



AREA DIDATTICA, SERVIZI AGLI STUDENTI, ORIENTAMENTO E INTERNAZIONALIZZAZIONE
Settore Contribuzione Studentesca e Benefici

**CALL FOR APPLICATIONS
for the allocation of
OFF-CAMPUS RENT GRANTS
For students enrolled at the University of Genoa
in the ACADEMIC YEAR 2023/2024**

THE CHANCELLOR

Having regard to the note of the Ministry of University and Research No. 12937 of July 10, 2024 in which:

a) the following normative references were recalled:

- **Law No. 178 of December 30, 2020** (Budget Law for 2021), which in **article 1, paragraph 526** provides for the establishment of a fund to support off-campus students for the year 2021: *“In order to support off-campus students enrolled in state universities, belonging to a household with an index of the equivalent economic situation not exceeding 20,000 euros and who do not benefit from other public housing subsidies, a fund with an endowment of 15 million euros for the year 2021 is established in the estimates of the Ministry of Universities and Research, aimed at paying a subsidy for housing rental expenses incurred by the same off-campus students residing in a different place than the one where the rented property is located,”* and in **paragraph 527** said article delegates to a ministerial decree the definition of the methods and criteria for the disbursement of the resources of the fund as referred to in paragraph 526: *“By decree of the Minister of Universities and Research, in agreement with the Minister of Economy and Finance, to be adopted within sixty days from the date of entry into force of this law, the methods and criteria for disbursing the resources of the fund referred to in paragraph 526 are regulated, also for the purpose of respecting the expenditure ceiling, through the universities, providing that such grants are non-cumulative and cannot be added to other forms of right to study support concerning housing.”*;
- **Law No. 197 of December 29, 2022** (Budget Law for 2023), which states in **article 1, paragraph 580** that *“The Fund referred to in Article 1, Paragraph 526 of Law No. 178 of December 30, 2020, is refinanced by 4 million euros for the year 2023 and 6 million euros annually from the year 2024.”*;
- **MUR-MEF Decree No. 1224 of September 11, 2023**, which defines the implementation methods and criteria for disbursement of the resources of the fund referred to in Art. 1, Paragraph 580 of **Law No. 197 of December 29, 2022**;

b) the relevant procedural steps were communicated to the universities, inviting them to take action in the following sense:

- Issuance of a call for selection aimed at university students enrolled in the 2023/2024 academic year and aimed at the submission of applications for the allocation of the grant for the identification of those actually entitled to financial support;
- to the identification of the per-capita amount of the grant, in relation to the available resources (6 million euros for 2024) and the total number of eligible applicants communicated by the various universities to the Ministry, without prejudice to the possibility for each university to supplement it with its own funds;

Having regard to the resolutions of the Academic Senate on July 16, 2024 and the Board of Directors on July 23, 2024 by which the increase in ministerial funding was approved, in order to supplement the per capita amount of the grant, with the use, alternatively, of other finalized ministerial resources referred to in Ministerial Decree 809 of July 7, 2023, Article 9, letter f, or with the University's own funds.

Taking into account the tight timeframe set by the Ministry of University and Research, which requires the communication of the list of beneficiaries no later than the peremptory deadline of September 27, 2024;

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Art. 1

(Object of selection)

1. **A selection is announced for the 2023/2024 academic year for the allocation of a rent grant for students of the University of Genoa who reside in a place other than the one where the leased property is located for the purpose of attending their chosen course of study (so-called off-campus).**

2. The per-capita amount of the grant to be awarded to the students/students is determined by a provision of the Ministry of University and Research, in relation to the available resources (6 million euros for the fiscal year 2024) and the total number of eligible students reported by the various state universities. The Ministry will allocate to each individual University its share of the aforementioned resources under Article 1, Paragraph 580, of Law No. 197/2022, as also provided by MUR-MEF Decree No. 1224 of September 11, 2023, on the basis of the number of students/students communicated by it to the Ministry.

Art. 2

(Requirements for participation in the selection)

1. Students of the University of Genoa who are regularly enrolled in the academic year 2023/2024 are eligible to apply for the selection for the allocation of the rent grant referred to in article 1. Those who have obtained their final degree in the 2023/2024 academic year before the deadline of this notice may also apply.

For those enrolled in Medical Specialty Schools, reference is made to enrollment in the 2022/2023 academic year.

2. Students referred to in paragraph 1 must meet the following additional requirements:

a) belonging to a household with an Indicatore della Situazione Economica Equivalente per le prestazioni Universitarie (ISEE-U) not exceeding €20,000.00 (twenty thousand/00 euros).

The income situation, subject to the above limit, may also be attested by:

- ISEE-U PARIFICATO, issued to foreign students (ISEE-UP);
- ISEE CORRENTE, if the conditions are met.

For the evaluation of the economic situation, the value of the ISEE-U/ISEE-UP/ISEE CORRENTE certificate produced by the student to the University of Genoa will be taken as a reference for access to benefits for the 2023/2024 academic year (2022/2023 for residents in the medical area).

