signatures are accepted (even through the Erasmus Without Paper network), as provided for by Italian national legislation or the Regulation of the Institution (Rector’s Decree Rep. no. 2968/2020 - Ref. no. 0388722 of 14 September 2020).). (final part of art. 8 of the Notice)</p> <p>If the grant announced herein is allocated, the digital signature is the manner in which the Grant Agreement is signed by the University of Padua and its beneficiary staff (decree ref. 2968/2020 ref. no. 0388722 of 14 September 2020)</p>