



The general director

Dr. Teresa Romei

Higher Education and Advanced Studies Area

Dr. Tommaso Vasco

Doctoral Students Service, Scholarships,

Contracts and Research Grants

Dr. M. Concetta Di Lorenzo

Subject :

Call for scholarship entitled : "Management activities in UNIFG Erasmus projects".

The deadline for submitting applications expires without exception on the day 12.05.2022

THE RECTOR

GIVEN the Law of 30 November 1989 n. 398 "Rules on university scholarships";

GIVEN art. 18, paragraph 5 letter f) of law no. 240/2010 and subsequent amendments , Law no.35 / 2012;

CONSIDERED the proposal of prof. Luigi Traetta, scientific manager of the Erasmus plus project, for the establishment of two scholarships for research activities, lasting 12 months, costing €. 12,000.00 per single scholarship, for research activities in “ Management activities in Erasmus UNIFG projects ”, this activity is part of the Erasmus UNIFG aa research projects . 2022/2023;

GIVEN the resolution of the Council of the Department of Humanities, meeting of 04/02/2022, with which a favorable opinion was expressed regarding the establishment and issuing of a call for applications for the award of two scholarships, of the duration of 12 months, for research activities in “Management activities in UNIFG Erasmus projects”, “organization of transnational meetings in English”, “drafting of project reports and documents in English”.

TAKING INTO ACCOUNT that the request made by prof. Luigi Traetta highlights the usefulness of establishing the aforementioned grants, to allow the

management and management of Erasmus projects at the Department of Humanities aa . 2022-2023 ;

CONSIDERING that the cost for each scholarship is € 12,000 (twelve thousand euros / 00) each, for a total amount for the two scholarships of € 24,000.00 (twenty-four thousand euros / 00), will be charged to Erasmus projects for € . 22,000.00 on Closer and for € . 2000.00 on TUNED;

HEARD the General Manager;

DECREES

Article 1

A public competition is held, based on qualifications and interview, for the awarding of two (2) scholarships lasting twelve (12) months each, for research activities in “ Management activities in UNIFG Erasmus projects ”.

The cost of the two scholarships equal to € 12,000.00 (€ twelve thousand / 00) per single scholarship for a total amount of € 24,000.00 (€ twenty-four thousand / 00), will weigh on Erasmus projects for € . 22,000.00 on Closer and for € . 2000.00 on TUNED.

Article 2

Candidates who meet the following requirements can participate in the selection:

- ❖ Master's degree or corresponding old system degree diplomas (before DM 509/99). The equivalence will be established by the examining commission
- ❖ At least 6 months of research activity at foreign universities;
- ❖ Ph.D;
- ❖ Knowledge of the English language.

The equivalence will be established by the examining commission.

Article 3

The enjoyment of the scholarship is incompatible with full-time public or private subordinate employment. If the winner of the scholarship works part-time, the scientific manager will evaluate the compatibility of the latter with the performance of the activities covered by the scholarship. The scholarship cannot be combined with other scholarships awarded for any reason whatsoever, except those granted by national or foreign institutions useful for integrating, with stays abroad, the training or study activities of the scholars.

Article 4

The application for admission to the selection, drawn up on plain paper, according to the attached facsimile, must be addressed to the Rector of the University of Foggia - Protocol Office, Via Gramsci, 89-91, 71121 Foggia, and must reach this University **within the peremptory deadline of 12.05.2022.**

It can preferably be presented in the following ways :

By certified e-mail, by sending an e-mail from your personal PEC address to the address **protocollo@cert.unifg.it**.

The aforementioned e-mail must contain as subject: Scholarship entitled : " **Management activities in Erasmus UNIFG projects " DR.... Prot. N..... of the....** , and must contain the application form, duly completed and signed, together with all the required documentation exclusively in PDF format and a copy of your valid identity document.

In the event that you do not have a PEC, the transmission, given the limitation to other methods due to the Covid-19 emergency, can take place with a non-personal PEC together with a copy of your valid identity document.

