

Conditions of the Call for Doctoral School Research Grant for Predoctoral Research Visits for Doctoral Grantholders. - Year 2024

OBJECT

The aim of this call is to promote the training and knowledge of the predoctoral research Grant Holders, and also the dissemination of their research activity. The aim is to help the Grant Holders to make a **short lasted research visit in Universities or Research Entities** outside Catalunya.

NATURE AND CONDITIONS OF THE GRANT

This predoctoral research visit call intention is to cover some of the expenses by predoctoral research visits.

The beneficiaries of this type of grant are the Doctoral Grant holders of the Doctoral School, whose application of the predoctoral research visit has been formally accepted.

A **maximum of 12 weeks** of the total duration of the stay will be funded, and the maximum budget will be assigned in accordance with the host country, using the tables given in Appendix I of these rules. This amount **includes travel, accommodation and living expenses, and also the expenses associated with the stay.**

All the research visits must be approved by UOC, before presenting the application to the call, according to the University regulations. It is essential that the stay is carried out between January 1st, 2024 and December 31st, 2024.

The Doctoral Grant Holders who feature a grant for research visits will receive the approved amount by wire transfer with their payslip. For this reason, the expenses relating with the research visits must be managed by their own.

BUDGET

The **overall budget 2024** available for this year shall not exceed **81.000 €**. This amount is subject to the withholding of personal income tax and contribution that results from application in accordance with current legislation

REQUIREMENTS AND OBLIGATIONS

To receive a Doctoral School grant for the predoctoral research visit, the applicant must meet the following requirements and obligations:

- Completing the grant application form provided by the Doctoral School by entering to the GIR, at the “Portal Investigador”, and submit all the attached documentation stipulated on the form (both the documentation for submission when making the application and the documentation that should be sent after the research visit). It is necessary to take into account that it is indispensable to present the official acceptance of the University or Research Entity through which the Doctoral Grant Holder is made know about his/her research stay having been accepted.
- Not receiving other grant for the same item awarded by public or private institutions.
- It is essential that the associated expenses are incurred between 1 January and 31 December 2024.
- Having the scientific production up to date in the GIR.
- Expenses relating with congress assistance, meetings, seminars, etc., are excluded from this call.
- Non-EU foreigners who want to travel or carry out a research stay in which they must remain outside the country for more than 6 months, must previously contact the Personnel department at persones@uoc.edu to receive information and support on the procedure and the necessary documentation.

TIME LIMIT, FORMALISATION AND PROCESSING OF APPLICATIONS

The **period** for submitted will be open until the budget is exhausted and as maximum till November 1st, 2024.

The applications may **only be sent through the “Portal Investigador” at GIR tool**, login to the link “**Presentació de sol·licitud**” inside the call’s file.

Once the application has been completed at GIR tool, the applicant must send a message to the address internal_grants_ri@uoc.edu notifying his request.

The applicant, in a maximum of 5 working days after the submission, will receive a confirmation email, from the Research and Innovation Office (ARI), of the correct submission.

For additional information or resolve queries do not hesitate to contact internal_grants_ri@uoc.edu.

SELECTION

The Doctoral School will evaluate the applications for this call and will rule on the awarding of Grant covered by this call.

The decision will be communicated within 15th labour days of submitting their application.

The Doctoral School will take the following criteria into account when assessing the applications:

- The significance and scientific prestige of the host institution will be priced in relation in the area of specific research (this information will have to be proportionate and justified by the applicant).
- The requests linked to the research carried out within the framework of a project with competitive funding will have priority.
- In the case of a Doctoral Grant holder who wants to apply for more than one application, the first one will be prioritized.
- CV of the applicant of the grant. That information picked up and updated will only be valued on the Tool of Integral Management of the Research of the UOC (GIR).

GRANT AWARDED EXECUTION

The grant awarded to the applicant will be paid as a single payment as part of their salary. This amount will be subject to the corresponding income tax and social security payments as established in the labour regulations currently in force.

JUSTIFICATION

After attendance at the predoctoral research visit, the researcher responsible for the application must submit the following documentation within a maximum of three months:

- Report with a brief account of the opportunities detected (contacts, subjects, funding options, etc.) that may be linked to the UOC's research interests.
- Update of the information in the GIR with the details of the work presented at the event in question.

INTELLECTUAL PROPERTY RIGHTS

It is presumed that the Doctoral Student who applies for the grant, is the author, owner or is legally entitled to present the work. The Doctoral Student authorizes the Doctoral School to use the said work only for evaluation purposes in the aim of ruling on the awarding of Grant covered by this call as well as the dissemination of the distance mode Doctoral Students activity.

The Doctoral Student shall hold the Doctoral School harmless against any claims from third parties regarding the content of the Work or the use of the link to the website where the work is loaded.

