



**MOBILITY OF DOCTORAL STUDENTS.  
SUPPORT FOR SHORT STAYS IN 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 by which the regulatory bases for research grants of the University of Valladolid are approved, the Vice Rector for Research, Innovation and Transfer, by delegation of the Rector of the University of Valladolid, following the proposal of the Research Committee, announces a call for applications for 202 grants for short stays for the development of doctoral theses, 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 short stays in 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 undermine the possible research stays necessary to stimulate the internationalisation activity 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 make any national or international travel respect the health recommendations and follow the protocols set by the authorities of the regions or countries to which they travel, as well as the indications relating to 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 updated information on the destination.

2. The purpose of the call is to carry out stays in national or foreign centres, aimed at reinforcing the training of the applicant by working in research laboratories



or scientific facilities, consulting bibliographic or documentary collections or learning beneficial instrumental or methodological techniques directly related to the subject of the doctoral thesis.

3. The grants will be intended to finance the transport and living expenses arising from the stay in the centres indicated, which are located in a different locality to that of the centre where the research work is being carried out. In this sense, stays at another campus of the University of Valladolid may not be proposed.

4. Stays shall be at a single research centre, shall have a minimum duration of one month and a maximum of four months, and must coincide with the academic periods and/or ordinary activity of the host centres. Any interruption in the stay must be authorised in advance by the Vice-Rector for Research. Absence from the stay without authorisation will entail the loss of the right to receive the full amount of the grant.

5. Doctoral students with an international co-supervision agreement in force at the closing date of the application period may apply for an extension of the stay to 6 months, provided that the following conditions are met:

- a) Not having previously benefited from a mobility grant in this call in previous years for short stays.
- b) The University of Valladolid must be the home university of the doctoral student.
- c) The purpose of this extension must be to fulfil the requirement set out in the co-supervision agreement to carry out a stay at the other institution participating in the agreement.
- d) The applicant must have a favourable report from the Doctoral School and the Director of the Thesis justifying the extension request academically and financially. In the economic justification, it will be assessed whether the costs of a second trip are significant and can compensate for the additional costs of board and lodging.

If this extension of the stay is granted, the beneficiary will not be able to benefit from another mobility grant for short stays announced by the Vice-Rectorate for Research, Innovation and Transfer during the remainder of the doctoral period.

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

7. Selected candidates may also apply for an ERASMUS+Traineeship grant, provided they meet the requirements established by the ERASMUS+ Programme and their stay takes place in a country that is part of the EHEA, or the International Internship programme funded by the call of the Vice-Rectorate for Internationalisation if their destination is not a country of the EHEA. To do so, they should contact the International Relations Service immediately after the awarding of these Short Stay Grants. The International Relations Service will inform you of the conditions and procedures for applying for these grants.



8. The amount of the grants obtained for the same stay may in no case exceed the amount actually spent by the doctoral student. In the case of several grants, a single justification will be made and the managing services will pay the corresponding amount up to the total amount justified. The amount corresponding to the country of stay, in accordance with RD 462/2002 and the certified days, will be taken as a reference for the costs of the stay.

### *Second. Beneficiaries*

To benefit from these grants, the beneficiary must be enrolled in any of the doctoral programmes offered by the University of Valladolid, both at the time of application and at the time of the stay. Those doctoral students on contracting programmes that have their own mobility programme cannot be beneficiaries of these grants, except for those beneficiaries of the Ministry of Universities' pre-doctoral contracting programme who are, at the date of application, in the third or fourth year of the contract and have not obtained a mobility grant from their call for applications. In the event of obtaining support in the current year in both calls, they must opt for one of them.

### *Three. Financing of aid*

The budget available for the mobility of doctoral students for 2022 amounts to a maximum of 120,000 €. For grants for short stays, an initial amount of **80,000 euros** will be allocated from the budget application 180113463 A.2.06 480.05 of the UVa budget for 2022. In the event that the available budget is not exhausted, this 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*

Each applicant may benefit from only one grant under this call for proposals.

2. Those who hold a doctoral degree at the time of the short stay shall not be eligible for these grants.

3. The beneficiaries of these grants may not benefit from a grant for attendance at courses, congresses and conferences relevant to 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, one of them must be waived within 10 days of the publication of the provisional resolution, and the higher amount will be granted if the beneficiary does not expressly waive it.

4. Grants for attendance at and participation in conferences, seminars, courses or other types of work and coordination meetings are expressly excluded.



5. The beneficiaries must be enrolled in the doctoral programme on the closing date for the submission of applications and on the dates covered by the period of the short stay. Otherwise, they will lose the right to receive the grant. This aspect will be checked ex officio by the body responsible for the investigation of the procedure.

6. This aid may be compatible with any other similar aid for the same activity, provided that the total amount of the activity is not exceeded.

7. Stays shall take place between 1 January and 12 December 2022 and shall be carried out in a single trip, which may not be split into several stages, nor shall more than one round trip be paid for.

8. 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 their right to health care on behalf of the Spanish Social Security or take out insurance for this purpose, without which they should not make the trip. In this regard, the beneficiary may take out travel insurance that UVa has negotiated with an insurance company, information on which will be provided to beneficiaries in the grant decision.

9. 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.

10. In the event of waiver of the aid granted, the interested party shall notify the Research Support Service on the standard form. In the event that the waiver is not formalised within ten days of the end date of the stay indicated in the application, it shall be understood to have been enjoyed for all purposes.

