Exchange of lecturers/researchers through Italo-Maltese Cultural Agreement: Call for Applications 2012 (Deadline 12:00, 12th October 2011)

The Italo-Maltese Cultural Agreement:

The Italo-Maltese Executive Programme for Cultural Cooperation is an agreement that provides for the award of a *per diem* allowance in order to promote the exchanges of **Italian** academics and University of Malta academic members of staff or researchers for each year.

Applications are open to:

The Italo-Maltese Cultural Agreement is open to Maltese Full-Time academic Members of staff or researchers who are going to visit Italian Academic Institutions from 15th January 2012 to 31st December 2012 for professional purposes. In the selection of candidates, preference will be given to applicants who did not participate in the Italo-Maltese Executive Programme for Cultural Cooperation during the previous academic years or at least during the last academic year. This does not apply to those candidates who are participating in an ongoing Italo-Maltese academic project.

The selection of candidates will be undertaken solely after the closure of the call for applications and will not necessarily be on a first come first served basis. **Applications from candidates, who, after having been chosen, did not undertake the exchange visit in the last academic year, will be considered on a case by case basis.**

Type of activities to be considered:

Academics can visit Italian Institutions and benefit from the Italo-Maltese Cultural Agreement if their visit is aimed at one of the following;

1) **Deliver Lectures to a class within an Italian Institution;**
2) **Address Seminars;**
3) **Discuss academic co-operation;**
4) **Other Academic-related visits**.

Duration of Visits:

Visits funded through the Italian Cultural Agreement must be of 10 working days, although visits of a shorter duration may be considered in exceptional cases.

Activity period to be funded through this Call for Applications:

The visits covered by this call must be conducted 15th January 2012 to 31st December 2012. Visits taking place prior to this period cannot be considered as applicable. Visits for lecturing purposes cannot take place during academic vacation periods.

Requirements and application procedure:

A) For Italian Academics invited to VISIT MALTA:

The *per diem* payable by the University of Malta to the visiting Italian academics amounts to €82 per day, whilst the travel costs of Italian academics visiting Malta are reimbursed by the Italian authorities.

All applications for the invitation of an Italian academic visiting Malta need to include a **cover letter of application.** The cover letter must contain:

i) An endorsement of the Head of the Department / Institute / Centre who is preparing to invite the Italian Academic;
ii) A brief outline of the proposed visit;
iii) The exact dates of arrival and departure;
iv) Duration in terms of days to be spent in Malta
v) Programme or titles of the lectures to be delivered or seminars to be addressed;
vi) Co-operation to be discussed;
vii) Research to be conducted.

In addition to the cover letter, the application itself must contain:

i) The academic's concise CV (Max 3 pages, no need to include list of publications);
ii) Confirmation that the Italian Academic is a full-time member of staff or at least *ricercatore confermato* of the Italian Institution concerned;
iii) Academic Area of Specialisation;
iv) English Language Proficiency;
v) A copy of the Italian Academic's passport showing the page with photograph and details.
vi) Full contact details of the visiting lecturer including telephone, mobile and email.

NOTA BENE:

Applications with incomplete information or missing documents will be considered ineligible. A formal letter of invitation should not be issued to the Italian Academic concerned prior to receipt of instructions from the International & EU Office that the application has been approved by the University authorities concerned. If the application is approved, a formal letter of invitation is to be sent to the Italian Academic concerned, copied to the International & EU Office. The Italian Academic should however be advised not to book the flight ticket to Malta prior to receipt of instructions from the International & EU Office that the application has been approved by the Italian Authorities.

B) For Maltese Academics invited to VISIT ITALY:

The *per diem* payable to the Maltese Academics who visit Italian state-funded universities or similar institutions is €93 per day. The *per diem* has to be collected by the academics personally from the Italian Ministry of Foreign Affairs in Rome during the visit. The travel costs for tickets to and from Italy of Maltese Academics can be claimed from the academic's work resources.

Applications from University or Junior College full-time Academics to visit to an Italian state-funded university or similar institution of learning supported under the terms of the Agreement needs to include a **cover letter of application**, which must contain:

i) An endorsement by the Head of staff member's Department/ Centre/ Institute;
ii) A brief outline of the proposed visit;
iii) The exact dates of stay;
iv) The duration in terms of nights to be spent in Italy;
v) The programme or titles of lectures to be delivered or seminars to be addressed;
vi) Co-operation to be discussed;
vii) Research to be conducted.

In addition to the cover letter, the application itself must contain:

i) An original letter of invitation received from the Head of Department of the Italian state-funded university or similar institution of learning, inviting the Maltese academic for the visit.
ii) Full contact details of the academic signing the letter of invitation, including mobile telephone number and email address. These details and the original letter are required to apply for the *per diem* under the protocol since the information given will be verified by the Italian Ministry of Foreign Affairs.
iii) Academic's CV (Max 3 pages, no need to include list of publications); and confirmation that the Academic is a full-time employee of the University of Malta.
iv) A copy of the Maltese Academic's passport showing the page with photograph and details.
v) Full contact details of the hosting institution, name of the hosting academic and contact details including telephone, mobile and email.

NOTA BENE:

Applications with incomplete information or missing documents will be considered ineligible. Additionally, Maltese Academics should not confirm their acceptance of invitations nor book their flight tickets prior to receipt of confirm of acceptance and instructions from the International & EU Office. Maltese lecturers are also expected to provide a synthesis report of their visit to the International & EU Office within a month after the visit to Italy.

Further information can be obtained from Ms. Victoria Muscat,
International & EU Office, Room 108A Administration Building, Tel: 2340 2478,
E-mail: victoria.mucat@um.edu.mt
Applications will be received to the above address.
Applications submitted after the deadline will not be considered.