



**STUDENT SUPPORT GRANTS (RENT REIMBURSEMENT)
FOR UNIVERSITY OF VERONA STUDENTS
DURING THE COVID-19 EMERGENCY**

**CALL FOR APPLICATIONS
(English translation)¹**

Deadline for applications: 14 May 2021, at 1 pm (Italian time).

THE RECTOR

HAVING REGARD TO article 29 (1-bis) of Decree Law no. 34/2020 which establishes that a portion, amounting to EUR 20 million, of the increase in the national fund for supporting access to rented housing provided therein, shall be allocated to student rent reimbursement for 'non-local' students, as set forth in the same paragraph, in accordance with the implementing procedures to be defined by a decree of the Minister of Universities and Research;

HAVING REGARD TO Ministerial Decree no. 343 of 12 August 2020 whereby the Ministry of Infrastructure and Transport has determined that some kind of support be provided to non-local university students with reference to the academic year 2019-2020;

HAVING REGARD TO Ministerial Decree no. 57 of 14 January 2021, adopted by the Ministry of Universities and Research to implement the measure to support the payment, in the form of reimbursement, of the rent for non-local university students during the period of the Covid-19 health emergency;

HAVING REGARD TO note of 18 February 2021, with which the Veneto Region has notified the adoption of DDR no. 1209 of 23 December 2020 for the allocation of funds among the ESUs and the Universities of Veneto;

HAVING REGARD TO note of 25 February 2021, with which the Veneto Region has provided operational instructions to Universities regarding the adoption of the *Call for applications*;

IN AGREEMENT with the Director-General on the adoption of this *Call*;

HEREBY DECREES AS FOLLOWS:

ART. 1 – PURPOSE

A *Call for applications* is hereby announced to support University of Verona students with a rent reimbursement grant during the Covid-19 health emergency, as established by the Italian Council of Ministers on 31 January 2020.

ART. 2 – ELIGIBILITY REQUIREMENTS

This *Call* is open to students enrolled in the academic year 2019/2020 and/or in the academic year 2020/2021, subject to the priority categories set out in Article 4, in a Bachelor's, Master's and Single cycle/Combined Bachelor+Master's degree programme, PhD programme, or non-medical postgraduate specialisation programme at the University of Verona, who meet the following requirements:

1. be up-to-date with the payment of tuition fees for the academic year for which they are applying for rental support;
2. ISEE \leq € 15,000.00 (fifteen thousand euros // 00). The applicant's ISEE for University statement, their current ISEE for University statement, or ISEE equivalent statement (Indicatore Parificato Universitario or 'ISEE PARIFICATO' for short) will be considered when assessing their eligibility;
3. to have entered into a rental contract for a residential property located in the Municipality where the relevant degree programme is based;
4. to be classified as 'non-local student', or be resident in a municipality other than the one where the rented property is located, for the period of the Covid-19 emergency:
- from 1 February 2020 to 31 July 2020 for the academic year 2019/2020;

¹ **Please note:** this is a translation of the original document '**Bando per il sostegno al pagamento del canone di locazione a favore delle/degli studentesse/i universitarie/i nel periodo di emergenza sanitaria**' in Italian. In case of any divergence of interpretation, the Italian text shall prevail.

- from 1 August 2020 to 31 December 2020 for the academic year 2020/2021.

Should there be any surplus resources, the remaining funds will be allocated to students who are not classified as 'non-local', according to the priority categories set out in Article 4;

5. must not be in receipt of any student support benefits, i.e. any subsidies for housing services, including in the form of financial aid/student grants.

Therefore, **rent reimbursement** cannot be claimed by those who are already in receipt of at least one of the following:

- a scholarship (*borsa per il diritto allo studio universitario*) awarded for the 2019/20 and/or 2020/21 academic year as a 'non-local' student. Scholarship holders who are classified as 'commuters' or 'local' may apply, provided that their scholarship did not cover rent, as well as 'non-local' students who received their scholarship in a period other than that for which they are requesting rent support;
- other grants and reimbursements awarded by other public or private housing institutes for the emergency period between February and December 2020.

ART. 3 – APPLICATION PROCEDURE

Applicants must submit their application electronically exclusively by completing the relevant application form: "**Domanda Misure a sostegno degli studenti**". Please log into ESSE3 - <https://univr.esse3.cineca.it/Start.do>, using your login details (GIA or SPID login details), then click on: Menù > Area riservata > Iniziative > Iniziative, then select one or both of the following options:

- ISCRITTI 2019/20 - SOSTEGNO CANONE DI LOCAZIONE (PERIODO FEBBRAIO – LUGLIO 2020) **2019/20 students – student rent support (February - July 2020)**
- ISCRITTI 2020/21 - SOSTEGNO CANONE DI LOCAZIONE (PERIODO AGOSTO - DICEMBRE 2020) **2020/21 students – student rent support (August - December 2020)**

PLEASE NOTE:

If you transferred to another degree programme or course, and were therefore enrolled in a different programme in 2019/2020 than in 2020/21, and if you wish to apply for one or both of the periods included in this Call, after logging in you must select your student status according to the programme you were enrolled in during the period in question (February-July 2020, or August-December 2020), and then complete the corresponding application form.