DATA PROTECTION

In fulfilment of Organic Law 3/2018, of December 5, on protection of personal data and guarantee of digital rights and of Article 13 of Regulation (EU) 2016/679 of the European Parliament and of the Council, of 27 April, on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (hereinafter "GDPR"), we hereby inform the participating persons of the following aspects.

Data controller:

Fundació per a Universitat Oberta de Catalunya Avinguda del Tibidabo, 39-43, Barcelona
National tax ID number (NIF) G60667813.

In the event of having questions about the handling of personal information, you can contact the Data Protection Officer at email address dpd@uoc.edu.

Purpose of the processing:

Your personal data will be processed with the aim of organizing, managing and resolving the present Call for Doctoral School Research Grant for Predoctoral Research Visits for Doctoral Grantholders, (hereinafter "the Activity").

Legitimacy:

The organization, management and resolution of the Activity is based on the execution of the contract (the call for the Activity).

Conservation period:

The personal data will be kept during the necessary period of time to carry out the indicated purpose. At the end of the indicated period, the UOC will keep the personal data blocked during the period necessary to comply with the legal obligations that could generate legal responsibilities regarding the indicated purpose. When the responsibilities expire, the personal data will be permanently eliminated.

Security measures in place to protect personal data:

The UOC will treat personal data in the strictest confidence. It has also implemented appropriate technical and organizational measures to ensure the security of the data and prevent their destruction, loss, unlawful access or unlawful alteration. When determining these measures, criteria such as the scope, context and purposes of the processing, the state of the art and the existing risks have been taken into account.

Recipients:

If necessary, the UOC will disclose the personal data you send us through this form to other third parties in order to comply with any corresponding legal obligations.

The UOC has several providers that assist it in carrying out different tasks related to the processing of personal data.

Rights of interested parties:

You have the following data protection rights:

RIGHT	Definition
Right of access	Check what personal data is held.
Right to rectification	Modify personal data held when inaccurate.
Right to object	Request that personal data not be processed for some specific purposes.
Right not to be subject to an automated individual decision-making	Right not to be subject to a decision based solely on automated processing, including profiling, which produces legal effects concerning you or similarly significantly affects you.
Right to erasure	Request that personal data be deleted.

Right to restriction of processing	Request that the processing of personal data be limited.
Right to data portability	Request that the information available be delivered to them in a computer format.
Right to lodge a complaint with the competent authority	File a claim. Without prejudice to the exercising of your rights before the controller, at any time you may lodge a complaint with the competent authority to defend your rights through the website www.apdcat.cat .

To exercise such rights, send an email to fuoc_pd@uoc.edu, with the reference "Data Protection" attaching, if necessary, a copy of your identification document, as well as minimum content provided for in the applicable regulations. If the application does not meet the specified requirements, you may be required to amend it. The exercising of these rights is free, although a fee may be charged when applications are unfounded, excessive or repetitive.

JURISDICTION

These bases are governed by the laws of the Spanish State. Any dispute or litigation arising from these rules and the grants awarded will be submitted to the courts and tribunals of the city of Barcelona. Applicants and beneficiaries waive any other jurisdiction that may apply to them.

Barcelona,

Xavier Vilajosana Guillen
Vice Rector for Research, Knowledge Transfer and Entrepreneurship

APPENDIX I

The table below shows the maximum amounts that will be funded for travel between Barcelona and the host centre, depending on the distance shown by the Erasmus+ European programme's [Distance Calculator](#).

Distance between Barcelona and the host centre	Amount
Between 100 and 499 km	180 euros
Between 500 and 1,999 km	275 euros
Between 2,000 and 2,999 km	360 euros
Between 3,000 and 3,999 km	530 euros
between 4,000 and 7,999 km	820 euros
8,000 km or more	1,500 euros
European regions outside of the continent	Amount
Iceland, outermost regions and overseas regions	770 euros
Malta and Cyprus	720 euros

This table will also be taken into account for stays by researchers from other foreign institutions to calculate the maximum amount payable for travel between their place of origin and Barcelona.

The following table shows the maximum weekly sums that will be funded as living expenses, depending on the host country:

Country	Weekly stipend
Denmark, Finland, Ireland, Iceland, Liechtenstein, Luxembourg, Norway, the United Kingdom, Sweden, Canada, Japan, Australia, New Zealand, the United States, Israel and Switzerland	€300
Germany, Austria, Belgium, Cyprus, Spain, France, Greece, Italy, Malta, the Netherlands, Portugal	€250
Former Yugoslav Republic of Macedonia, Bulgaria, Croatia, Slovakia, Slovenia,	€200

Estonia, Hungary, Latvia, Lithuania, Poland, the Czech Republic, Romania, Turkey	
Other countries	€700 per month