



CALL FOR MOBILITY ACTIONS

TO PROMOTE ACTIVITIES FOR THE ATTRACTION AND RETENTION OF INTERNATIONAL TALENT

 The URJC, through its **IMAN** programme, “Integration of a **Multidisciplinary** strategy for the **Attraction of New** research talent at Universidad Rey Juan Carlos”, (*funded by action GPE2023-001203 of the MCIN/AEI/10.13039/501100011033*), offers **grants** to favour the mobility of **postdoc researchers** in excellence research centres, with a maximum total budget of **€10,000**.

Aim

To encourage the mobility of postdoc researchers, both from the URJC towards international excellence centres and from international postdoc researchers to the URJC, with the **aim** to promote the **attraction of international talent** and the collaboration in **Horizon Europe's Programme Pillar I of Excellence projects** (MSCA and ERC).

Financial Allocation

6 grants of €1,650/candidate to finance researcher visits from/towards excellence research centres to cover transport, board and lodging expenditures, as per the URJC budget implementation rules.

Requirements

Being a **postdoctoral** researcher, from the URJC or an **international researcher**¹.

Carrying out a **2-5 day** mobility in an excellence research centre, either in the hosting international centre or at the URJC.

Deadline for the mobility action: 15th December 2025.

Procedure and Assessment

Assessment and Allocation

The **assessment** of the applications will be carried out by an **Assessment Committee** formed by the following members:

Chairman: Fernando Martínez Castillejo, Vice-Rector for Transfer and Scientific-Technical Structures;

Vocal 1: Luis Fernando Bautista Santa Cruz, Deputy Vice-Rector;

Vocal 2: Raúl Molina Gil, Deputy Vice-Rector

Secretaria: Rosa Mesa Vélez, Head of the European Projects Office

Score: 0 -00 (minimum of 50 to qualify for the grant)

Allocation based on score.

¹ (**International research staff shall be considered to be any national or foreign researcher who has been professionally affiliated with foreign research organisations for at least three years from the date of joining the organisation. In the case of persons who have been affiliated with more than one foreign research organisation, periods without affiliation between the different organisations shall be permitted, with a maximum cumulative total of 90 days.*)



The **assessment** will be carried out as per the following criteria:

- **35/100:** Excellence and internationalisation of the **external international researcher** hosting the URJC researcher or the **external international researcher** visiting the URJC. Previous collaborations will be assessed using verifiable data
- **35/100:** Viability of the **activities and objectives proposed in the working paper**, within the framework of the attraction of international researchers and the development of joint research projects.
- **30/100:** Curriculum vitae of the **URJC researcher requesting** the mobility action. Participation in international projects, publications and collaborations will be valued.

Application: documentation to be provided:

- **Annex I – Paper of the work** to be carried out during the mobility action, indicating its link to any of the European calls from **Horizon Europe's Pillar I of Excellence for the attraction and retention of talent** (MSCA or ERC) or **development of joint research projects** (max. 2 pages),
- **Abbreviated CV of the URJC's researcher** requesting the mobility action (last 5 years; **max. 4 pages**),
- **Abbreviated CV of the international researcher**, including international actions in during the last 5 years (**max. 4 pages**),
- **Acceptance letter** from the international hosting centre for the URJC researcher / Letter from the head of the URJC department hosting the international researcher.

Information and Submission of Applications

Send the requested documentation by e-mail to the CAIT Unit: unidad.cait@urjc.es, addressed to Katherine Moreno Jones.

Deadline for submission of the applications: until the 24th October 2025, included.

The application of the international researcher from an international excellence centre can be submitted by the hosting URJC researcher.

Obligations of the Beneficiaries

At the end of the mobility action, send the following documentation by e-mail to the CAIT Unit:

☉ **URJC Researcher:**

- ✓ **Annex II – Final report** of activities carried out (max. 2 pages),
- ✓ **Mobility Certificate** from the international excellence centre,
- ✓ Approved **Services Commission**,
- ✓ **Annex III –Itinerary Declaration**, including invoices and expense receipts.

☉ **External Researcher:**

- ✓ **Annex II - Final report** of activities carried out (max. 2 pages),
- ✓ **Mobility Certificate** from the URJC,
- ✓ **Annex III –Itinerary Declaration**, including invoices and expense receipts.



ANNEX I

WORKING PAPER OF ACTIVITIES CARRIED OUT DURING THE MOBILITY ACTION

Surname(s), Name	
ID / Passport	

Centre where the mobility will take place.

Activities to be carried out during the mobility action (maximum 2 pages), indicating its link to any of the European calls from Horizon Europe's Pillar I of Excellence for the attraction and retention of talent (MSCA or ERC) or development of joint research projects.





Basic information on Data Protection	
Responsible body:	Rey Juan Carlos University.
Aim:	Management and monitoring of the call for mobility grants
Legitimacy:	Exercise of the public powers conferred on Rey Juan Carlos University in application of Organic Law 2/2023, of 22 March, on the University System.
Recipients:	Public administrations established by law.
Rights:	Access, rectify and delete data, as well as other rights, by sending an email to the address protecciondedatos@urjc.es
Additional Information:	You can consult additional and detailed information on Data Protection on our website http://www.urjc.es/proteccion-de-datos

In (place and date of the electronic signature)
THE APPLICANT

Signed:



ANNEX II

FINAL REPORT OF ACTIVITIES CARRIED OUT DURING THE MOBILITY ACTION

Surname(s), Name	
ID / Passport	

Centre where the mobility has taken place.
Activities carried out during the mobility (maximum 2 pages).





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In (place and date of the electronic signature)
THE APPLICANT

Signed:



ANNEX III ITINERARY DECLARATION

Surname(s), Name	
ID / Passport	
IBAN (include the 24 digits)	

STATES: That, having been authorised to carry out the Services Commission to carried out the following itinerary and stays :

DEPARTURES			ARRIVALS		
City	Date	Time	City	Date	Address
*					
			*		

** Especific the place of origin/destination: own address, School/URJC Campus, etc...*

LIST OF EXPENSES CLAIMED	AMOUNT
ACCOMMODATION EXPENDITURES (enclose invoice + bank statement)	
TRAVEL EXPENSES Only travel to and from the destination centre will be reimbursed (other travel undertaken during the course of the corresponding activity will not be funded under this call for applications). Station or airport parking costs will not be reimbursed.	
Plane (enclose ticket + invoice + bank statement)	
Train (enclose ticket + invoice + bank statement)	
Private vehicle (enclose copy of vehicle registration certificate and invoices of tolls and bank statement, if applicable)	
Kilometres travelled	

And for the record, for justification purposes, I sign this statement on the date of the electronic signature.

THE BENEFICIARY OF THE SERVICES COMMISSION

Signed: