

Progetto HerIT4future (TNE23-00041) – PNRR Finanziato dall'Unione Europea –Next Generation EU -Missione 4 “Istruzione e Ricerca” – Componente 1 “Potenziamento dell’offerta dei servizi all’istruzione: dagli asili nido all’Università Dalla ricerca all’impresa” - Investimento 3.4 “Didattica universitaria e competenze avanzate” T4 “Iniziative Transnazionali in materia di istruzione”

CODICE DEL PROGETTO TNE23-00041 - CUP J31I24000290006

Dipartimento di Economia, Management, Istituzioni

In esecuzione del Decreto n. 71 del 29/10/2025 del Direttore del Dipartimento di Economia, Management, Istituzioni è emanato il seguente bando di concorso per il conferimento di una borsa di mobilità:

Call for application to join the international mobility program TNE- HerIT4future staff incoming, addressed to support incoming activities of the staff from the Latin America universities partnering the project in the frame of HerIT4Future: “HERITAGE FOR FUTURE: BRIDGING ITALY AND LATIN AMERICA THROUGH MUTUAL LEARNING AND INNOVATIVE TEACHIng”, leaning on funding from National Recovery and Resilience Plan (PNRR), Transnational Teaching initiatives, funded by EU -NextGeneration EU.

PROJECT NUMBER TNE23-00041-CUP J31I24000290006

Mobility Grants Targeting the Italian Partner and the Associated Foreign Universities “TNE- Heritage for Future: Bridging Italy and Latin America Through Mutual Learning and Innovative TEACHIng- (HerIT4future)

Art. 1 - Subject

In the frame of the Project “HerIT4Future”, an application is called for to assign to staff from the partner universities – according to the list provided in article 2 – funding for travelling to give lectures and/or seminars at the Università degli Studi di Napoli “Federico II”, according to the goals of the project PNRR/TNE Heritage for Future: BRIDGING ITALY AND LATIN AMERICA THROUGH MUTUAL LEARNING AND INNOVATIVE TEACHIng – CUP J31I24000290006

Art. 2 - Goals

TNE23-00041-HerIT4future is a project aimed at consolidating and strengthening international partnerships with high standing universities, with particular reference to Latin America countries. The project mainly focuses on the partnerships of the University of Naples Federico II in the following countries: Argentina, Brazil, Chile, Colombia, Cuba, Ecuador and Mexico, aiming at set new relations and enforce the extant ones, as per the guidelines from the Italian National Ministry of the University (MUR) and via hosting students from the universities involved.

The universities involved from each country are listed in the Annex 1 of this call.

The main goal of this call is to share the best educational practices and to enforce the cooperation among universities in the scientific domains shaping the thematic working package WP6 **DigitHage Management**.

WP6 **DigitHage Management** focuses on the following key themes:

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1. protection, promotion, and valorization of cultural and natural heritage;
2. digital transition for heritage management;
3. manage data to prevent physical deterioration;
4. machine learning, neural networks, and real-time information processing in operations in cultural heritage domain.

The call aims at funding the costs related to the mobility, including travel, food, and accommodation in the hosting country to the staff host at the University of Naples “Federico II”. The staff mobility has to include a teaching activity at the University of Naples “Federico II”.

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Art. 3 – Beneficiaries and activities allowed

This call addresses staff at the partner universities according to the list in article 2 of this call, with reference to their status in the academic year in which this call is issued; staff on sabbatical leave as well as staff retired – besides having a teaching assignment – are excluded from this call.

The funding from “TNE23-00041- HerIT4 Future” is assigned exclusively for teaching mobility abroad.

The member of the staff will be asked to state:

- the scientific domain he/she belongs to;
- the knowledge domain of the project he/she pertains to;
- the partner university hosting the candidate after setting up the Teaching Mobility Agreement (TMA), setting the period, the activities to perform, the goals, and the expected results.

TMA has to be filled in according to the guidelines below:

- the number of teaching hours has to be clearly stated (not less than 8 hours), the name of the course, the title of each lecture/seminar given;
- goals and education results have to be clearly set and the program of activities has to be in line with the achievement of the goals.

