

## **Conditions of the Call for Doctoral School Research Grant for the Mobility and Predoctoral Research Visit for Doctoral Students.- Year 2015**

### **OBJECT**

The aim of this call is to promote the dissemination of the distance mode Doctoral Students activity in specialist forums and the predoctoral research visit at universities, research centers and other proper institutions. The aim is to facilitate attendance **at congresses, conferences, predoctoral research visits and other types of scientific meetings where results of the research will be presented.**

### **NATURE AND CONDITIONS OF THE GRANT**

This mobility call comprises attendance at congresses, conferences, predoctoral research visits and other types of scientific meetings. In this case the intention is to cover some of the expenses incurred by attendance at congresses, conferences, predoctoral research visits or other types of scientific meetings, to improve the result of the thesis research.

The beneficiaries of this type of grant are the distance mode Doctoral Students of the Doctoral School, whose submission of an application, communication, poster or direct participation in a congress, conference or other type of scientific meeting has been formally accepted.

When the presented work has several authors, an only help will be adjudicated to that designated person by the rest of authors.

The derivative expenses are excluded from the grant of assistance to courses or the assistance to a congress, day or other types of scientific meetings in which has not been accepted to the applicant of the grant the presentation of a communication, poster, etc. However, requests related with displacements in motive of the development of theirs theses will be permit including the realization of fieldwork.

The grant includes the following items and amounts always bearing in mind the documents UOC "*Política de viatges gener 2013*".

**a)Registration fee (if appropriate)**

**b)Travel by air or train**

**c)Accommodation**

**d) Living expenses and minor transport expenses**

Reserving journeys (by plane or train and the hotel) and the payment of the registration fee must be made in accordance with the purchasing procedure for the OSRT.

Expenses relating to the registration fee, travel and accommodation must be duly justified to the OSRT within the 15 days after the journey has taken place. For travel by plane or train, plane tickets and boarding passes or the corresponding ticket must be presented.

## **BUDGET**

The budget available for this call of 2015 is €300 gross for twenty grants. The overall budget 2015 available for all Doctoral School Grants is 41,544 Euros. The grants for mobility and research visits shall not exceed 6,000 Euros.

## **REQUIREMENTS AND OBLIGATIONS**

To receive a Doctoral School grant for the Mobility and Predoctoral Research Visit, the applicant must meet the following requirements and obligations:

- Completing the grant application form provided by the Doctoral School by sending to [suport\\_admrecerca@uoc.edu](mailto:suport_admrecerca@uoc.edu), 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 organisation of the event). Is necessary to take into account that it is indispensable to present the official communication of the organizing organization the act through which the researcher is made know about his/her communication or presentation of results 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 2015.
- Having the scientific production up to date in the Record of Activities document.

## **TIME LIMIT, FORMALISATION AND PROCESSING OF APPLICATIONS**

The **period** for submitted will be open until the budget is exhausted and as maximum till 1<sup>st</sup> November 2015.

The applications may **only be sent through** [suport\\_admrecerca@uoc.edu](mailto:suport_admrecerca@uoc.edu) email address. The applicant, in a maximum of 2 working days after the submission, will receive a

confirmation email, from the Research and Transfer Support Office (OSRT), of the correct submission.

For additional information or resolve queries do not hesitate to contact [suport\\_admrecerca@uoc.edu](mailto:suport_admrecerca@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 15<sup>th</sup> labor days of submitting their application.

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

- International Congress will be prioritized.
- The significance and scientific prestige of the act will be priced in relation in the area of specific research (this information will have to be proportionate and justified by the applicant).
- The congresses with Scientific Committee and explicit systems of revision will be prioritized as well as the significance and prestige of the institution or organizing scientific society.
- The requests linked to the approved Research Plan.
- In the case of a Doctoral Student who wants to apply for more than one application, the first one will be prioritized.
- Accepted congress or conference application, communication, poster or direct participation. In case of predoctoral research visit a host institution invitation letter will be required.
- Thesis Supervisor authorization letter.

## **JUSTIFICATION**

After attendance at the seminar/congress, the researcher responsible for the application must submit the following documentation within a maximum of three months:

- Copy of the certificate issued by the organizing body proving that they have submitted the communication, paper, etc.
- 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 Record of Activities document.