Students can apply for rent support for both the 2019/2020 academic year (from 1 February to 31 July 2020) and the 2020/2021 academic year (from 1 August 2020 to 31 December 2020); grants will be allocated according to the priority categories set out in Art. 4. The submitted application form will also appear in the student's personal area on ESSE3: this will be regarded as the only proof that the application was submitted. Applicants are therefore advised to check that the application is actually displayed in their personal area.

Please upload the following documents as attachments:

- a copy of your rental contract for the property used for residential purposes and its registration - see point a);
- all receipts for the payment of rents paid during the period of the Covid-19 emergency - see point b).

a) The rental contract must show the following:

- the relevant accommodation must be in the area where the degree programme/course is based;
- there must be a rental fee charged for the accommodation;
- the contract must be in the student's name, or including the student's name in case of joint tenancy;
- the contract must be official and legal, signed by both parties and registered at the Italian Revenue Agency (*Agenzia delle Entrate*).

The following must be presented along with the rental contract:

- documentation showing that the rental contract was registered at the Revenue Agency (taking into account any extension, change or end of the lease contract);
- receipt of the annual registration fee. If the lease is under '*cedolare secca*', a copy of the registration receipt is required (a copy of the online registration is acceptable).

For students who pay for rental accommodation in a convent, residence or religious institute, the rental contract does not need to be registered, but it must be printed on the institute's letterhead and must include the personal information of the student, clearly stating the start and end date of the rental period, so that the period for which the applicant seeks rent reimbursement can be clearly determined.

b) Receipts accepted as proof of rent payment:

- Expenses for rent must be proven by presenting the invoice/bill or receipt specifically addressed to the applicant, or other documentation (bank transfer) that may prove the payment of the monthly rent, showing the amount paid and that the rent was actually in the name of the applicant;
- the applicant must declare the month(s) for which they are requesting rent support, the relative amount paid and details of each individual receipt.

In the application, the applicant will also need to:

- declare the amount of their ISEE for University statement, their 'current ISEE for University statement', or ISEE equivalent statement (Indicatore Parificato Universitario or 'ISEE PARIFICATO' for short); and
- authorise the University of Verona to access the INPS database to retrieve their ISEE statement.

The submitted application may be cancelled and subsequently resubmitted at any time, provided that it is submitted before the deadline of this *Call*.

At the end of the procedure, if the application has been submitted correctly, it will be displayed in the list '*Iniziativa per le quali è già stata presentata domanda*' - *Initiatives for which an application has already been submitted*, and a green dot (= submitted application) will appear next to the relevant application.

How to request an ISEE for University statement

To request an ISEE for University (or the 'current ISEE for University statement'), students must complete a Substitutive Declaration (DSU) – which regards information about their family unit and each family member's income and assets – directly at the "online services" section of the INPS [website](#) or with the help of a Tax Assistance Centre (CAF) or qualified professional. Students will be provided with the ISEE for University statement by the CAF or by the INPS.

The university shall only accept ISEE for University statements relevant to the 2021 solar year, i.e. those requested between 01/01/2021 and the deadline for applications of this *Call*.

For this purpose, the date marked on the DSU receipt will be the only one to be used, not the date of the ISEE for University statement release, which generally occurs a few days after the DSU submission.

Ordinary ISEE statements and ISEE for University statements requested after the submission of the rent reimbursement application will not be considered.

Students do NOT need to submit a hard copy statement of the ISEE for University statement to the university, since the university has direct access to the INPS database.

Please check that there are no omissions or discrepancies on the ISEE statement, in which case the application will not be accepted, and the rent reimbursement shall not be awarded.

Please note:

For the purpose of rent reimbursement, **if two (or more) students belong to the same family**

unit, the ISEE statement must include the following text: “SI APPLICA ALLE PRESTAZIONI AGEVOLATE PER IL DIRITTO ALLO STUDIO UNIVERSITARIO” [*for the purpose of university bursaries*] followed by the students’ respective tax ID numbers (**codici fiscali**).

How to request an ISEE equivalent (‘ISEE parificato’)

- students who do NOT reside in Italy; and
- foreign students residing in Italy who are NOT independent and whose family unit resides abroad

should request an ISEE EQUIVALENT statement (“*Indicatore Parificato Universitario*” or “*ISEE PARIFICATO*” for short).

To obtain the ISEE Equivalent statement, students need to make an appointment at one of the Tax Assistance Centres (CAF) listed at <https://www.univr.it/it/concorsi> > Studenti > Misure a sostegno degli studenti

At the CAF, students must present the documents indicated in the “LIST OF DOCUMENTS TO SUBMIT TO THE CAF TO CALCULATE THE ISEE EQUIVALENT”, which can be viewed at <https://www.univr.it/it/concorsi> > Studenti > Misure a sostegno degli studenti. Without these, the CAF cannot calculate the ISEE equivalent.

The University shall only accept ISEE equivalent statements requested between 01/01/2021 and the deadline for applications of this Call.