In the application, the candidate must declare, under his own responsibility, under penalty of exclusion from the selection procedure itself:

- a) surname and name;
- b) date and place of birth and non- pec e-mail address ;
- c) name of the research activity, duration, protocol number and rep. DR for which you intend to participate;
- d) citizenship possessed;
- e) the Municipality in whose electoral lists he is registered or the reasons for non-registration or cancellation from the same lists. Foreign citizens must declare that they enjoy civil and political rights in the States of origin or origin, or the reasons for non-enjoyment;
- f) that I have not been convicted and that I am not aware of any pending criminal proceedings. Otherwise indicate the convictions reported, the date of the sentence and the Judicial Authority that issued it;
- g) to be in possession of the requisites indicated in art. 2 of this announcement;
- h) not to work in public or private bodies for full-time subordinate work;
- i) to be physically fit to collaborate. Pursuant to law no. 104, candidates with disabilities, in relation to their right to take the exams, must indicate in the application the aids necessary for carrying out the tests themselves and the presumed need for additional time for the completion of the same;
- l) the residence, as well as the domicile or address, complete with the postal code, to which the communications relating to this announcement are to be sent. Any change in one's residence or in the address indicated in the admission application must be promptly communicated to this University.

The Administration assumes no responsibility for the dispersion of communications resulting from inaccurate indication of the address by the competitor or from failure or late communication of the change of the address indicated in the application, nor for any postal or telegraphic problems or in any case attributable to third parties. , fortuitous event or force majeure.

The application must be accompanied by:

- ❖ photocopy of a valid identification document;
- ❖ curriculum of his / her scientific and professional activity;

- ❖ declarations that they do not have full-time subordinate employment relationships with public or private entities and that they do not benefit from a ministerial scholarship or from public or private entities;
- ❖ any certificates attesting to experiences of research and / or guidance teaching activities in a university context ;
- ❖ substitutive declaration of certification of qualifications assessable to be used pursuant to art. 46/76 of Presidential Decree 28/12/2000 n. 445 or substitutive declarations of deed of notoriety pursuant to art. 47 of Presidential Decree 445/2000.

It is not allowed to refer to documents that are not attached to the application or that have already been produced at this University.

Any information on how to submit applications or clarifications can be requested from the Higher Education and Advanced Studies Area of the University of Foggia through the new University Helpdesk platform, at the following address <https://helpdesk.unifg.it> / - section: Post-graduate research fellowships .

Article 5

The Commission of selection will be appointed by decree of the Rector on the proposal of the Department of Humanities .

The judgment of the Commission is unquestionable on the merits.

Article 6

The competition test will consist in the evaluation of qualifications and an interview.

The Commission will have n. A total of 40 points divided as follows: 10 points for the evaluation of qualifications and 30 points for the interview.

The criteria for assessing qualifications, for candidates in possession of the requisites specified in the competences of the lender, must be determined by the selection board, which meets in synchronous telematic mode, within the limits indicated below:

n. 10 total points divided as follows:

➤ Up to 10 points for the three-year degree mark determined as follows:

101 to 102/110 = 2 point

from 103 to 104/110 = 4 points

105 to 106/110 = 6 points

107 to 108/110 = 8 points

from 109 to 110/110 with honors = 10 points.

The evaluation of the qualifications will take place on 20 May 2022, at 10.00 a.m., electronically via the online platform meet.google.com, given the limitation to other methods due to the Covid-19 emergency.

The evaluation of the qualifications will be communicated to the candidates at the same time as the call to sit the interview.

The competition test will consist of an interview on the following subjects:

1. Knowledge on the part of the candidates of the topics related to research on project management and Erasmus plus calls ;
2. knowledge of the English language.

The Commission will dispose for the interview of n. 30 points.

To obtain eligibility, the candidate must achieve a minimum score of 21/30.

The interview will take place on 21 May 2022, at 10.00 a.m., electronically via the online platform meet.google.com, given the limitation to other methods due to the Covid-19 emergency.

For the connection it is necessary to have a computer equipped with a webcam and connected to a stable network. No communications will be sent regarding candidates.

The publication of this date has the value of notification in all respects, for which candidates who have not been notified of their exclusion from the selection are required to register and connect to the online platform meet.google.com, they will receive an invitation participation to which they will have to respond.

Any changes in the date, time or place for the examination will be published on the web page www.unifg.it in the dedicated section. To take the exam, candidates must be in possession of a valid identification document.