Art.4 - Period and length of the mobility

The activities should be over before March 31st, 2026; no extensions will be allowed after this date. Therefore, reporting for refunding has to be completed by the same deadline. The length of the mobility should be at least 5 (five) days and maximum 12 (twelve) days.

During the mobility the staff member has to deliver a teaching programme with a number of hours suitable for achieving the planned goals. Two extra days can be allowed for travelling, besides the length of the mobility itself.

During the mobility the staff member can extend the period abroad after getting the authorization from the Scientific Coordinator of the “TNE23-00041- HerIT4 future”, Prof. Carla Masi Doria.

Art.5 – Submission of the application and deadlines

The application as well as the documents needed to be part of the selection process should be sent by e-mail at the following e-mail address Dip.Econ-man-ist@unina.it before November 28th, 2025 at (CET).

The applicants for mobility – lasting from 5 up to 12 days – have to provide an inquiry stating the planned month of travel, the planned date the travel starts, the length of the mobility, and the plan of activities (including research and cultural activities, if needed).

In order to be part of the selection, candidates are asked to use the form provided in **Annex 1**.

Candidates have to provide all required information and state: the sending institution, the domain of knowledge, the number of teaching hours, the plan of activities, the length of the mobility, as well as the goals. The application has to feature also a Teaching Mobility Agreement (**Annex 2**) to be signed personally and signed also by the Scientific Coordinator of the project, Prof. Carla Masi Doria.

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The staff member selected for the mobility has to deliver the Teaching Mobility Agreement signed also by the receiving university at least one week before leaving. The signature can be either digital or hand made.

The application has to recall as mandatory items:

- Teaching Mobility Agreement;
- Curriculum Vitae in English, partnered by a declaration of truth and the acceptance of privacy terms;
- a copy of the passport, with this latter being valid;
- any other documents that might be useful for the selection procedure, including self-certification of previous experience abroad and certifications.

Applications have to be submitted by email at Dip.Econ-man-ist@unina.it as a unique file. The subject of the message has to be “Call TNE23-00041- HerIT4 future” Incoming staff.

Art. 6 – Assessment of the applications

Applicants assessment will be performed by a Committee consisting of at least 3 members of the Department faculty and up to 5 of them. 2 backup members will be appointed in case some of the appointed members should be unavailable or in conflict of interest.

The Committee will be appointed through a decree published on the Official Noticeboard of the University of Naples Federico II.

The selection process will be fair and transparent according to non-discriminating principles.

The selection process will be based on the following criteria:

- a) Scientific curriculum (up to 50 points)
- b) Content of the teaching programme and the related goals, also according to the main goals of the project and the length of the mobility (up to 30 points)
- c) Language skills (English or Spanish) (up to 10 points)
- d) Previous experience abroad and in the country chosen for the mobility, with preference for applicants with previous collaboration in international projects, especially in Italy (up to 10 points)

The Committee will issue a final ranking of the applicants, including the ones positively assessed but not receiving funding, as well as the ones excluded. Each applicant will receive a score according to the criteria mentioned above.

Candidates failing to achieve at least **40 points** will not be considered suitable to receive funding.

Key attention will be devoted to integrating applicants with disability, suffering disadvantageous conditions and in line with gender equality.

In case of candidates tied at the same score, the younger candidate will be ranked higher.

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Art. 7 – Financial support to the mobility

The staff member being awarded the funding for mobility will get a refund to cover travel expenses and costs for accommodation and food, according to the current norms and as per the table below:

Travel expenses	Financial support for accommodation and food
Latin America: up to € 1.400,00 (round trip)	Expenses refunded up to 180 euros per day (up to € 1.600,00)

Expenses will be refunded according to what the staff member spent and in line with the highest amount allowed (up to 1.400 € for travelling and up to 1.600 € for accommodation and food); staff members are required to deliver the documents showing the expenses afforded: receipts, tickets and boarding passes. Accommodation will be refunded in line with the norms of University of Federico II norms that will be explained to the selected candidate, still in line with the limits mentioned above.

Art. 8 – Accepting mobility funding

Applicants are asked to verify the ranking that will be posted on the Official Noteboard of the University and the Official Noteboard of the Department. The selected candidate will receive confirmation by e-mail.

