The University of Cambridge and the Universidad de las Américas Puebla created a mobility programme for academic staff and postdoctoral researchers in 2016. The aim of the Academic Mobility Programme is to facilitate reciprocal academic exchange and strengthen academic links between Cambridge and UDLAP by allowing up to two scholars per year from each institution to spend a period of between four and eight weeks at the partner institution. Longer stays may be considered by agreement of the selection panel. The Academic Mobility Programme is open, in the first instance, to full-time lecturers and postdoctoral researchers at Cambridge and UDLAP.

Applicants may be working in any field within the arts, humanities or social sciences, but they should have a good reason for wishing to spend time in the partner institution, e.g. exchange of ideas with researchers working in similar fields, access to archives or other resources.

The greater part of any visit should take place during a teaching term at the relevant institution, in order to facilitate academic exchange. During their stay, visiting scholars are expected to devote themselves to their research and, where appropriate, and without additional payment, to give a seminar or lecture at the host institution. They may also take part, as appropriate, in other academic activities at the host institution, including (but not limited to) participating in other events, providing occasional additional teaching, or assisting postgraduate students.

The Cambridge-UDLAP Visiting Fellowship will cover the costs of the visit, including airfare, accommodation, and expenses. Host institutions will make arrangements so that visiting scholars have library access, internet access and, where possible, office space. They will endeavour to offer visiting academics the benefits and discounts available to their own staff members, with regard to access to libraries, the use of facilities, and any discounts available in cafeterias, etc. Visiting scholars will be required to sign the host institution’s standard visitor’s agreement on or before arrival. They will receive an official invitation letter to spend time at the host institution as a visiting scholar.

Although host institutions will endeavour to assist visiting scholars with obtaining any visa or similar permit required, and with other arrangements including finding accommodation, it is ultimately the responsibility of the scholars to make sure they have secured the right documentation to undertake the visit, to obtain appropriate health insurance and to find their own accommodation.
On their return to their own institution, visiting scholars should submit a brief report (1-2 pages) on their activities during the visit to the selection committee. Any publications that emerge from the visit should make appropriate acknowledgement to the Cambridge-UDLAP Visiting Fellowship.

Key dates

The closing date for applications is 21 February 2020, with applicants notified by 15 March 2020. This call is for visits to take place during academic terms between January 2021 and July 2021.

Term times in Cambridge are October to November, mid-January to mid-March, and mid-April to mid-June. In Puebla, they are mid-January to early June and early August to early December.

UDLAP scholars should stay in Cambridge between UDLAP academic terms and their visit should not overlap with their teaching responsibilities.

Application procedure

Applications should be addressed to the Cambridge-UDLAP Visiting Fellowship Evaluation Committee and submitted to clasadm@hermes.cam.ac.uk in a single Microsoft Word document with the five sections described below, before 11:59 p.m. (GMT) on 21 February 2020.

Applications should consist of the following sections:

- a summary of the research project on which the researcher will be working during their visit to the other institution (1-2 pages)
- a letter detailing the benefits for their research project of such as visit and a work plan to be followed during their research visit (1-2 pages)
- a letter from the head of department/institute to support the application and detailing the dates of the stay.
- a current curriculum vitae
- a budget detailing expected expenses, expressed in pounds sterling, under the following headings: (a) accommodation, (b) transportation, (c) food, and (d) other research expenses. The maximum amounts available for each of these are given below.
Evaluation procedure

Applications will be considered by a selection panel with equal representation from each institution. They will be assessed based on the following criteria:

- the quality of the proposed research and its potential impact
- the benefits that the visit may pose to the researcher as well as for the formation and/or consolidation of academic networks between the institutions

Expenses

The maximum amount that will be covered is up to £5,760 GBP (in Cambridge) and up to £4,420 GBP (in Puebla) per applicant, which includes:

Airfare (including travel to airports): up to £1,300 (Economy class)

Allowance (per 4 weeks):

a. Accommodation (including relevant services such as internet connection and energy bills, if charged separately): up to £1,200 (Cambridge) or £650 (Puebla)

b. Food: up to £770 (Cambridge) or £650 (Puebla)

c. Local transportation: up to £310 (Cambridge/Puebla)

The specific amounts required must be clearly set out in the proposed budget submitted by the applicant. Expenses will not be covered if they were not properly disclosed during this process. Applicants are responsible for purchasing airfares and accommodation, although advice may be forthcoming from the host institution.

For inquiries

Please direct any inquiries to:

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