



**MOBILITY OF DOCTORAL STUDENTS.
GRANTS FOR ATTENDANCE AT COURSES, CONGRESSES AND
CONFERENCES RELEVANT TO THE DEVELOPMENT OF DOCTORAL
THESES.
Call 2022**

In accordance with the provisions of the Rector's Resolution of 12 December 2007 (BOCyL of 27 December 2007), which publishes the Agreement of the Standing Committee of the Governing Council of the University of Valladolid approving the regulatory bases for research grants from the University of Valladolid, the Vice-Rector for Research, Innovation and Transfer, by delegation of the Rector of the University of Valladolid, following a proposal from the Research Commission, announces for the year 2022 grants for attendance at courses, congresses and conferences relevant to the development of doctoral theses, the awarding of which will be regulated by the provisions of the aforementioned Resolution and by this call, in accordance with the following rules.

BASIS

First. Object

1. The health situation that we are still experiencing as a result of COVID-19 continues to raise doubts about mobility as a result of the limitations imposed by the health authorities. In any case, and as was done in 2021, in order not to harm the training of UVA doctoral students, this vice-rectorate considers it necessary to continue to call for mobility grants in 2022. In any case, it is necessary that researchers who travel nationally or internationally respect the health recommendations and follow the protocols established by the authorities of the regions or countries to which they travel, as well as the indications regarding mobility of the authorities of Castilla y León. It will be especially important to take into account the possible covid tests, quarantines, the need for a covid passport, etc., which may be imposed by the health authorities. In addition, and given the ever-changing situation, special attention should be paid to the possible cancellation of trips or delays. We must appeal, in a very special way, to the individual responsibility of each researcher, so that only those applications that are strictly convenient and feasible to be carried out are submitted, for which each researcher must have the most up-to-date information on the destination.

2. The aim is to facilitate attendance at courses and conferences, as well as active participation in congresses, to be held between 1 January and 12 December 2022, in order to stimulate actions for the development of doctoral theses.



3. Exceptionally, due to the pandemic situation caused by covid-19, the funding of registrations for conferences held telematically will be included in this call for proposals.

4. The award will be carried out on a competitive basis and applying the principles of publicity and objectivity.

Second. Requirements for beneficiaries

The beneficiary must be enrolled, at the time of application and at the time of receiving the grant, in one of the doctoral programmes offered by the University of Valladolid.

Three. Financing of aid

The budget available for the mobility of doctoral students during 2022 amounts to a maximum of 120,000 €. An initial amount of **€40,000** will be allocated to aid for attendance at courses, conferences and symposia, charged to the budget application 180113463 A.2.06 480.05 of the UVa budget. In the event that the available budget is not used up, it will be accumulated with the rest of the grants for the Mobility of Doctoral Students and Doctoral Candidates. This call is conditional on the existence of adequate budget credit at the time of resolution.

Fourth. Conditions of the call

Taking into account budgetary constraints, each applicant may benefit from only one grant under this call.

2. The following are excluded from this call: courses organised or held at the UVa (as well as by the General Foundation of the UVa or by the UVa Science Park Foundation), language courses, basic computer courses, doctoral courses from other Universities and Masters and Postgraduate Courses.

3. The beneficiaries of these grants may not benefit from a grant for Short Stays in the development of Doctoral Theses from call 2022 of the Vice-Rectorate for Research, Innovation and Transfer of this University. In the event of being the beneficiary of both, they must renounce one of them within 10 days of the publication of the provisional resolution, with the higher amount being granted if they do not expressly renounce.

4. Attendance at scientific congresses **in which the person concerned has no active participation** (no communication, paper, poster, etc.) is excluded.

5. Those who hold a doctorate degree on the dates of the congress, course or conference are not eligible for these grants.



6. The beneficiaries must be enrolled in the UVa doctoral programme on the closing date for the submission of applications and on the dates of the course, conference or conference. Otherwise, they will lose the right to receive the grant. This aspect will be checked ex officio by the competent body for the instruction of the procedure.

