

**ANNEX V-B
RESEARCH COMMISSION DATED MAY 10th, 2022**

GRANTS FOR THE STAY OF UKRAINIAN RESEARCHERS AT THE UNIVERSITY OF ALCALÁ

1. Purpose of the call

The purpose of this call is to contribute to the support of Ukraine within the framework of the Institutional Declaration of the University of Alcalá in the face of the invasion of Ukraine, through 10 mobility grants for Ukrainian researchers.

This call is financed from the budget application 30400M000 541A 64500.

2. Admission requirements for candidates

- 2.1 The candidate must be a Ukrainian researcher with a Ph. D.
- 2.2 Reside and carry out their profession habitually in Ukraine.
- 2.3 Collaborate with a researcher who has an official or contractual relationship with the University of Alcalá (hereinafter, the researcher in charge in the UAH).

3. Modalities of participation

Two modalities of participation are foreseen:


- Modality A: Application presented by the responsible researcher of the UAH, with the approval of the Ukrainian researcher.
- Modality B: Application presented by the Ukrainian researcher, with the approval of the responsible researcher of the UAH. In the event that the submitted application does not contain the approval of a responsible UAH researcher, the Research Management Service will contact the potentially interested UAH research groups. In any case, for the application to be finally admitted for processing and evaluated, it must have the approval of a responsible researcher from the UAH on the date of resolution.

4. Deadline for submitting applications

4.1 The deadline for submitting applications will remain open from the date of publication of the call until **June 23, 2022**

4.2 Applications will be submitted through the 'Calls' option available on the Researcher's Portal, attaching the following documents:

- a) Photocopy of the passport of the Ukrainian researcher.
- b) Support documents of the residence of the Ukrainian researcher in Ukraine or, failing that, a sworn statement.

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- c) Support documents of the family bond in the event that the researcher is accompanied by a first-degree relative by consanguinity or affinity.
- d) Support documents of the Ukrainian researcher's doctoral degree.
- e) Curriculum vitae of the Ukrainian researcher.
- f) Brief report of the work to be carried out during the stay, signed by the Ukrainian researcher and the researcher in charge of the UAH.
- g) Scientific background of the host research team to which the responsible researcher belongs at the UAH.

4.3 In the event that an application is submitted incomplete, the applicant will be required to, within a period of ten days, correct the faults or provide the required documents. If they're not provided, it will be considered as a withdrawn of the request, which will be dismissed without further processing, with the effects provided for in article 21 of Law 39/2015, of October 1st, of the Common Administrative Procedure of Public Administrations.

5. Conditions for grants

5.1 The stays will have a maximum duration of 3 months, extendable to 6 months.

5.2 The stays will begin on the date established in the resolution, and the Vice-Rectorate for Research and Transfer may agree to a postponement in the incorporation, upon the reasoned request of the beneficiary.

5.3 The grants will encompass the following concepts:


- Payment of 500 euros per month, plus an additional 250 euros if the researcher is accompanied by a first-degree relative by consanguinity or affinity.
- Accommodation in the UAH university residence in a single or double room, depending on whether or not the stay of the Ukrainian researcher is accompanied by a first-degree relative by consanguinity or affinity.
- Teaching of Spanish courses, both for the beneficiary of the grants for the first degree relative by consanguinity or affinity.

5.4 The granting and enjoyment of these grants does not imply a contractual or statutory relationship with the center to which the Ukrainian researcher joins for the development of their project, nor does it imply any commitment by the UAH regarding the subsequent incorporation of the Ukrainian researcher to its staff.

5.5 The beneficiaries will be covered by an accident insurance policy within the general policy subscribed by the UAH.

6. Awards and selection criteria

6.1 The instruction of the procedure will correspond to the Research Management Service, through the Fellowships and Other Grants Section.

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6.2 The applications will be evaluated by the Research Commission, who will decide according to the scientific background of the Ukrainian researcher and the responsible researcher of the UAH.

6.3 The publication of the resolution on the website will serve as notification to the interested parties.

7. Obligations of the beneficiaries

7.1 These grants will be incompatible with any other financial aid received for the same purpose.

7.2 The beneficiaries must carry out the activity for which the aid is granted, and it is necessary for any change to obtain the authorization of the Vice-Rector for Research and Transfer.