ART. 4 – PRIORITY CATEGORIES

In awarding the rent reimbursement, subject to fund availability, priority will be given to ‘non-local’ students enrolled in the academic year 2019/2020 and meeting the requirements set out in **Art. 2** above (**Eligibility requirements**).

If, as a result of the checks carried out by the University on the applications submitted, the total amount of the rent reimbursement grants to be allocated to eligible applicants:

- exceeds the expenditure threshold referred to in Article 5, rent support for eligible applicants shall be reduced proportionately in relation to the resources available;
- is lower than the available resources, the remaining funds shall be distributed among all eligible applicants on the basis of the requirements set out in Article 2 above (*Eligibility requirements*), according to the following order of priority:

a. **‘non-local’ students** enrolled in the a.y. **2020/2021** and meeting the requirements set out in Art. 2 above (*Eligibility requirements*);

b. **‘local’ and ‘commuting’ students** enrolled in the a.y. **2019/2020** and meeting the requirements set out in Art. 2 above (*Eligibility requirements*);

c. **‘local’ and ‘commuting’ students** enrolled in the a.y. **2020/2021** and meeting the requirements set out in Art. 2 above (*Eligibility requirements*).

ART. 5 – AMOUNT OF FUNDING

The Regional Directorate for Education and Training (pursuant to decree no. 1209 of 23/12/2020) has allocated a total sum of € 210,335.75 to the University of Verona for the purposes of this *Call*: such amount is the maximum expenditure threshold as regards rent reimbursement support.

ART. 6 – PUBLICATION OF LISTS OF ELIGIBLE STUDENTS AND ALLOCATION OF GRANTS

Within 60 days of the deadline of the present *Call for applications*, the University shall, on the basis of the available resources and until these are exhausted, allocate rent support grants to the eligible students.

The relevant **lists of eligible students** (*graduatorie*) will be published at: <https://www.univr.it/it/concorsi> > Studenti > Misure a sostegno degli student, by the deadlines below:

provisional list	11/06/2021
definitive list	25/06/2021

ART. 7 – PAYMENT OF THE GRANT

In order to enable the payment of the grant, students will need to enter on ESSE3 the details of a bank account for which they are the holder or the co-holder (bank accounts in the name of a third party will not be accepted). Please go to <https://univr.esse3.cineca.it/Start.do> and log in using your username and password, then click on “home - anagrafica” (home - personal details), then go to “dati rimborso” (reimbursement details) section, then click on “modifica dati di rimborso” (change reimbursement details) and enter the required information following the instructions.

Please note: rent support grants are subject to the deductions and charges provided for by law.

ART. 8 – SELF-CERTIFICATIONS AND CHECKS

Applications for rent reimbursement, to be submitted together with information on the applicant’s financial and personal situation, is submitted by the student(s) using a self-certification pursuant to Presidential Decree no. 445 of 28 December 2000.

The University will carry out checks on the applications submitted, even once the grants have been paid to applicants.

The grant will be revoked for anyone falling into the following categories:

- those who have obtained a similar benefit granted by another entity;
- whoever makes false statements (pursuant to Articles 75 and 76 of Presidential Decree. no445/2000).

ART. 9 – INFORMATION ON THE PROCESSING OF PERSONAL DATA

The University of Verona is the Data Controller of personal data provided by those who apply under its *Calls for applications*, in accordance with EU Regulation 2016/679; detailed information on the purposes of the processing, data recipients and the rights of Data Subjects is available on the University's website, at the following link: www.univr.it/en/privacy.

ART. 10 – PROCEDURE OFFICER

Pursuant to Art. 4 of Law no. 241 of 7 August 1990 (“Nuove norme in materia di procedimento amministrativo e di diritto di accesso ai documenti amministrativi” in Italian, “New rules on administrative procedure and right of access to administrative documents”) and subsequent amendments and additions, the Head of the Scholarships and Grants Office (U.O. Diritto allo Studio - Direzione Didattica e Servizi agli Studenti) - via Vipacco, 7 - 37129 Verona is in charge of the administrative process.

Applicants have the right to exercise their right of access to the documents of the selection process, according to the procedures set out in Law no. 241/90 and subsequent amendments and additions. The application must be submitted to the Public Relations Office (Ufficio Relazioni con il Pubblico), Via dell'Artigliere, 8 - 37129 Verona, by completing the relevant form, which can be downloaded at: <https://www.univr.it/it/altri-contenuti-accesso-civico>.

ART. 11 – CONTACT DETAILS FOR INFORMATION

This *Call for applications* can be downloaded at: <https://www.univr.it/it/concorsi> > Studenti > Misure a sostegno degli studenti (*Student Support initiatives*).

Further information and regulations can be requested from the Scholarships and Grants Office (U.O. Diritto allo Studio), <http://www.univr.it/helpdesk> (please log in using your GIA login details) - tel. +39 045/8028711, 8758, 8759.

THE RECTOR
Prof. Pier Francesco Nocini

This document was signed with a digital signature and registered in the University of Verona protocol system pursuant to Art.s 23-bis and 23-ter et seq. of Legislative Decree no. 82/2005 and subsequent amendments.