7. With regard to health care, it should be borne in mind that **before starting the trip**, the beneficiary must obtain in Spain the card accrediting his/her right to health care on behalf of the Spanish Social Security or take out insurance for this purpose, without which he/she should not make the trip. The beneficiary may take out travel insurance that UVa has negotiated with an insurance company, the information on which will be provided to beneficiaries in the award decision.

8. In the event that the authorities of the receiving country require a negative Covid-19 PCR test as an entry requirement, the beneficiary of this grant may consult with the International Relations Service to see if there is financial assistance from UVa to fund such a test.

9. No changes to the requested congress will be authorised after the end of the application period.

10. In the event of waiver of the aid granted, the interested party shall notify the Research Support Service on the standard form. If the waiver is not formalised within a maximum period of 10 days following the dates communicated in the application for the event to take place, it will be understood to have been enjoyed for all purposes.

11. The beneficiary must be aware of and respect the conditions of international mobility, as well as the instructions of the host country and the host institution, issued by the authorities to manage the current social and health situation.

Fifth. Expenditure eligible for support and amounts

1. Expenses attributable to the following items may be paid: registration (also for congresses and conferences to be held telematically), accommodation and travel (with the limits established in Royal Decree 462/2002, of 24 May, on allowances for reasons of service).

2. The amount of the grants will be proposed by the Research Commission according to the venue of the event. The maximum amounts shall be as follows:

- a) Spain and Portugal: up to €300.
- b) Rest of Europe: up to €600
- c) Rest of the world: up to €1,200.

These amounts include the costs incurred as a result of the current socio-health situation.



3. This aid may be compatible with any other similar aid, provided that the total economic amount of the activity is not exceeded, which will be subject to the maximum legal limits in force.

4. These grants are exempt from Personal Income Tax in accordance with the provisions of Article 7.j) of Law 35/2006, of 28 November, on Personal Income Tax and partial amendment of the laws on Corporate Income Tax, Non-Resident Income Tax and Wealth Tax.

5. The aid will be paid directly to the beneficiary, and it will not be possible to formalise expenses paid from the budget of the University of Valladolid or from research projects.

Sixth. Call for applications and deadline for submission of applications

1. The call will be published in the National Grants Database and an extract of its contents in the BOCyL. It will also be published on the UVA's electronic notice board: <https://sede.uva.es> (Official notice board / Research) and on the UVAInvestiga website.

The deadline for submitting applications will be 20 working days, starting at 9:00 a.m. on the day following the publication of the extract of this call in the BOCyL, and ending at 2:00 p.m. on the last day of the period (local time in both cases). With regard to the calculation of deadlines, the provisions of article 31.2 of Law 39/2015, of 1 October, shall apply.

Seventh. Form of submission of applications

1. In attention to the technical capacity of the possible persons interested in participating in this call, the application must be formalised in the model available at the UVA E-Office, at the address <https://sede.uva.es>, accompanying the documentation required in this call, available at the same address in the case of standard models. You must access the "**citizen folder**" and, after identifying yourself, choose the option "start procedure", or "continue procedure" if it has been started previously. From the catalogue of active procedures, choose [Aid for attendance at courses, congresses and conferences in the development of doctoral theses](#). Once the application has been completed, the documents indicated in base eight must be attached.

2. Preferably you need to have an electronic signature certificate to access the procedure. After authenticating with an electronic signature certificate you will have access to the procedure. It is important to read the "**help instructions**", where you can obtain information on the procedure for attaching documents and how to continue or consult an application that has already been started. Please note that the maximum number of documents that can be attached to an application is 10 and that they cannot take up more than 10 MB in total.



3. Applicants who do not have an electronic signature may access this procedure by obtaining a user through the Unified Register of Applicants of the University of Valladolid (RUS) at the following address: ACCESS RUS-UVA. If the applicant is already a student, or member of the PAS/PDI of the UVA, you should not use RUS. Nor should it be used if you have a digital certificate, electronic ID or user/user of the [Cl@ve](#) system. Applications submitted in this way will produce the same legal effects as those formulated in accordance with article 16.5 of Law 39/2015, of 1 October, of the Common Administrative Procedure of Public Administrations.

4. Applicants must check at the electronic headquarters (<https://sede.uva.es>), within the first days of the deadline and prior to filling in the documentation, that the computer equipment to be used to electronically register the documentation meets the minimum requirements.