The selected candidate will be asked to confirm the acceptance of the mobility funding and to state its awareness of the privacy policy as per article 13.

The selected candidate that will not confirm the acceptance of the mobility funding will be considered as giving up with no further notice. Should this happen, the next candidate in ranking will be considered as the new beneficiary, until the ranking allows such process.

The selected candidate is asked to have a valid passport, thus a passport that will not expire in 6 months from the acceptance of the mobility funding.

After accepting the mobility funding candidates are asked to send at Dip.Econ-man-ist@unina.it the following documents at least one week before the mobility starts:

- Teaching Mobility Agreement signed by the receiving institutions
- a copy of a valid passport.

During the mobility the beneficiary will be covered by the insurance offered by the sending institutions for injuries, liabilities versus third parties, in case of death, for any personal illness or damages to things, deriving from the activities planned in the mobility activity.

Health treatments from General Practitioners, services to diagnose issues and care are excluded from the abovementioned insurance.

Damages related to leisure time are excluded from the abovementioned insurance.

In any case, the beneficiary should contribute on his/her own to cover the insurance for health issues and hospitalization, according to the norms of the hosting country.

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Art. 9 – Resigning from the mobility

In case of resigning from the mobility funded, the beneficiary has to send with the shortest possible delay a message to Dip.Econ-man-ist@unina.it . Should this happen, the next best ranked applicant will be called in as new beneficiary.

Art. 10 – Return of the financial support

The beneficiary will be asked to return the financial support in case of:

- Resigning from the mobility
- Spending a period shorter than planned at the receiving institution

Art. 11 – Fulfillment at the end of the mobility

In a maximum of 15 days after the end of the mobility period, the staff member has to deliver to the Accounting Office of the Department of Economics, Management, Institutions:

- the Certificate of attendance, issued by the receiving institutions at the end of the mobility period abroad, properly signed, stating the fulfilment of the activities planned and the time spent abroad (starting day dd/mm/yy and ending day dd/mm/yy of the mobility);
- a report on the activities performed, according to the Mobility Agreement;
- travel documents (boarding passes).

Art. 12 - Privacy

Data provided into the application will be used for the selection procedure according to the law on data management.

Data will be used both manually and through IT instruments according to the goals of the call and in line with the norms adopted by the University of Naples as in UE Regulation n. 2016/679, as well as the successful updates.

Candidates have the right as stated in sections 2, 3 and 4 in part III of the above-mentioned regulation.

Art. 13 - Personal data

Information on the processing of personal data in accordance with Article 13 of Regulation (EU) 679/2016 laying down rules on the processing of personal data and the code on the protection of personal data, Legislative Decree n.196/2003 integrated and amended by Legislative Decree n.101/2018. By completing, delivering and transmitting the forms provided for participation in this selection notice, the person provides his/her personal data to the University of Naples Federico II and assumes the quality of "data subject" to the processing of such data in accordance with Article 4,1) of the EU Regulation.

Exclusively for problems concerning the non-compliant processing of personal data, it is possible to contact the Data Controller by sending an email to the following address: ateneo@pec.unina.it; or to

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the Data Protection Officer: rpd@unina.it; PEC: rpd@pec.unina.it. For any other requests related to this procedure, please contact, instead, marco.tregua@unina.it. The parties concerned have the rights referring to articles 15-22 of the EU regulation. The complete information related to the collection of personal data processing in this procedure is reported on the University website <http://www.unina.it/ateneo/statuto-e-normativa/privacy>

Art. 14 – Responsible of the process

According to the art. 4 of the law 241 issued on August 7th, 1990 (*Nuove norme in materia di procedimento amministrativo e di diritto di accesso ai documenti amministrativi*), Mrs. Francesca Richiello, appointed by the Director Prof. Adele Caldarelli with decree no. 61 of 10/17/2025, is responsible for the fulfilment related to this call, unless other entities mentioned in this document are in charge for.

