FIRST CALL FOR EMPLOYMENT HELP GRANTS 2023-24

The Lifelong Learning School's Employment Help 2023-24 programme of grants aims to foster the talent and innovation of people through training, and is aimed at unemployed people, self-employed professionals and employees whose gross monthly average income in the last four months does not exceed the guaranteed minimum wage by more than 6%.

The grants cover fifty Euros (€50) per ECTS credit enrolled for on a selected range of lifelong learning programmes at the Universitat Politècnica de Catalunya (UPC) and taught by its Lifelong Learning School, which begin during the first semester of the 2023-24 academic year.

The total amount available in the Employment Help 2023-24 grants is ninety thousand Euros (€90,000). Seventy thousand Euros (€70,000) of this amount are earmarked for this first call, although the entire grant amount may not necessarily be allocated.

This call will be subject to the following conditions:

1. The period for submitting the application begins on 5 July 2023 and ends 7 calendar days before the start date of each programme included in the call, or when the amount allocated for the first call is used up.

2. In order to be eligible for these grants, applicants must be registered as residents of a municipality in Spain and have been admitted to one of the programmes included in this first call by means of a letter of admission.

The beneficiary must also meet the following requirements:

- Be registered as unemployed when applying for the grant; or

- Be a self-employed professional or an employee with a gross monthly average income in the last four months not exceeding the guaranteed minimum wage by more than 6%.

3. The documentation required when submitting the application is:

   a) A valid national identity document, foreigner identity number or passport.

   b) A census registration certificate for holders of foreigner identity numbers or non-Spanish passports.

   c) A curriculum vitae, which must be provided during the admission process.

   d) A letter of motivation in Catalan, Spanish or English setting out the applicant's academic and professional reasons, and justifying their financial need for the grant.

   e) Registration document and where appropriate, Renewal of the Application for Employment (DARDO, for unemployed applicants. This document certifies registration with the Catalan Employment Service (SOC) or having renewed the application for employment, and contains the date of the next renewal.
f) Last four payslips prior to submitting the application. Self-employed professionals must also provide their last two quarterly income tax returns.

g) Affidavit by the applicant declaring compliance with all the requirements in the call for being a beneficiary of the grant.

4. Applications may only be made online, via the link www.talent.upc.edu/cat/employmenthelp, by filling out the information requested in each field and attaching the documentation required in PDF format.

5. The Lifelong Learning School may at any time request other documentation or the original documentation provided in order to complete or confirm the details contained in the application, and to perform the relevant checks to evaluate the candidacy of the applicant for the grant, and verify the veracity and validity of the documents provided.

6. The Award Panel, formed by the Management and two members from the School, will assess the profile of the applicants and the documentation submitted, and award the grant to the applications who meet the requirements, until all the grants in this call have been awarded. In the event of a tie, the grant will be assigned to the applicant who is deemed to have the greater financial difficulties.

7. The decision on the award of the grants will be made within five calendar days before the start of the programme, and all applicants who have applied for the grant correctly and provided the requested documentation will be notified of the result by telephone and/or e-mail.

8. The decisions of the Award Panel are not subject to any kind of appeal, and are final.

9. The decision on the grants cannot be backdated under any circumstances.

10. Recipients of the grant must make the outstanding payment of the registration fee within the deadlines stipulated in their letter of admission. Otherwise, they will lose their right to the grant and admission fees, and the grant will be awarded to the next candidate, until the amount allocated to this first call has been awarded.

11. Each applicant may only apply for one grant and for a single programme.

12. The outstanding amount payable will not be eligible for other discounts, grants or subsidies. In the event that an unemployed applicant who is registered as unemployed finds work after the Employment Help grant has been awarded, the outstanding registration fee amount may not be paid by a company.

13. If an applicant does not receive the grant or waives it before completing registration, he/she may request a refund of the admission fees paid.

14. If the programme for which the recipient of the grant has been offered a place is cancelled, they will be offered a programme with similar characteristics and if they do not accept it, they may request a refund of the amount paid.
15. The Lifelong Learning School reserves the right to change these conditions without prior notice, by publishing them at www.talent.upc.edu/cat/employmenthelp, and to cancel this call.

16. Despite the fact that the Lifelong Learning School has taken all the technical measures at its disposal, it cannot be held responsible or guarantee that access to the website to apply for the grants will be uninterrupted or remain error-free. Furthermore, it neither accepts responsibility for, nor guarantees that the content or software that may be accessed is error-free. The Lifelong Learning School will under no circumstances be liable for any losses or damages of any kind arising from access and browsing, including those caused to computer systems or due to the entry of viruses; or any crashes, interruptions, faults or defects in telecommunications that may take place while the user is browsing.

17. Submission of an application to the single call for Employment Help 2023-24 grants entails acceptance of these conditions.

Barcelona, 5 July 2023