

# AQUASERV



Research services  
for **sustainable aquaculture,**  
**fisheries and blue economy**

## Staff Mobility Programme

WP5 Maria Huete-Ortega and Claudia Delgado

# WHO CAN APPLY?

Technicians, researchers and other staff involved in technological, technical and administrative departments of any AQUASERV partner to visit a partner institution.

## **Criteria:**

- The home institution must be affiliated to one of the AQUASERV partners
- The host institution must belong to the AQUASERV consortium in a different country.

# WHAT IS COVERED?

- Travel costs, meals, and accommodation up to 2000€
- Home institution will cover the visiting staff member's salary, insurance and other costs, if applicable.
- Home institution will pay for the travel, accommodation and subsistence in advance according to its internal rules, which will be reimbursed after the visit is completed and report submitted.

# HOW LONG?

- Visits ranging from 1 to 3 weeks
- Longer stays also possible if the visitor's home institution provides financial support and is in agreement with the receiving institution.

# WHEN?

- This is a continuous open call until the budget runs out before the end of the project in March 2029.

# HOW?

Upon agreement between the 2 parties, the Staff Exchange proposal should be submitted

## **Online form and documents uploaded:**

- Work Plan
- CV (EuroPass format)
- Budget requested

# SELECTION PROCESS

**Selection committee:** Claudia Delgado, Maria Huete-Ortega, Adelino Canário, Ana Aranda da Silva, Antti Kause and Marc Vandeputte

**Proposals will be evaluated based on three criteria:**

1. Is the Staff Exchange justified and relevant to the AQUASERV objectives?
2. Potential for Staff Exchange to improve the service offer at the home institute?
3. Will both AQUASERV partners benefit from the staff exchange?

Each of the 3 criteria above will be scored from 0 (not relevant/not applicable) to 5 (maximum score). Applications that scored at least 10 will be granted.

# COMMUNICATION OF CALL RESULTS

- Candidates must be informed of the evaluation decision within a month of application submission.

## VISIT PREPARATION

- Candidate must contact access manager and make necessary arrangements for the visit
- WP2 Communication officers must arrange with candidate to collect necessary materials to prepare information for newsletter and social media

# AFTER VISIT

**1 month after visit, candidates must provide:**

- Visit Report
- Feedback Report

Feedback Report link including Visit Report template are sent with the Communication of call results

After report is submitted, home institution is reimbursed



# Questions?



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