Art. 15 – Public availability of the call

This call is published on the Official Noteboard of the University, as well as in the section Concorsi -> Borse di Mobilità and on the Official Noteboard of the Department of Economics, Management, Institutions; on the same official noteboards the list of candidates assessed will be made available for sake of transparency, as well as the name of the members of the Evaluation Committee, and the Annexes to the call

Annexes:

1. Application form
2. Teaching Mobility Agreement

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Application form

* Mandatory field

Surname and Name*

☐ M ☐ W ☐ Non binary

Place and date of birth*

Tax code*

Nationality*

Are you part of minority groups (due to language, religion, or culture)? (Optional) ☐ Yes ☐ No

Address*

Postal code*

City*

Mobile phone*

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Phone (office or home) - optional

E-Mail address*

Role at University*

Home institutions*

Mobility period* (From dd/mm/yyyy to dd/mm/yyyy)

Knowledge domain*

Scientific domain*



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Goals and expected outcomes*

Brief description of the activities to be performed*

Language skills*

English	Level:	B1	B2	C1	C2	Native language
Spanish	Level:	B1	B2	C1	C2	Native language

Date_____

Signature_____

Documents to be attached:

- Curriculum Vitae;
- Teaching Mobility Agreement;
- A copy of the Passport;
- Any other document meant to be useful for the assessment of the application.

Information on personal data according to art. 13 of this call.

By filling in this document the staff member delivers to the University of Naples Federico II, thus the university becomes involved in data management according to art. 4, 1) of the EU Regulation.

Data will be used according to art. 12 of this call

Date_____

Signature_____

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Mobility Agreement

Staff Mobility For Teaching

Planned period of the physical mobility: from *[day/month/year]* to *[day/month/year]*

Duration of physical mobility (days) – excluding travel days: _____

The teaching staff member

Last name (s)		First name (s)	
Nationality			
Sex <i>[M/F/ Not declared]</i>		Academic year	20__/20__
E-mail			

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The Sending Institution

Name		
Faculty/Department (if applicable)		
Address		Country
Contact person name and position		Contact person e- mail / phone

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The Receiving Institution



Name		Faculty/Department	
Address		Country/ Country code	
Contact person name and position		Contact person e-mail / phone	

Section to be completed BEFORE THE MOBILITY

I. PROPOSED MOBILITY PROGRAMME

Main subject field: _____

Language of research: _____

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**Added value of the mobility (with particular focus to the objectives of the TNE
IMP-ACCTS project):**

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Theme and main objective of the teach, including how many hours:

II. COMMITMENT OF THE THREE PARTIESⁱ

By signing this document, the teaching staff member, the sending organisation and the receiving institution confirm that they approve the proposed mobility agreement. The sending higher education institution supports the staff mobility with a focus on the objectives of the TNE IMP-ACCTS project. The teaching staff member will share their experience, in particular its impact on their professional development and on the sending higher education institution or other organisation, as a source of inspiration to others. The teaching staff member and the receiving institution will communicate to the sending organisation any problems or changes regarding the proposed mobility programme or mobility period.

The teaching staff member

Name: _____

Signature: _____ Date: _____

The sending institution

Name: _____

Signature: _____ Date: _____

The receiving institution

Name: _____

Signature: _____ Date: _____

ⁱ Circulating papers with original signatures is not compulsory. Scanned copies of signatures or electronic signatures may be accepted, depending on the national legislation of the country of the beneficiary organisation (in the case of mobility with third countries not associated to the programme: the national legislation of the EU Member State or third country associated to the programme). Certificates of attendance can be provided electronically or through any other means accessible to the staff member and the sending institution