7.3 Once the stay is over, the beneficiary must submit to the Fellowships and Other Grants Section of the Research Management Service, within a maximum period of 15 working days from the day following their return from the stay, a report of a maximum of 3,000 words of the research activities carried out and the results obtained.

8. Duration of the procedure

The maximum term for the decision to grant the aid will be six months from the end of the application submission period. This period will be suspended during the evaluation of the applications.

9. Support for researchers

The Research Management Service will offer advice to researchers for any questions or problems they may have in relation to this call through the following addresses and telephone numbers:

Queries regarding the content of this call, documentation, etc.:

Puri Gutierrez Lopez. Fellowships and Other Grants Section.
puri.gutierrez@uah.es

Phone: 91 885 68 17

Technical inquiries regarding the use of the Researcher Portal:


Rafael Gomez Gonzalez. Computer coordinator.

portal.investigador@uah.es

Phone: 91 885 24 91

10. Gender Reference

In coherence with the value of gender equality, all references and denominations that, by virtue of the principle of economy of language, are made in the masculine gender when they have

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not been replaced by generic terms, will be understood to be made indistinctly in the feminine gender.

11. Administrative appeal

This resolution exhausts the administrative channel, and a contentious-administrative appeal may be filed against it within a period of two months from the day following the notification of this resolution, in accordance with the provisions of Law 29/1998, of July 13th, regulating the Contentious-Administrative Jurisdiction.


Notwithstanding the foregoing, this resolution may be appealed, optionally, through an appeal for reversal before the Governing Council of the University of Alcalá within a period of one month from the day following its publication, in accordance with the provisions of articles 123 and 124 of Law 39/2015, of October 1st, of the Common Administrative Procedure of Public Administrations.

A contentious-administrative appeal may not be filed until it is expressly resolved or the presumed dismissal of the appeal filed has occurred.

Alcalá de Henares, digital signature's date

HEAD OF THE RESEARCH COMMISSION

Sr. D. F. Javier de la Mata de la Mata

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**GRANTS FOR THE STAY OF UKRAINIAN RESEARCHERS AT THE
UNIVERSITY OF ALCALÁ. Call 2022**

MODALITY A.