Failure to attend the interview will result in exclusion from the selection procedure. Once the exam has been completed, the Commission, with a justified report, will compile the general merit ranking. In the event of equal scores, the scholarship will be awarded to the youngest candidate. The scholarship that remains available due to the renouncement of the winner will be assigned to the next suitable one according to the order of the merit ranking. The final ranking will be made known to the candidates by publication on the web page www.unifg.it in the dedicated section.

Article 7

The scholarship is awarded by Rector's Decree according to the merit ranking formulated by the Commission of selection.

The awarding of the scholarship to the winner is subject to the accreditation of the necessary financial resources to the Department of Humanities .

Once such accreditation has taken place, the winner must send the following documents, under penalty of forfeiture:

- ❖ declaration of acceptance of the scholarship;
- ❖ self-certification with which the winner of the selection must give explicit assurance that, during the entire period of enjoyment of the scholarship, they will not use other scholarships and that they will not hold any commitment employed by the State, public or private entities;

❖ photocopy of the tax code.

The scholarship does not give rise to social security treatments or evaluations for the purposes of legal and economic careers or automatic recognition for social security purposes.

The recipient of the scholarship will be guaranteed insurance coverage for occupational risks and accidents associated with the activity carried out for the entire period of use of the scholarship.

The University provides insurance coverage against accidents by drawing on the same funding provided for the scholarship.

Article 8

Personal data will be processed in compliance with the principles set out in EU Regulation no. 679/2016 regarding the protection of personal data. Attached to this notice is specific information and authorization for the processing of data, the signing of which is necessary in order to process your request for participation in this selection.

The data controller is the University of Foggia, with registered office in Foggia, Via Gramsci n. 89/91 PEC protocol@cert.unifg.it .

Legal Representative of the University of Foggia is the pro-tempore Rector Prof. Pierpaolo Limone, domiciled for the office, at the registered office of the Body, Via Gramsci 89/91, 71122 Foggia, Personal Data Protection Officer Prof. Michele Trimarchi, Via Gramsci n. 89/91, 71122 Foggia, PEC rpd@cert.unifg.it .

Article 9

The assignee will be obliged to:

a) start the activity on the scheduled date, following the directives given by the scientific director of the research;

b) carry out the activity regularly for the entire duration of the scholarship. Short interruptions may be justified only if due to health reasons or duly substantiated cases of force majeure, it being understood that long-term interruptions will result in forfeiture of the scholarship.

The scholarship takes effect from the date of notification of the start of the activity by the scientific head of the research.

The amount of the same will be paid in monthly installments deferred to the carrying out of the study activity. In this regard, it will be the sole responsibility of the scientific manager to verify the continuity of the research activity by the fellow, according to the agreed work plan and the communication of any interruptions thereof.

The scholarship holder who does not conclude the research activity period for any reason is not required to return the installments of the scholarship already paid but is not entitled to the installment relating to the unfinished period of attendance.

Article 10

For anything not specified in this announcement, reference is made to the rules contained in the laws on University Education, as well as to the other ministerial provisions issued on the subject of scholarships and in any case to the current legislation.

Article 11

This announcement will be published by posting in the electronic register of the University of Foggia, on the website www.unifg.it (RESEARCH - GRANTS FOR RESEARCH ACTIVITIES - NAME), with the specific indication of the deadline for the submission of questions from interested parties.

THE RECTOR

Prof. Pierpaolo LIMONE

Firma digitale ai sensi dell'art.21 del D. Lgs. n. 82/2005

Information pursuant to European Regulation 679/2016 and consent

Pursuant to the European Regulation (EU) 2016/679 (hereinafter GDPR), and in relation to the personal data of which the Didactic and Higher Education Area of the University of Foggia will become available with its application for participation in a public competition **by qualifications and interview** for the awarding of three scholarships entitled : "**Management activities in UNIFG Erasmus projects**".

We inform you of the following:

Data Controller, Joint Controller, Recipient and persons responsible for the processing and protection of personal data

The data controller is the University of Foggia, with registered office in Foggia, Via Gramsci n. 89/91.

Legal Representative of the University of Foggia is the pro tempore Rector Prof. Pier Paolo Limone, domiciled for the loading, at the registered office of the institution, Via Gramsci n. 89/91, 71122 Foggia, certified email protocol@cert.unifg.it.