5. The e-mail address soporte-sede@uva.es will provide assistance in resolving technical incidents that may arise for interested persons as a support for possible queries relating to data recording.

6. A copy of the registered document can be obtained in the same Virtual Office, in the "file consultation" section.

7. **Only one application** shall be submitted for each interested party. If more than one application is submitted, only the last one will be considered, according to the order in which it was registered.

8. When an unforeseen technical incident or a necessary planned technical maintenance action has prevented the ordinary operation of the UVA's electronic office or the system or application corresponding to the General Electronic Register, an extension of the deadlines that have not yet expired may be agreed. If the technical incident occurs within the last twenty-four hours of the established deadline, the deadline will be automatically extended by twenty-four working hours, counted from the end of this period. If, once this period has been extended, it is foreseen that the technical incident may persist beyond those twenty-four working hours, the competent body for each procedure may agree, expressly and with reasons, to extend the period under the terms of article 32 of Law 39/2015, of 1 October. In all cases, both the technical incident or prior notice of planned unavailability and the specific extension of the deadline, with reference to the procedures affected by such extension, must be published in the electronic headquarters.

Eighth. Content of applications

1. Applications must be accompanied by the following documents:
 - a) Research activity self-assessment sheet (Annex 1).
 - b) Report on the relevance of the course, congress or conference issued by the Director of the Doctoral Thesis (according to model CU-Thesis Director Report) including website address.



- c) If you are attending a conference, document of acceptance of your active participation in the conference (e-mail, letter of justification, etc.). If this document is not available when the application is made, it must be presented at the time of justification if the grant is awarded.
 - d) Certificate of being up to date with their obligations to the AEAT and Social Security.
2. For the purposes of the evaluation process, only activities carried out during the period of enrolment in the doctoral programme and up to 31//201221 will be taken into account, provided that they have been entered and accredited in the institutional application "SIGMA-DOCTORADO" before 28/0/20222. This aspect cannot be corrected at a later date.

Ninth. Instruction and resolution of the procedure

1. The body responsible for the investigation and organisation of the procedure shall be the Research Support Service.
2. The Research Commission of the UVa Governing Council shall be responsible for the study and assessment of the applications, for which it may be advised by experts.
3. The proposed resolution formulated by the Research Commission shall be published on the UVa's electronic notice board. A period of ten days from the day following the date of publication shall be allowed for the submission of allegations.
4. The rectoral resolution that ends the procedure shall be published on the aforementioned electronic notice board. It may list the grants on the waiting list which, following the order of the points obtained, will replace those granted in the event of resignations or other circumstances.

Tenth. Publication of grants

1. Pursuant to the provisions of Article 43 of Law 39/2015, of 1 October, on the Common Administrative Procedure for Public Administrations, notifications will be made by publication on the UVa's electronic notice board, and will have all the effects of notification.
2. When filling in the application form, the interested parties must indicate an e-mail address where they can be notified of any incidents in the procedure. In such a case, the investigating body will send the interested party a message, via e-mail, informing him/her that this new action has taken place and that he/she can obtain reliable and detailed information about it by accessing <https://sede.uva.es>.

Eleventh. Assessment criteria



1. The study and evaluation of the proposals submitted will be carried out by the Research Commission. Applications will be evaluated out of a maximum of 100 points, according to the following score:

- a) Scientific history of the applicant during the period in which he/she has been enrolled in the doctoral programme and up to 31//201221. This history will be obtained from the document of activities of the doctoral student (DAD) uploaded to the institutional application "SIGMA-DOCTORATE". Up to 70 points will be assigned, according to the following weighting:
 - i. Scientific publications: up to 10 points.
 - ii. Attendance at conferences and presentation of papers: up to 25 points. It will be assessed whether it has been national or international and whether a paper, poster or attendance only has been presented.
 - iii. Attendance at courses and conferences: up to 25 points.
 - iv. Stays in other research centres or universities during the doctoral period: up to 10 points.

Only publications and conference attendance that are accredited in the DAD will be considered. Publications must be accredited with a link to the address of the repository where they are hosted. Only exceptionally, if the resource is not published electronically, the full text in pdf format may be included. Attendance at conferences must be accredited with a certificate of attendance and/or presentation of a paper.