UNIVERSITÀ DEGLI STUDI DI NAPOLI FEDERICO II

DIPARTIMENTO DI ECONOMIA, MANAGEMENT, ISTITUZIONI

Annex 1

N.	<i>Name of the associate member</i>	<i>Acronym of the associate member</i>	<i>Country</i>
1	Universidad Nacional de Mar del Plata	UNMDP	Argentina
2	Universidad Adolfo Ibañez	UAI	Chile
3	Universidade de São Paulo	USP	Brazil
4	Universidad de Oriente	UO	Cuba
5	Universidad de Holguin	UHO	Cuba
6	Universidad del Azuay	UAZUAY	Ecuador
7	Escuela Superior Politecnica de Chimborazo	ESPOCH	Ecuador
8	Universidad Regional Amazonica	IKIAM	Ecuador
9	Universidad Politécnica Salesiana	UPS	Ecuador
10	Universidad San Francisco de Quito	USFQ	Ecuador
11	Universidad Jesuita de Guadalajara	UJG	Mexico
12	Universidad de Chile	UCHile	Chile
13	Instituto de Altos Estudios Nacionales Postgraduate University of Ecuador	IAEN	Ecuador
14	Universidad de Antofagasta	UANTOF	Chile
15	Universidad Catolica de Cordoba	UCC	Argentina
16	Pontificia Universidad Catolica de Chile	UC	Chile
17	Instituto Tecnologico Autonomo de Mexico	ITAM	Mexico
18	Centro nacional de Educacion Sexual	CENESEX	Cuba
19	Universidad de Belgrano	UB	Argentina
20	Universidad Nacional de Rosario	UNR	Argentina
21	Universidad de Buenos Aires	UBA	Argentina
22	Universidad Catolica de Santiago de Guayaquil	UCSG	Ecuador

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23	Universidad Federal do Paraná	UFPR	Brazil
24	Universidad de Medellin	UDM	Colombia
25	Universidad de l’Habana	UH	Cuba
26	Pontificia Universidad Catolica de Perú	PUCP	Perù
27	Universidad de Cuenca	UCuenca	Ecuador
28	El Instituto Universitario de la Paz	UNIPAZ	Colombia
29	Universidade Federal do Rio de Janeiro	UFRJ	Brazil
30	Universidad de la República	UDELAR	Uruguay
31	Universidad Federal de Bahia	UFB	Brazil
32	Universidad Central de Chile	UCC	Chile
33	Universidades Estadual de Campinas	UNICAMP	Brazil
34	Universidade Federal Fluminense	UFF	Brazil
35	Universidade Federal do Amazonas	UFAM	Brazil
36	Universidade Estadual Paulista "Júlio de Mesquita Filho"	UNESP	Brazil
37	Universidad De Especialidades Espiritu Santo	UEES	Ecuador
38	Universit� Federale Del Cear�	UFC	Brazil
39	Universit� Catolica Del Maule	UCM	Chile
40	Universidad el Externado de Colombia	UExternado	Colombia
41	Universidad Nacional del Comahue	UNCOMA	Argentina
42	Pontificia Universidade Cat�lica do Rio de Janeiro	PUC-Rio	Brazil
43	Universidad Nacional de Cordoba	UNC	Argentina
44	Universidad Tecnica Federico Santa Maria	UTFSM	Chile
45	Pontificia Universidade Cat�lica Do Rio Grande Do Sul	PUCRS	Brazil
46	Pontificia Universidade Cat�lica de Minas Gerais	PUCMINAS	Brazil
47	College of Law of Sao	FDSBC	Brazil

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	Bernardo do Campo		
48	Universidad del Salvador	USAL	Argentina
49	Universidade Federal de Alfenas - Minas Gerais	UNIFAL-MG	Brazil
50	Instituto Tecnológico de Buenos Aires	ITBA	Argentina
51	Pontificia Universidad Javeriana	PUJ	Colombia
52	Instituto Tecnológico y de Estudios de Monterrey	TECMont	Mexico
53	Universidad de los Andes	Uniandes	Colombia
54	Pontificia Universidad Católica Argentina	PUCA	Argentina
55	Universidad Argentina de la Empresa	UADE	Argentina
56	Universidad de Valparaíso	UV	Chile
57	Universidad nacional de Colombia	UNC	Colombia
58	Universidad Nacional Mayor de San Marcos	UNMSM	Perù
59	Universidad Nacional de Cuyo	UNCUYO	Argentina
60	Universidad Nacional de Ingeniería	UNI	Perù
61	Centro Universitario Católica do Leste de Minas Gerais	UNILESTE	Brazil
62	Universidad Mayor	UMAYOR	Chile
63	Universidad Católica de Salta	UCASAL	Argentina
64	Universidad de Guadalajara	UDG	Mexico
65	Universidade Federal de Santa Catarina	UFSC	Brazil
66	Universidad Diego Portales	UDP	Chile
67	Universidad Nacional del Litoral	UNL	Argentina
68	Universidad Isalud	ISALUD	Argentina
69	Universidad Andina Simón Bolívar	UASB	Ecuador