APPLICATION OF THE RESPONSIBLE RESEARCHER OF THE UAH

REPORT OF THE WORK TO BE CARRIED OUT

PERSONAL DATA OF THE FOREIGN RESEARCHER

SURNAME: _____ NAME: _____

PASSPORT: _____ E-MAIL: _____

DEGREE: _____

CURRENT POSITION: _____

UNIVERSITY OF ORIGIN: _____


CITY: _____ COUNTRY: _____

DATA OF THE DESTINATION

RESPONSIBLE RESEARCHER AT UAH: _____

UAH DEPARTMENT: _____

START DATE: ____/____/____ ENDING DATE: ____/____/____


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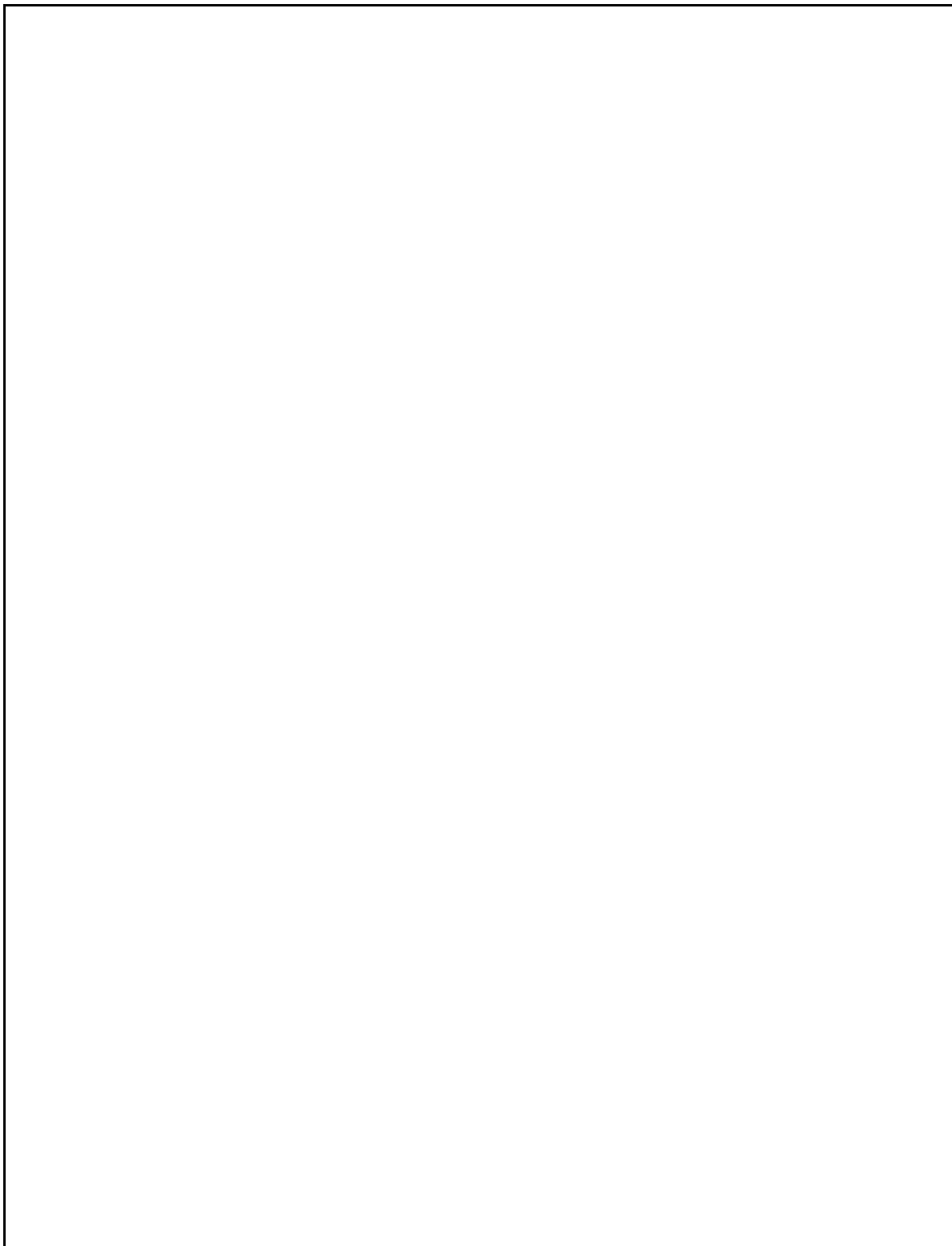
DOCUMENTS TO BE ATTACHED:


- Ukrainian researcher's passport.
- Support documents of the residence of the Ukrainian researcher in Ukraine or, failing that, a sworn statement.
- Support documents of the family bond in the event that the researcher is accompanied by a first-degree relative by consanguinity or affinity.
- Support documents of the Ukrainian researcher's doctoral degree.
- Curriculum vitae of the Ukrainian researcher.
- Scientific background of the host research team to which the responsible researcher belongs at the UAH.

TITLE OF THE RESEARCH WORK TO BE CARRIED OUT

REPORT OF THE RESEARCH WORK TO BE DEVELOPED

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| <p>SIGNATURE OF THE FOREIGN RESEARCHER</p> <p>Sgd.: _____</p> | <p>SIGNATURE OF THE RESPONSIBLE RESEARCHER AT UAH</p> <p>Sgd.: _____</p> |

Alcalá de Henares, _____ of _____ 2022

RESEARCH MANAGEMENT SERVICE. –

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**GRANTS FOR THE STAY OF UKRAINIAN RESEARCHERS AT THE
UNIVERSITY OF ALCALÁ. Call 2022**

MODALITY B.

APPLICATION OF THE UKRAINIAN RESEARCHER

REPORT OF THE WORK TO BE CARRIED OUT

PERSONAL DATA OF THE FOREIGN RESEARCHER

SURNAME: _____ NAME: _____

PASSPORT: _____ E-MAIL: _____

DEGREE: _____

CURRENT POSITION: _____

UNIVERSITY OF ORIGIN: _____

CITY: _____ COUNTRY: _____


DATA OF THE DESTINATION

RESPONSIBLE RESEARCHER AT UAH: _____

(In the event that there is no responsible researcher, the Research Management Service will contact the potentially interested UAH research groups).

