



ALMA MATER STUDIORUM
UNIVERSITÀ DI BOLOGNA

Incentive to mobility for research Marco Polo

**Amendments to art. 14 co. 2 Marco
Polo Regulations: cumulability with the
increase in the PhD scholarship for
activities abroad**

Ufficio contratti

Department of Physics and Astronomy

News: Amendments to art. 14 co. 2 Marco Polo Regulations (1)

- Following the amendment to Art. 14 co. 2 of the Regulations for incentives for the mobility of young researchers - Marco Polo Program by R.D. No. 187 of July 31, 2023, as of August 1, 2023 the **Marco Polo incentive and the PhD scholarship increment** for stay abroad provided by the rules on PhD scholarships **are cumulative until the maximum amount allocated is reached.**
- i.e.: such cumulability is allowed "until the maximum amount allocated is reached": this means, for example, that if a 38th cycle Ph.D. student will be awarded 3 months of MP incentive at $€1,150 \times 3 = €3,450$, requesting the increase for the stay abroad: $€676.79 \times 3 = €2,030.37$, he/she will receive the difference of $€1,419.63$ paid by the Department via MP incentive. The rest will be paid by AFORM (PhD Office) as an increase to the PhD scholarship.
- Deferred monthly installments of the MP incentive will therefore be credited by the Department subtracting the PhD scholarship increment for stay abroad for the same period;



News: Amendments to art. 14 co. 2 Marco Polo Regulations (2)

- increment that PhD students will receive by submitting to AFORM - PhD Sector the required forms found here:
<https://intranet.unibo.it/Ricerca/Pagine/DottorandiAdempimentiSoggiornoEstero.aspx>
- The new rule applies retroactively also to students who have not yet received installments related to incentives already awarded at the time of the entry into force of the amendment (August 1, 2023).



Amount of increases in the PhD scholarship for activities abroad

CYCLE	IMPORTO BORSA STANDARD	IMPORTO BORSA INTERMEDIO	IMPORTO BORSA MAGGIORATO
36 and 37 (30% increase)	PhD Scholarship € 1.353,58 Increase for activities abroad € 406,07		PhD Scholarship € 1.613,92 Solo maggiorazione soggiorno estero 484,17
38 and 39 (50% increase)	PhD Scholarship € 1.353,58 Increase for activities abroad € 676,79	PhD Scholarship € 1.458,33 Increase for activities abroad € 729,17	PhD Scholarship €1.613,92 Increase for activities abroad € 806,96



Helpful communications

- ❖ Ph.D. students who will be approved for the MP incentive must notify the PhD office (AFORM) upon return from the period abroad their request for the increase for activities abroad here:

<https://intranet.unibo.it/Ricerca/ModulisticaModelli/ModuloDottorandiRichiestaAumentoSoggiornoEstero.pdf>

- ❖ Exclusively in the case of a period abroad of the duration of continuous 180 days, a request for advance payment is possible prior to departure, which allows the PhD student to receive the first three months' increase:

<https://intranet.unibo.it/Ricerca/ModulisticaModelli/ModuloDottorandiRichiestaAnticipoSoggiornoEstero.pdf>

Upon return, the PhD student will submit a request to AFORM to receive credit of the balance.



Important: request for expense reimbursement in travels

- ❖ Students requesting reimbursement of travel expenses are encouraged to request primarily refunds related to airfare and lodging even if the invoices/receipts for these types of expenses exceed the capacity of the available funds.

In fact, one can claim reimbursement up to capacity (e.g., if the hotel cost 5,000 euros and the fund is 3,000 euros one will claim reimbursement up to 3,000 euros) by reporting the specification in the NOTES field of the web application.





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DIFA

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