11. The beneficiary must know 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 socio-health situation.

### ***Fifth. Expenditure eligible for support and amounts***

1. The amount of the grants will be proposed by the Research Commission according to the duration and the place of destination of the stay. The maximum amounts shall be as follows:

(a) The following gross amounts shall be granted for board and lodging per month of the duration of the stay, or the proportional part thereof:

- i. Stays in Spain: up to €400
- ii. Stays abroad: up to 700 €.



The maintenance allowance is paid only for the days between the dates stated on the certificate of stay. This amount includes expenses incurred as a result of the current socio-health situation.

(b) The transport allowance shall be the amount actually paid for the means of transport used. The maximum amount shall be fixed according to the place of employment:

- i. Spain and Portugal: up to €300
- ii. Rest of Europe: up to €600.
- iii. Rest of the world: up to €1,200.

Only expenses corresponding to the outward and return journey of the beneficiary for the purpose of carrying out the funded stay may be charged to the transport grant. Trips made during the stay, even if they are for reasons related to the project, or daily travel expenses to the centre, cannot be included. Health expenses necessary for travel may be included in this amount provided that they are compulsory and an invoice is provided.

2. For the apportionment of the amounts to be received for incomplete months, such months shall always be considered to be 30 days.

3. This aid is 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 modification of the laws on Corporate Income Tax, Non-Residents' Income Tax and Wealth Tax.

4. 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 short stays 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>), 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](mailto:soporte-sede@uva.es) will provide assistance in resolving technical incidents that may arise for interested parties as a support for possible queries regarding 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, this deadline will be automatically extended by twenty-four working hours, counting 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) Acceptance document of the receiving researcher. This document will include the identification codes of the receiving researcher (ORCID, Research ID or Scopus Author ID).
  - b) Work plan, according to the model ([Appendix 1](#)) with the approval of the thesis Director.
  - c) Research activity self-assessment sheet (Annex 2).
  - d) Certificate of being up to date with their obligations to the AEAT and Social Security.
  - e) For students with an international co-supervision agreement in force who wish to apply for an extension of the stay to 6 months, a document with the application and a favourable report from the Doctoral School and the Director of the thesis.
  - f) Where applicable, official diplomas accrediting knowledge of languages.
2. If electronically signed documents are attached, they must first be run through a pdf printer to affix the first signature.
3. 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 validated in the institutional application "SIGMA-DOCTORADO" before 28/0/20222. This aspect cannot be corrected at a later date.
4. The submission of the application will entail the applicant's authorisation for the examining body to consult, check, obtain or request the information contained in his or her doctoral file.

### *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 will be published on the Official Bulletin Board of the UVa's electronic headquarters. A period of ten days will be opened, starting from the day after the date of publication, to present allegations. These allegations may be assessed by the Academic Committee of the corresponding doctoral programme, prior to the adoption of the appropriate decision.

4. The rectoral resolution that ends the procedure shall be published on the aforementioned official 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 of Public Administrations, notifications will be made by publication on the Official Notice Board of the UVa's electronic headquarters, with all the effects of notification.

2. When completing the application, 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 150 points, according to the following criteria:

- a) Applicants who have not received this or equivalent support in the past will be awarded 50 points.
- b) The applicant's scientific history during the period in which he/she has been enrolled in the doctoral programme and up to 31/02/2021. This history will be obtained from the document of activities of the doctoral student (DAD) uploaded to the institutional application "SIGMA-





DOCTORADO". Up to 50 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 20 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 20 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.

- c) Language skills attested by official qualifications: up to 10 points (to be documented).
- d) Relevance of the receiving researcher according to the information obtained through his/her ORCID, Research ID or Scopus Author ID: 20 points.
- e) Work plan to be carried out during the stay: 20 points.

2. In the event of a tie in the last places, the tie-breaking criterion will be the highest mark obtained in each evaluation criterion, taken in the same order in which they are listed. If a tie persists, it will be awarded to the person of the gender least represented on the list of persons admitted (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 prescribed period and in the prescribed manner.

2. Express mention of the aid received in their publications and in other research results that may be derived from such research activities. The words MOBILIDAD DOCTORANDAS DOCTORANDAS UVa 2022 must appear.

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

4. The stay must be carried out effectively in the country of destination, subject to the social and health rules of the host country and institution.



### ***Thirteenth. Deadline and form of justification***

1. The subsidised activity shall be justified within 10 calendar days following the end of the stay, providing the following documentation:

- a) Report of activities carried out, maximum 2 pages (Form EB-memoria)
- b) Certification of the stay, in accordance with the standard form.
- c) Justification with tickets and invoices for travel expenses.
- d) UVa form for the payment of the aid (Form EB - justification).

2. The degree of coincidence of the work plan with the justification presented, especially the activity report, will be verified. If, in the opinion of the Research Commission, the purpose of the stay has not been fulfilled, a penalty of up to 50% of the corresponding amount may be applied.

3. The amount of the aid shall be paid once the activity has been carried out and justified; however, the Management, through the administrative services, may advance up to 80% of the total amount granted.

4. Beneficiaries who have not fully justified the activity before 21 December 2022 (date of entry in the register) will lose the right to payment and will have to repay the advance, if applicable.

### ***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](mailto: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