Personal Data Protection Officer Prof. Michele Trimarchi, Via Gramsci n. 89/91, 71122 Foggia, PEC rpd@cert.unifg.it.

Purpose of data processing

The data will be processed in compliance with the principles established by the GDPR, within the institutional purposes of the University of Foggia, for participation in the public selection procedure, based on qualifications and interview, for the conferment of n. 1 Scholarship for collaboration in research activities.

Your data will also be processed in order to:

- fulfill the obligations envisaged in the tax and accounting fields;
- fulfill the obligations established by current legislation on the University of Foggia;
- carry out a task of public interest or connected to the exercise of public authority vested in the University of Foggia;
- comply with an order of the investigating bodies or the police.

Personal data may be processed by means of both paper and computer archives (including portable devices) and processed in a manner strictly necessary to meet the aforementioned purposes.

Legal basis of the processing

The University of Foggia will process your personal data lawfully, where the treatment:

- participation in the selection procedure is necessary for the execution of participation in the selection procedure;
- it is necessary to fulfill a legal obligation incumbent on the University of Foggia;

- it is necessary to carry out a task of public interest or connected to the exercise of public authority vested in the University of Foggia;
- is based on express consent, where required by the GDPR;
- it is necessary to comply with an order from the investigating bodies or law enforcement agencies

Consequences of failure to communicate personal data and authorization for processing

With regard to personal data relating to the execution of participation in the public selection procedure, based on **qualifications and interview**, for the assignment of **no. 1 Scholarship** for collaboration in research activities requested by you or relating to the fulfillment of a legal, fiscal or accounting obligation, failure to communicate personal data and authorization to process them will not allow for the aforementioned selection.

Data retention

Your personal data, subject to processing for the aforementioned purposes, will be kept for the period necessary to carry out the aforementioned selection procedure and, subsequently, for the time in which the University is subject to conservation obligations for tax purposes. or for other purposes provided for by law or regulation.

Data communication

Your personal data may be disclosed to:

1. Public Bodies for functional needs for the purposes indicated above;
2. Public bodies, banking and insurance institutions that provide functional services for the purposes indicated above;
3. subjects who process data in execution of specific legal obligations;
4. Judicial or administrative authorities, for the fulfillment of legal obligations;
5. third parties who process data for institutional purposes;
6. private companies for the purpose of entering the world of work, in the event that they carry out profiling activities it is their obligation to inform the interested parties in advance.

Profiling and dissemination of data

Your personal data will be processed anonymously for the fulfillment of publication obligations imposed by law.

Rights of the interested party

The rights recognized by the GDPR include those of:

- ask the University of Foggia for access to your personal data and information relating to them; the correction of inaccurate data or the integration of incomplete ones; the cancellation of personal data concerning you (upon the occurrence of one of the conditions indicated in art.17, paragraph 1 of the GDPR and in compliance with the exceptions provided for in paragraph 3 of the same article); the limitation of the processing of your personal data (in the event of one of the hypotheses indicated in art.18, paragraph 1 of the GDPR);
- request and obtain from the University of Foggia - in the hypothesis in which the legal basis of the processing is a contract or consent, and the same is carried out by automated means - that your personal data in a structured and readable format by automatic device, also



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in order to communicate such data to another data controller (so-called right to the portability of personal data);

- oppose the processing of your personal data at any time in the event of particular situations concerning you, always in compliance with the exceptions provided for in the GDPR;
- withdraw consent at any time, limited to the cases in which the processing is based on your consent, in compliance with the exceptions provided for in paragraph 3 of art. 17 of the GDPR, for one or more specific purposes and concerns common personal data (for example date and place of birth or place of residence), or particular categories of data (for example data that reveal your racial origin, your political opinions, your religious beliefs, health or sex life). The treatment based on consent and carried out prior to the revocation of the same retains, however, its lawfulness;
- lodge a complaint with a supervisory authority (Authority for the protection of personal data - www.garanteprivacy.it).

I, the undersigned _____

Tax code: _____ agrees that the University of Foggia carries out the activities described above for which consent represents the legal basis of the processing and, for this reason,

- Give your consent
- Deny consent

Place and date, _____

The Declarant
