Global Minds Call 2020
Group Mobility

Abbreviations
BAOW  Bijzonder Adviesorgaan voor Ontwikkelingssamenwerking
ECTS  European Credit Transfer and Accumulation System
IRMO  International Relations & Mobility Office
RIB   Council for International Policy / Raad Internationaal Beleid
VUB   Vrije Universiteit Brussel
ZAP   Zelfstandig Academisch Personeel
OAP   Overig Academic Personeel

Objectives of the call
The objective of this call is to stimulate outgoing student mobility and to promote structured cooperation between the VUB and international higher education institutions. The group mobility has to contain at least 10 students and each student has to obtain at least 15 ECTS at the VUB or at the host institution. The destination is limited to a selected list of countries. The project needs to be development relevant.

Each mobility should contribute to an overall objective and have an added value for both partners. The mobility must have a development relevance and tangible results should be reached at the end of the mobility.

This project is supported by VLIR-UOS. This call reaches out to all VUB community members, to propose scientific or educational oriented initiatives.

Budget
The call awards a maximum of 15,000 € to support a group mobility. This includes: support for the development and management of the group mobility and scholarships (not necessarily covering all extra costs related to the stay abroad) for outgoing students to take part in the group mobility.

Be aware: all costs have to be justified by invoices and/or receipts.

These expenses have to take into account the VLIR-UOS financial regulations.

Duration
Mobility has to take place in 2020. All costs have to be incurred in 2020.
| Eligibility | - application has to be done by a ZAP-member of the VUB;  
- mobility has to be recognized and registered in CALI for min. 15 ECTS;  
- a promotor can only be awarded for max. 2 consecutive calls  
- the project has to be development relevant  
- applicants must submit their proposal before the deadline;  
- proposals must be submitted via the online application form;  
- applications have to be written in English and according to the modalities explained in the call;  
- The students, who will benefit from the group mobility, will have to follow UCOS training before applying to the call. |
| Required documents & application procedure | - Fill in and sign the application form.  
- Go to submission website for Group mobility.  
- Fill in personal details and upload the signed application form.  
- Upload letter of support of the partner institution/organisation (if applicable).  
- Download the Partners template. Fill in the list of partners actively involved in organizing the project/mobility/Post-Doc. Partners can be North and/or South, public, private, education institution, NGO, ... Indicate name, department, function and describe their role and added value in the template on the submission website. Upload the Partners template. (if applicable). |
| Countries of destination | **Africa:** Benin, Burkina Faso, Burundi, Cameroon, DR Congo, Ethiopia, Guinea, Kenya, Madagascar, Mali, Morocco, Mozambique, Niger, Rwanda, Senegal, South Africa, Tanzania, Uganda, Zimbabwe.  
**Asia:** Cambodia, Indonesia, Palestinian Territories, Philippines, Vietnam.  
**Latin America:** Bolivia, Cuba, Ecuador, Guatemala, Haiti, Nicaragua, Peru. |
| Launch of call | 14 October 2019 |
| Deadline submission | 11 November 2019 |
| Grants available | One group mobility will be funded in 2020 |
| Contact person at IRMO | Olivia Lebbe: [Olivia.lebbe@vub.be](mailto:Olivia.lebbe@vub.be)  
Jannes Motmans: [Jannes.motmans@vub.be](mailto:Jannes.motmans@vub.be) |
Selection criteria
The selection is a competitive process organised by the RIB and based on the assessment of the quality of the proposal from an academic and organisational point of view.

Overall, it will be assessed if the project is in line with the Global Minds goals:
- to strengthen and deepen the capacity and knowledge of VUB in development cooperation and to sustain, improve and expand its collaboration with partners in the South (developing countries);
- to integrate development issues into education, research and administrative procedures
- to raise awareness about global challenges

We are aiming at proposals that are development relevant. By this we mean the extent to which the proposals’ objectives are consistent with beneficiaries’ requirements, country needs, synergy opportunities, global priorities (SDG’s) and partners’ and donors’ policies.

