SECOND CALL FOR EMPLOYMENT HELP GRANTS 2022-23

The Fundació Politècnica de Catalunya (FPC) Employment Help 2022-23 grant programme aims to foster people's talent and innovation through training, and is aimed at unemployed people, as well as self-employed professionals and employed workers with incomes that do not exceed a gross monthly income of 6% above the legal minimum wage.

The grants are intended to cover an amount of 50 Euros per ECTS registered for in a selection of lifelong learning courses taught by the FPC at the Universitat Politècnica de Catalunya (UPC), which will start during the second semester of the 2022-23 academic year.

The Employment Help 2022-23 grants amount to a total of 90,000 Euros. 50,000 Euros are allocated to the second call, although the entire grant amount may not necessarily be allocated.

The conditions that will govern this call are as follows:

1. The application period for the second call for the Employment Help grants 2022-23 begins on 24 November 2022, and will end at the latest and under all circumstances 7 calendar days before the start date of each course that is subject to this call, or when the grant amount allocated in the second call is used up.

2. Registered residents of a municipality in Spain who have been admitted to one of the programmes in this second call (i.e. they have received the letter of admission) are eligible for these grants.

As well as the two requirements above, they must also meet the following:

• Be registered unemployed when applying for the grant; or
• Be a professional or worker with a gross average monthly income in the last four months not exceeding the legal minimum wage by more than 6%.

3. The documentation necessary to make the application is:

   a) National identity document, foreigner's identity document or valid passport.

   b) Census registration certificate for holders of foreigner's identity documents and non-Spanish passports.

   c) Curriculum Vitae (which will be provided during the admission process).

   d) Letter of motivation:

   This document must provide justification that taking the course is essential for the candidate in terms of obtaining new professional opportunities.
The applicant must set out their professional and academic reasons for wishing to take the studies, their financial need for the grant, and provide the relevant evidence thereof.

This document must explain why completing this study will be crucial for the candidate in terms of obtaining new professional opportunities.

The letter of motivation must be in Catalan, Spanish or English.

e) Employment Application and Renewal Registration (if applicable) Document (DARDO). This document certifies being registered with the Catalan Employment Service (SOC) or having renewed the application for employment, and contains the date of the next renewal.

f) Proof of income (only if the applicant is not unemployed).

g) Last four payslips prior to submitting the application. Self-employed workers must provide the relevant quarterly income tax return.

h) An affidavit by the applicant regarding compliance with all the requirements to be a recipient of the grant.

4. The application process is online only, via the link www.talent.upc.edu/ing/employmenthelp, and all the information requested in all the fields must be completed and the requested documentation must be attached in PDF format.

5. The FPC may at any time request additional or original documentation to complete or verify the details contained in the application, and carry out the relevant checks to assess the application by the applicant for the grant, and to confirm the veracity and validity of the documents provided.

6. The Awards Tribunal, consisting of the directors of the FPC, will assess the applicants’ profiles based on all the documentation presented, and will award the grants to the applicants who meet the requirements until all the grants in this call are allocated. In the event of a tie, the grant will be awarded to the applicant who is deemed to have the greatest financial difficulties.

7. The decision to award the grants will be made within 5 calendar days before the start of the course applied for, and all applicants who have correctly completed the application and provided the required documentation will be notified of the result by telephone and/or email.

8. The decisions of the Awards Tribunal are not subject to any type of appeal and are final.

9. Decisions concerning grants will under no circumstances be retrospective.

10. The recipients of the grant must pay the remainder of the registration fee within the deadlines stipulated in their letter of admission. Otherwise, they will lose the grant and the admission fees and it will be awarded to the next candidate until the amount allocated to this second call is allocated, where appropriate.
11. Each applicant may only apply for one grant and for one course.

12. The remaining amount payable will not be subject to any other discounts, grants or subsidies, and in the event that an applicant who is registered unemployed finds a job after receiving the Employment Help grant, the remainder of the registration fee may not be paid by a company.

13. If an applicant does not receive the grant or withdraws from the process before registration, they may request a refund of the admission fees paid.

14. If the course for which a recipient has received the grant is cancelled, a programme with similar characteristics may be offered. If the recipient does not accept it, they may request a refund of the amount paid.

15. The FPC reserves the right to change these conditions without prior notice by publishing the changes at www.talent.upc.edu/esp/employmenthelp, and to cancel this call.

16. Although the FPC has taken all the technical measures at its disposal, it cannot be held responsible and does not guarantee that access to the website to apply for the grants will be uninterrupted or error-free. It also cannot be held responsible for or guarantee that the content or software that can be accessed is error-free. The FPC will under no circumstances be responsible for any losses or damages of any kind arising from access and browsing, including damage to computer systems or caused by the introduction of viruses; or for outages, interruptions, absences or faults in telecommunications that may take place while the user is browsing.

17. Submitting the application to this call for Employment Help grants entails acceptance of these conditions.

Barcelona, 24 November 2022