Mentorship Mobility Program within and for EUTOPIA_HEALTH consortium

Call for application

Funded by
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Introduction

The EUTOPIA_HEALTH project, funded by the European Commission's Horizon Europe Programme (European Excellence Initiative) focuses on building research capacity in three universities located in Widening countries: Romania, Slovenia, and Portugal. It aims to increase connectedness for research excellence in Health within EUTOPIA_HEALTH consortium and to promote interdisciplinary collaboration to advance Health-related scientific management and strengthen research and innovation (R&I) capabilities. It provides support to academic staff and researchers with opportunities for training, mobility and funding, while building bridges between research, society, businesses, and policymakers to develop customized solutions for societal challenges.

1 Information about the call

The Mentorship Mobility Program within and for EUTOPIA_HEALTH consortium[1] (further on Consortium) involves outgoing mobilities of Research Managers (RM) from the Consortium's Widening universities[2] to other Consortium universities for periods of one month. The RM must engage in the daily work of research support offices, tutored by an experienced RM tutor from the outgoing institution.

The Mentorship Mobility Program within and for EUTOPIA_HEALTH Consortium (hereinafter mentioned as Mentorship Mobility Program) aims to complement the *EUTOPIA_HEALTH Training Program for Research Managers: Advancing Institutional Excellence*, fostering the creation of a strong RM community and providing mentorship opportunities to develop highly skilled professionals working in R&I management and administration, particularly with a focus on Widening institutions.

1.1 Who can apply?

This call invites applications from Research Managers with any level of experience and working in any research management areas (pre-award, post-award, innovation, communication, infrastructure, policy, open science, data management, etc.) across all Health-related academic disciplines and topics, employed within Babeș-Bolyai University (UBB), University of Ljubljana (UL) and NOVA University Lisbon (NOVA). Applicants must have participated in the *EUTOPIA_HEALTH Training Program for Research Managers: Advancing Institutional Excellence* and should not have previously received a grant for a Mentorship Mobility within the EUTOPIA_HEALTH project.

Before submitting an application, applicants are required to identify at least one tutor from the Consortium, whose service and/or role align with their objectives. Applicants may select up to two tutors, each of whom must be affiliated with a Consortium institution.

1.2 Duration of the Mentorship Mobility Program

The Mentorship Mobility Program will provide a total of 18 mobilities, for a total of 18 RM from Widening universities. The Mentorship Mobility lasts one month but can be split into two shorter on-site periods 15 days each, as long as they are both completed within six months counting from the beginning of the first mobility period. If the mobility is split into two stays, each may take place at a different Consortium institution.

[1] For the purpose of clarity, the EUTOPIA_HEALTH Consortium consists of the following organizations: Babeș-Bolyai University (UBB), University of Ljubljana (UL), NOVA University Lisbon (NOVA), Vrije Universiteit Brussel (VUB), Pompeu Fabra University-Barcelona (UPF), CY Cergy Paris University (CY), Ca'Foscari University of Venice (UNIVE), University of Gothenburg (GU), University of Warwick (UW).

[2] The Widening universities of the consortium are: Babeș-Bolyai University (UBB), University of Ljubljana (UL), NOVA University Lisbon (NOVA).

Two calls will be open each year (2025, 2026, and 2027), and all mobilities must be completed by 31st July 2028. Please consider the six-month period for completing the Mentorship Mobility, counted from the start date indicated on the calendar in section 2.5.

1.3 The budget for the call

Accepted Mentorship Mobilities will be funded by the research managers' home university, as outgoing Research Management mobilities. Mentorship Mobility awards cover accommodation, travel, and living expenses up to 4000 EUR. In the case of NOVA, it will apply its own expenditure policies, as described in the Regulation.

Mentorship Mobility is accepted once the Mobility Agreement has been signed and submitted by the applicant.

2 Eligibility criteria, application process and evaluation guidelines for the Mentorship Mobility Program

2.1 Eligibility criteria

- The call is open to all Research Managers affiliated with UBB, UL and NOVA (including its Academic Units and Research Units) who have participated in the *EUTOPIA_HEALTH Training Program for Research Managers: Advancing Institutional Excellence*.
- Applicants must submit only one application per phase of the call, but, in case of rejection, they can apply in the next phases of the call. Once funded, the grantee is no longer eligible for another mobility under this Mentorship Mobility Program.

2.2 Application process

The application process will be open, starting on the 15th of September. The current call will provide **four Mentorship Mobilities for UBB** and **three Mentorship Mobilities for UL and NOVA.** Applicants are required to submit a single PDF file to the local contacts of the corresponding university (see the "Contact details" section), in line with the timeline specified in the call (see section 2.5):

- **Application Form** (Annex 1): Describing the goal of the proposed mobility, justification for the choice of the Host Institution(s)/tutor(s), areas of knowledge and best practices sharing, as well as the planned activities, timeframe and expected budget. Furthermore, the applicant should explain how these activities align with the development of the applicant's career plan and how the Mentorship Mobility and, more specifically, the tutor(s) will contribute to an increased connectedness within the Research Management areas of the Consortium.
- **Letter of institutional support** (template provided in Annex 2): Signed by the hierarchical responsible of the corresponding Academic/Research Unit, confirming that the applicant is authorized to undertake the mobility during the specified period.
- **Letter of invitation from the Host Institution** (1 page): Signed by the tutor and an authorized representative of the Host Institution, confirming that the Mentorship Mobility can be undertaken on the given dates, and acknowledging that the proposed activities as feasible within the indicated timeline. If two Host Institutions are selected, a separate letter of invitation from each institution must be provided.
- **A full CV** (max. 3 pages) including achievements related to the Research Management field and involvement in Health-related projects.