The selection is primarily based on the following criteria:

1. Quality: Quality of the proposal (content, form, ...).
2. Effectiveness: The extent to which the proposal’s objectives are expected to be achieved, taking into account the planned activities and the connected deliverables/results (activities → deliverables → objectives)
3. Efficiency: A measure of how economically resources/inputs (funds, expertise, time, etc.) are converted to deliverables/results. “Value for Money”
4. Impact: Potential positive and negative effects produced by the activity, directly or indirectly, intended or unintended, for the applicant, VUB, the society, sector and, if relevant, for the local partner.
5. Sustainability/Strategic Relevance: The continuation of benefits and/or cooperation after the activities have been completed. The developmental relevance. The contribution to the capacity building of the VUB in the field of university development cooperation.

Furthermore, following aspects related to group mobilities will be assessed:

1. Feasibility: status of the agreement with the partner university, strength of commitments in the already existing agreement or Letter of Intent of the partner institution, description of the possibilities to foresee a mobility window in the curricula, how to avoid study time prolongation, eventual interest expression from students, language issues, ...
2. Partnership composition: motivation for the choice of the partner institution, results of past activities with this partner university, ...
3. Sustainability: how will the mobility be embedded in the curriculum in the long term (e.g. fixed mobility window, is there a perspective for bi-diploma, funding of mobility in the future, ...)
4. Budget implementation and cost planning: how will the VUB funding be used? Elements of importance are: student grant funding with respect to the cost of living, extra financial effort that will be asked from the student, privileged housing conditions, ...
5. Overall objective of the mobility: is there a clear objective defined, is this in accordance with the VUB’s vision on internationalisation, is there a developmental relevance, ...
6. Added value: what is the added value for the local partner, for the VUB, your research group, your research, ...
For more information about project formulation and differentiating results levels, please see the table below and the Guide to the formulation of VLIR-UOS projects.

<table>
<thead>
<tr>
<th>Outputs (Intermediate Results)</th>
<th>Specific objective(s) (outcome level)</th>
<th>General objective (impact level)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Level of control</strong></td>
<td>Sphere of control</td>
<td>Sphere of influence</td>
</tr>
<tr>
<td><strong>What?</strong></td>
<td>Products or services (can also include use of outputs)</td>
<td>Changes for beneficiaries</td>
</tr>
<tr>
<td><strong>Resulting from...</strong></td>
<td>Resulting from activities</td>
<td>Change resulting from the use of outputs</td>
</tr>
<tr>
<td><strong>When?</strong></td>
<td>Achieved during the project</td>
<td>Achieved at the latest at the end of a project</td>
</tr>
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**Selection procedure**
Step 1: IRMO performs an eligibility check.
Step 2: All eligible applications are sent to the BAOW.
Step 3: The BAOW makes a selection and advises the RIB on the selection results.
Step 4: The RIB makes the final decision.

The following time frame is set:

<table>
<thead>
<tr>
<th>Date</th>
<th>Action</th>
<th>Responsible</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 October 2019</td>
<td>Call will be launched to all deans, ‘vakgroepvoorzitters’, ‘voorzitters van de opleidingsraad’ and via the e-newsletter</td>
<td>IRMO</td>
</tr>
<tr>
<td>11 November 2019</td>
<td>Deadline for application. Proposals must be submitted via an online application template (see below).</td>
<td>Applicant – ZAP member</td>
</tr>
<tr>
<td>26 November 2019</td>
<td>BAOW does a first selection</td>
<td>IRMO and BAOW</td>
</tr>
<tr>
<td>12 December 2019</td>
<td>Final approval by the RIB</td>
<td>RIB</td>
</tr>
<tr>
<td>17 December 2019</td>
<td>Applicants will be notified by e-mail and funding will be made available.</td>
<td>IRMO</td>
</tr>
<tr>
<td>One month after the mobility</td>
<td>The grantee submits a narrative and financial report to IRMO. A mandatory template is available.</td>
<td>Grantee – ZAP member</td>
</tr>
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**Selection outcome**
All applicants will receive an e-mail with the selection outcome the latest 3 weeks after the RIB selection. Detailed feedback about the proposal will be provided in that e-mail.
Final report
A narrative and financial report, must be submitted one month after the ending of the project. It will present the current state of affairs of the project. The report must be presented on the required forms, which are available on the VUB website. The reports must be sent electronically to Olivia.lebbe@vub.be.

Information
For further general information, please contact IRMO
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