



## Call for applications for mobility grants reserved for Doctoral students: non-EU destinations, academic year 2024/2025

### Art. 1 – General information

The Doctoral School of the University of Verona intends to encourage the mobility of its doctoral students, aimed at carrying out study or research activities at foreign institutions located outside the European Union<sup>1</sup> and outside countries that participate in the Erasmus+ Programme. Applicants should be resident in Italy or a country other than the participant's destination country.

Doctoral students enrolled in Doctoral courses with administrative headquarters at the University of Verona may apply for funding. The mobility period must be completed and concluded during the regular enrollment period, and it cannot be funded during any extension period. Doctoral students who are in receipt of a mobility scholarship and/or grant from the University for the same mobility cannot apply for a grant under this Call.

Applicants will be receiving the increase in the Doctoral scholarship provided for mobility periods abroad and will be able to make use of their own research funds.

Mobilities can take place from **1 November 2024** until **30 September 2025**, for a minimum duration of one continuous month.

The planned activities must be carried out in the Country of destination: the financial coverage of the mobility will be assigned only for the period physically spent abroad and duly certified by the host institution. Therefore, any mobility periods carried out virtually or in any other location other than the mobility destination will not be funded.

### Art. 2 – FUNDING

The total budget available will be equal to **100,000 Euros** financed by the University of Verona.

### Art. 3 – GRANT REQUEST

Doctoral students enrolled in a Doctoral course will be able to spend a continuous period of not less than one month at a foreign institution (see Art.1) and apply for funding for a maximum of 6 months. The period of stay abroad may in any case be longer than the financed period.

| Mobility duration                                  | Grant amount |
|--|--------------|
| First month  | 1.600,00 €   |
| any additional months (up to the 6 <sup>th</sup> ) | +200 €       |

<sup>1</sup> Mobility within the European Union and Countries participating in the Erasmus + Programme (Austria, Belgium, Bulgaria, Cyprus, Croatia, Denmark, Estonia, Finland, France, Germany, Greece, Ireland, Iceland, Latvia, Liechtenstein, Lithuania, Luxembourg, North Macedonia, Malta, Norway, Netherlands, Poland, Portugal, Czech Republic, Romania, Serbia, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turkey, Hungary) will be funded through the Erasmus + call for mobility for internships.

The grant will be paid to the beneficiaries in the form of a scholarship for post-graduate research activities, in addition to the 50% increase of the Doctoral scholarship for periods spent abroad. Recipients may also use their 10% budget to claim reimbursement of mission expenses.

In case of continuation of a mobility already funded under the previous edition of the Call (a.y. 2023/2024), a scholarship may be requested for further 6 months of mobility, calculated on the basis of the monthly amount due starting from the second month of stay.

#### **Art. 4 – APPLICATION PROCEDURE**

Applications will be considered in the order they are received, **starting from 1 October 2024** and until all the available funds have been allocated.

Applications will be accepted **until 1 August 2025**. The mobility periods must be completed by **30 September 2025**.

| <b>TIMING</b>          |                      |                   |
|------------------------|----------------------|-------------------|
|                        | <b>Starting date</b> | <b>End date</b>   |
| Application submission | 1 October 2024       | 1 August 2025     |
| Mobilities abroad      | 1 November 2024      | 30 September 2025 |

Completed applications with all the required documents attached should be submitted within a time window ranging from **1 to 3 months before the expected start of the mobility**.

In accordance with the requirements set out in the present Call, each applicant is required to:

- a. find a host institution in agreement with his/her own Doctoral Course tutor and plan the mobility period;
- b. agree on a research plan with the Host Institution and the Doctoral Course tutor for the whole mobility period (using the template available [online](#));
- c. complete the [online](#) application form attaching:
  - the [Research plan](#), duly signed by the applicant, the Doctoral Course tutor and the supervisor at the Host Institution;
  - copy of the pdf summary "**U-web- Mission Request**", proving that the mobility has been duly authorised.

Candidates may apply for a grant for **only one mobility** under this Call for Applications. Applications with incomplete attachments, or incorrectly filled in or in formats other than those made available online, or not registered by the deadlines specified above **will be rejected**.

#### **Art. 5 – LIST OF SELECTED APPLICANTS, AND PREPARING FOR THE MOBILITY**

The PhD office will promptly check the applications received and draw up a list of the selected applicants who have been awarded a mobility grant, in accordance with the requirements and details set out in this Call for Applications. The list of selected applicants will be made available [online](#).

Grant recipients are advised to contact the [PhD office](#) for information on the formalities required before departure (e.g. visa application, health and insurance coverage abroad, etc.).

#### **Art. 6 – GRANT PAYMENT**

The mobility grants will be paid to recipients in two installments:

1. payment of 70% of the assigned grant before departure, once the financial contract has been duly completed and signed;
2. balance of the remaining amount due, equal to 30% of the allocated funding, once a final report has been submitted together with a [certificate of stay](#) completed and signed by the host institution, according to the guidelines that will be provided to grant recipients.

#### **Art. 7 – INFORMATION AND CONTACT DETAILS**

For further information, please contact:

##### **[PhD Office](#)**

Chiostrò S. Francesco, Via S. Francesco 22, Primo Piano (Scala A), Verona  
tel. 045 802 8591 (Monday to Friday, 9.00AM to 1.00PM)

[Service Desk](#) (login with **Student GIA account**, “id.....”) Area Ricerca > Dottorati > Bandi per mobilità internazionale riservati a Dottorandi.

The Procedure Officer, pursuant to and for the purposes of Law no. 241/1990 and subsequent amendments, is the Director of the Research Office, Mrs. Maria Gabaldo, Chiostrò S. Francesco, Via S. Francesco 22, 37129 Verona; tel. 045 8028591 email: [dottorati.ricerca@ateneo.univr.it](mailto:dottorati.ricerca@ateneo.univr.it)

Applicants may exercise their right of access to the documents of the selection procedures by submitting a request form that can be downloaded from: <https://www.univr.it/it/altri-contenutiaccesso-civico>.

#### **Art. 8 – PROCESSING OF PERSONAL DATA**

The personal data provided by students who apply for this Call for grants are processed in accordance with EU Regulation 2016/679 (hereinafter: “Regulation”) and in accordance with the current data protection legislation.

The processing of personal data is carried out by the University of Verona as Data Controller, pursuant to Art. 24 et seq. of the Regulation, for the purposes set out in the present Call, in the performance of its institutional functions.

Detailed information on the purposes of data processing, data recipients and the rights of Data Subjects is available on the University’s website: <https://www.univr.it/it/privacy>.

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*The official text of this Call for grants is drawn up in Italian language and available [here](#).*

*This translation provides a summary in English for information purposes only. In case of discrepancies, the Italian version will prevail.*