



UNIVERSITAT ROVIRA I VIRGILI  
Programa de Doctorat  
d'Estudis Humanístics

## **GRANTS FOR THE DEVELOPMENT OF ACTIVITIES OF DOCTORAL STUDENTS OF THE URV'S HUMANISTIC STUDIES PROGRAMME**

### **1. OBJECT**

The purpose of these rules is to regulate the financial aid that the Doctoral Programme in Humanistic Studies intends to allocate to promote the organisation of academic activities by doctoral students that have an impact on their training as such.

### **2. BENEFICIARIES**

Doctoral students of the Doctoral Programme in Humanistic Studies may be beneficiaries of the grants.

### **3. AMOUNT OF THE AID**

The financial aid per activity may be up to 70% of the total budget with a maximum of 600€, depending on the scale obtained from the application of the criteria set out in base number 6.

In the event that unforeseen expenses are incurred, the beneficiaries will be responsible for them. Each beneficiary may receive support for a maximum of 2 activities.

### **4. SUBMISSION OF APPLICATIONS AND DOCUMENTATION**

There are two deadlines for the submission of applications, before 31 May and before 30 November.

Applications for grants must be submitted according to the standard application form (attached to this call for applications) to the URV's General Registry.

Applications must be addressed to the Chair of the Academic Committee of the Doctoral Programme in Humanistic Studies.

All applications must contain the approval of the student's thesis supervisor(s).

The following documentation must be attached to the applications:

- a) The project for which the aid is requested, describing the activity, the objectives pursued, the date or dates on which it will be carried out, the place, the detailed budget and the request for aid.
- b) Declaration of the existence of other grants or aid, whether public or private, national or international, for the same concept, indicating the programme to which it applies, the

amount requested, the percentage they represent of the total cost of the project and whether they are at the application or award stage.

If the application does not meet the requirements established in this base, the applicant will be required, within ten working days, to correct the defect or attach the required documents, indicating that, if he/she fails to do so, he/she will be considered to have withdrawn his/her application, with prior resolution, in accordance with the provisions of article 71 of Law 30/1992, of 26 November, on the legal regime of public administrations and common administrative procedure.

## **5. AWARD PROCEDURE**

The Academic Committee of the Doctoral Programme in Humanistic Studies will be the competent body for the processing and resolution of the procedure.

The Assessment Committee, taking into account the award criteria set out in base 6, will draw up a report specifying the result of the assessment and will issue the corresponding resolution, duly motivated.

The decision to grant or refuse aid must be reasoned, and must at least contain the identification of the beneficiary to whom the aid is granted, the amount, the evaluation obtained and the percentage of the budget of the activity that is the object of the aid. The decision to grant aid shall be subject to the availability of funds.

## **6. CRITERIA FOR EVALUATION**

The evaluation criteria for these grants are as follows:

1. Diversity of the teaching to which the aid is addressed.
2. Duration of the activity.
3. Origin of the speakers.
4. National or international nature of the activities

## **7. REVIEW**

The Academic Committee of the Doctoral Programme in Humanistic Studies may review grants already awarded and modify its resolution in the event of changes to the conditions or the concurrent receipt of other grants.

## **8. OBLIGATIONS OF THE BENEFICIARIES**

The beneficiaries of these grants have the following obligations:

- a) To carry out the activity proposed in the call for applications on which the grant was awarded and to accredit this to the Academic Committee of the Doctoral Programme in Humanistic Studies.
- b) To carry out the activity in the facilities available to the URV on the various campuses. In the event that another location is proposed, the need for this must be justified in the documentation presented when applying for the grant.
- c) Justify to the awarding body compliance with the requirements and conditions that determine the granting or use of the grant, by means of supporting documents for the expenses or the activity to be covered by the amount financed, or, if the grant consists of a percentage of the cost of the activity or investment, the corresponding total cost, without prejudice to other means of verification that have been established in the regulatory bases.
- d) Justify to the Academic Committee of the Doctoral Programme in Humanistic Studies the existence of co-funding, which is considered obligatory for the granting of the aid.
- e) Notify the Academic Committee of the Doctoral Programme in Humanistic Studies of any alteration that affects the requirements and conditions taken into account for the granting of the aid. This communication shall be made as soon as it is known and, in any case, before the justification of the application.
- f) To include the support of the Doctoral Programme in Humanistic Studies in the material used to disseminate the activity.
- g) To propose to the Academic Committee of the Doctoral Programme in Humanistic Studies any change that, within the same purpose, may occur in the allocation of the grant, which, if necessary, must be expressly authorised by the awarding body.
- h) To report all incidents relating to the subsidised actions.
- i) To keep the documents justifying the application of the funds received for the applicable legal period.
- j) To repay the funds received in the event of renewal.
- k) Not to subrogate the management of any aspect of the activity that is the object of the grant.
- l) To comply with any other legal or regulatory obligation that may affect

## **9. DEADLINE FOR COMPLETION OF THE ACTIONS**

The actions that are the object of these grants must be carried out during the academic year of the call for applications.

## **10. PAYMENT**

If you are awarded the grant, once the activity has been carried out and before the end of the academic year of the call, you must justify the full amount of the grant by means of original invoices. The transfer of the amount awarded will be made once the relevant original invoices accrediting the expenditure have been submitted to the Secretary's Office of the Department of Romance Languages.

In the event that the activity has not been carried out or not all the invoices supporting the expenses generated for its execution have not been provided, the Academic Committee of the Doctoral Programme in Humanistic Studies may cancel all or part of the grant in proportion to the accredited expenses.

When the Academic Committee of the Doctoral Programme in Humanistic Studies decides to cancel the grant in full, the beneficiary will be obliged to return the amount received within a maximum period of 30 days from the notification of the decision. In the event of a decision to partially cancel the grant, the beneficiary will only be entitled to receive the proportional part of the grant, and must return, within a maximum period of 30 days from the notification of the decision, the difference that has been overpaid.

## **11. CHARGEABLE EXPENSES**

The following expenses are considered to be chargeable expenses in these grants: those directly linked to the carrying out of the activities: travel, accommodation and allowances for speakers, payment of presentations and publicity.

## **12. ACCREDITATION**

The beneficiaries of the grants must submit, together with the application form, a supporting account with proof of expenditure.

## **13. GROUNDS FOR REVOCATION**

Failure to comply with all the obligations set out in base 8 is grounds for revocation of the grants regulated in these rules.

## **14. WAIVER**

Beneficiaries may expressly waive, totally or partially, the grants awarded and, to this effect, the body that awarded them will issue the corresponding resolution.

**15. INCOMPATIBILITY AND CONCURRENCE**

Under no circumstances may the amount of the grants awarded be such that, alone or in competition with grants or subsidies from other public or private, national or international entities, it exceeds the cost of the activity to be carried out by the beneficiary.

Tarragona, April 2025