UAH DEPARTMENT: _____

START DATE: ____ / ____ / ____ ENDING DATE: ____ / ____ / ____


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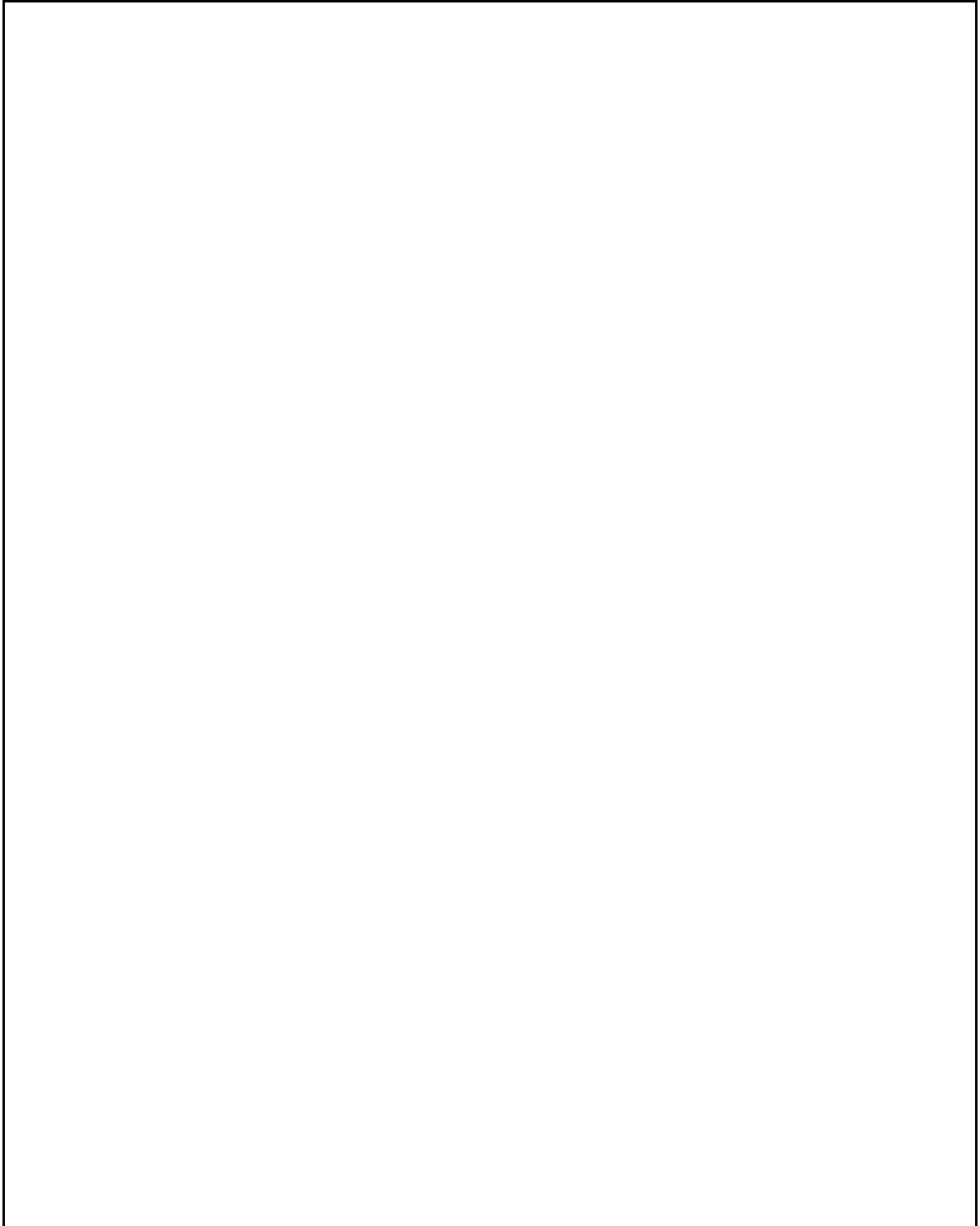
DOCUMENTS TO BE ATTACHED:


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- Scientific background of the host research team to which the responsible researcher belongs at the UAH.

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REPORT OF THE RESEARCH WORK TO BE DEVELOPED

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| <p>SIGNATURE OF THE APPLICANT FOREIGN RESEARCHER</p> <p>Sgd.: _____</p> | <p>SIGNATURE OF THE RESPONSIBLE RESEARCHER AT UAH</p> <p>Sgd.: _____</p> |

Alcalá de Henares, _____ of _____ 2022

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