2.3 Evaluation guidelines

The evaluation of the applications will be conducted internally at each home university, by an Evaluation Committee (3 members), ensuring no conflicts of interest, and in line with national and internal regulations.

The Evaluation Committee will assess each application to determine the eligibility of the applicant in accordance with established criteria. The selection of a successful applicant will be made in consideration of:

- the quality of the motivation and proposed mission of the Mentorship Mobility, with focus on sharing best practices and building up collaboration (60%);
- feasibility of the planned activities and expected outcomes (35%);
- budget feasibility (5%).

In addition to the aforementioned criteria, the selection process will aim to ensure a diverse cohort, considering a variety of RM areas, gender balance, and different levels of experience. In the case of similar applications, additional consideration will be given to the applicants' Health-related field or research units. Priority will be given to those working in Health-related areas, including public, mental, environmental or nutritional health.

Applicants will be informed of the outcome of their application (funded/not funded) via email no later than 15 working days after the application deadline.

Applicants must take into consideration the time required to complete all institutional procedures related to mobility when planning the period of the mobility.

2.4 Responsibilities of the Host Institution and Visiting Research Manager

Host Institution Responsibilities:

- Provide a letter of invitation to the applicant before the application process and a letter of statement, at the end of the mobility period, confirming that the mobility has been accomplished.

Grantee Responsibilities:

- The grantee must submit a report to the call coordinator (by email) within 15 working days of completing the mobility. For two-period mobility, the grantee must submit a mid-term mobility report within 15 working days after completing the first period, and a final mobility report, within 15 days after completing the second period. Please see section 3 for more details or reporting.

2.5 Calendar of the Mentorship Mobility Program within and for EUTOPIA_HEALTH Consortium

Action	Timeline	No. of mobilities available per institution
Launching of the 1st phase of the call	**15th September 2025**	*There were no awarded mobilities.*
Start of the application submission	15th September 2025	
Deadline for submission of applications	15th October 2025	
Start of mobility period	1st December 2025 - 31st January 2026	
Launching of the 2nd phase of the call	**15th November 2025**	*There were no awarded mobilities.*
Start of the application submission	15th November 2025	
Deadline for submission of applications	15th December 2025	
Start of mobility period	1st February 2026 - 31st March 2026	
Launching of the 3rd phase of the call for UL	**15th April 2026**	*1 mobility was awarded to UL.*
Start of the application submission	15th April 2026	
Deadline for submission of applications	15th May 2026	
Start of mobility period	1st June 2026 - 30st September 2026	
Launching of the 3rd phase of the call for UBB and NOVA	**15th June 2026**	*1 mobility was awarded to NOVA.*
Start of the application submission	15th June 2026	
Deadline for submission of applications	15th July 2026	
Start of mobility period	1st September 2026 - 31st October 2026	
Launching of the 4th phase of the call	**15th September 2026**	**4 mobilities available for UBB** **3 mobilities available for UL and NOVA**
Start of the application submission	15th September 2026	
Deadline for submission of applications	15th October 2026	
Start of mobility period	1st December 2026 – 31st March 2027	
Launching of the 5th phase of the call	**15th June 2027**	**1**
Start of the application submission	15th June 2027	
Deadline for submission of applications	15th July 2027	
Start of mobility period	1st September 2027 - 31st October 2027	
Launching of the 6th phase of the call	**15th September 2027**	**1**
Start of the application submission	15th September 2027	
Deadline for submission of applications	15th October 2027	
Start of mobility period	1st December 2027 - 31st January 2028	
Adjustments to this schedule or the redistribution of any unallocated mobility may be made during the implementation phase.		

3 Reporting

Grantees must provide a short report (max. 2 pages) within 15 days after completing the mobility, outlining the activities carried out and how the accomplished mobility paved the way for the growth of the community of

RM between the involved institutions. In case the grantee's mobility is divided into two periods of 15 days each, the grantee must also provide a short mid-term mobility report (max. 1 page) outlining the activities carried out in the first period.

Both mid- and final reports must include the purpose of the mobility, the description of the activities carried out, the description of the main results (if applicable), the plan for future career development and/or putting the lessons learned into practice. Furthermore, a statement letter from the tutor and corresponding institution mentioning the successful accomplishment of mobility must be submitted together with the final report.

Contact details

The local contacts for the **Mentorship Mobility Program Call** responsible for managing the application process and addressing practical questions are Babeș-Bolyai University (health.eutopia@ubbcluj.ro), University of Ljubljana (eutopia.health@uni-lj.si) or NOVA University Lisbon (Portugal) (nova.research@unl.pt).

The contacts to assist in finding potential tutors within the Consortium are:

- Babes-Bolyai University (Romania) - health.eutopia@ubbcluj.ro
- University of Ljubljana (Slovenia) - eutopia.health@uni-lj.si
- NOVA University Lisbon (Portugal) – nova.research@unl.pt
- Vrije Universiteit Brussel (Belgium) - tuur.roels@vub.be
- Pompeu Fabra University-Barcelona (Spain) - eutopia.health@upf.edu
- CY Cergy Paris University (France) - anna.zaichenko@cyu.fr
- Ca'Foscari University of Venice (Italy) - enrica.croda@unive.it
- University of Gothenburg (Sweden) - andreea.maris@gu.se
- University of Warwick (United Kingdom) - simona.schrammel@warwick.ac.uk