- b) Relevance of the Congress attended (Annex 1): 15 points.
- c) Type of participation of the candidate: 15 points. The type of participation in the event will be taken into account. In the case of congresses, it will be assessed whether the presentation is oral or poster.

2. In the event of a tie in the last places, the tie-breaking criterion will be the highest mark obtained in each assessment criterion, taken in the same order in which they are listed in this section. If a tie persists, it will be awarded to the person of the gender least represented on its list of admitted persons (excluding those who have tied) and in the event that they are all of the same gender, to the person who first submitted the application, taking as a reference the date and time of registration.

Twelfth. Obligations of the beneficiary

1. Carry out the activity on the basis of which the aid was granted to a satisfactory standard and justify the aid within the established time limit and in the established manner.

2. Make reference to the grant in the publications and other results that may be derived from the research activities carried out during the period of enjoyment of



the grant. The words MOBILIDAD DE DOCTORAROS Y DOCTORANDAS UVa 2022 must appear.

3. Complete and submit the documents required in this call for applications, as well as any other document that may be required for the purposes of receiving the aid.

4. Within a reasonable period of time (6 months) the beneficiary must upload the preprint to the UVaDoc repository.

Thirteenth. Deadline and form of justification

1. The subsidised activity shall be justified within 10 days following the end of the event attended, or within 10 days following the award of the grant, as appropriate, by providing the following documentation:

- a) Certificate of Attendance or Certificate of Participation in the case of Congresses.
- b) Responsible declaration of expenses (Form CU-responsible declaration).
- c) UVa form for the payment of the aid (Form CU-Justification).
- d) Original tickets and invoices (for travel, accommodation and, if applicable, registration).

2. Beneficiaries who have not provided full justification for the activity by 21 December 2022 (date of entry in the register) will lose their entitlement to payment.

Fourteenth. Resolution period and custody of documentation

1. The deadline for issuing and publishing the resolution of this call for applications will be a maximum of 6 months from the end of the deadline for submitting applications. Once this period has elapsed without an express decision having been issued and notified, the applications will be understood to have been rejected by administrative silence, in accordance with the provisions of Law 38/2003, of 17 November, General Law on Subsidies.

2. Documentation corresponding to rejected applications shall be destroyed in accordance with UVa's document management policy.

Fifteenth. Personal data protection measures

1.- The personal data resulting from this call for applications will be treated confidentially and will be incorporated into processing files owned by the University of Valladolid, for the purpose of resolving the call for applications. They will be kept for the time necessary to fulfil this purpose and the data of the contracts awarded will be kept for the appropriate certification and statistical purposes.



2.- In accordance with the provisions of Regulation (EU) 2016/679, of 27/04/2016, interested parties may exercise their rights of access, rectification, erasure and portability of their data, of limitation and opposition to its processing, as well as not to be subject to decisions based exclusively on automated data processing, by the following means:

- By e-mail to: vicegerente.asuntos.generales@uva.es.
- In writing, addressed to the General Secretariat of the University of Valladolid, Plaza del Colegio de Santa Cruz, 8, 47002 Valladolid.

3. Further and more detailed information on UVa Data Protection can be found at: <https://secretariageneral.uva.es/competencias/proteccion-de-datos/>.

Sixteenth. Gender issue

In coherence with the value of gender equality assumed by the University, all the denominations that in this resolution are made in the masculine gender, when they have not been substituted by generic terms, will be understood to be made indistinctly in the feminine gender.

Seventeenth. Resources

A contentious-administrative appeal may be lodged against this call for applications, which is final and exhausts the administrative procedure, within two months of the day following its publication, with the administrative court in Valladolid. Alternatively, an appeal for reconsideration may be lodged with the Rectorate of the University of Valladolid within one month of the day following publication. In this case, the aforementioned contentious-administrative appeal may not be lodged until an express decision has been taken or the appeal for reconsideration has been rejected.

In Valladolid, on the date of electronic signature

The Rector

(By delegation, R.R. 06/08/2020, BOCyL of 02/09/2020)

The Vice-Rector for Research, Innovation and Transfer

Oscar Martínez Sacristán