Late productions of the above-listed Indicators for the sole purpose of participation in the selection may be accepted by the expiration date of this notice, without any effect for enrollment in the 2024/25 academic year and for the granting of benefits of any other nature;

b) being an off-campus student, that is, resident in a different place than where the leased property is located, and have incurred housing rental expenses during the relevant fiscal year (2024).

The leased property must be located in the municipality where the University of Genoa Course of Study in which one is enrolled is based, or in one of the neighboring municipalities.

Students who reside in Italy in the same place where the rented property is located may also apply for the grant only and exclusively if their household of origin resides abroad for the entire period for which the grant is requested, unless the student/students meets the requirements of independence for the purpose of calculating the Income Indicator, since, in that case, their residence in Italy must be in a different place than where the leased property is located;

c) not already benefiting from other public housing subsidies in the reporting year (2024), including also subsidies provided in the form of housing services and not only in the form of financial support. Audits will also be carried out in collaboration with the regional body for the Right to University Study ALISEO (Agenzia Ligure per gli Studenti e l'Orientamento).

3. The following are excluded from participation in the selection process: students who, with respect to the 2023/2024 academic year (2022/2023 for residents in the medical area):

- do not meet the requirements as per paragraphs 1 and 2;
- have no outstanding tuition fees for the 2023/24 academic year and previous academic years - in case of installment payments, all the accrued fees must be paid;
- have dropped out of university or applied for suspension;
- have transferred to another university.

Art. 3

(Deadline and how to apply)

1. The application to participate in the selection, must be submitted using the form available at the University web page <https://modulionline.unige.it/contributilocazionefuorisede> accessible with one's UNIGE credentials (matriculation number and password), addressed to the Settore Contribuzione studentesca e benefici - AREA DIDATTICA, SERVIZI AGLI STUDENTI, ORIENTAMENTO E INTERNAZIONALIZZAZIONE (Piazza della Nunziata, 6 - 16124 Genoa - tel. 010/209.51574 - 010/209.51339), **must be received by 11:59 p.m. on August 28, 2024. The deadline is peremptory.**
2. In the application, the candidate must certify, with respect to the 2023/2024 academic year (2022/2023 academic year for residents in the medical area), under their own responsibility, and aware of the criminal consequences in case of mendacious statements (Articles 46, 47 and 76 D.P.R. 445/2000):
 - a) surname and first name, registration number;
 - b) University of Genoa course of study in which the student is enrolled;
 - c) that they have not dropped out of their degree course or suspended their studies;
 - d) that they have not transferred to another University;
 - e) the condition of being an off-campus student, that is, being resident in a place other than the one where the accommodation is rented (without prejudice to what is indicated in article 2, paragraph 2, letter b), last paragraph, of this notice);
 - f) that they have not benefited from other public housing subsidies, as specified in article 2, paragraph 2;
 - g) that they belong to a household with an index of the equivalent economic situation (ISEE-U/ISEE-UP/ISEE CORRENTE) not exceeding € 20,000.00 (twenty thousand/00 euros);
 - h) that they are aware that the data relating to the regularity of grants and the Income Indicator will be verified ex officio by the university administration (subject to the provisions of Article 2, paragraph 2, letter a), last paragraph);
 - i) that they have entered correctly the bank details for the possible settlement of the benefit in question on the "IBAN" page of the "Tasse e benefici" section of *Servizi Online per gli studenti* (<https://servizionline.unige.it/web-studenti2/it/#/iban>).
3. In the case of untruthful statements, the students automatically forfeit the right to the benefit, without prejudice, however, to the application of further sanctions provided for by the applicable criminal and disciplinary regulations.
4. The applicant must attach to the application the following documents in *pdf* format, under penalty of exclusion from the competition:
 - a) a copy of the **lease agreement**, with a term of at least six months, **fully covering** the time period: **January 1, 2024 → June 30, 2024**.
A copy of the certificate that the contract has been duly **registered** with the Agenzia delle entrate (first registration, extension or renewal) pursuant to Law No. 431 of December 9, 1998 "Discipline of leases and release of real estate for residential use" and subsequent amendments and additions) must also be attached.
The contract must be in the name of or co-owned by the applicant.
The lease ownership may also result from a **deed of takeover** of the contract in the name of others, duly signed by the parties and registered.

The contract may also be in the name of another person. In this case, the name of the applicant must appear within the contract as the person entitled to occupy the dwelling and pay a share of the agreed rent (**deed of subletting**);

- b)** copies of **receipts of expenses for the rental** of the residential property incurred during the year 2024, in the time period **January 1, 2024 → June 30, 2024** (forms of traceability proving the regular payment of rent such as bank transfer; receipts received).

Documents other than those indicated above may be admissible as long as they attest to the regular ownership of the contract and the housing rental expenses incurred during the reference period.

For any lease contracts that also include expenses such as utilities, condominium expenses and miscellaneous taxes, if it is not possible to separate their value from the rent, such expenses shall be deducted from the maximum monthly reimbursable amount at the rate of 25%.

- c)** income indicator (ISEE-U/ISEE-UP/ISEE CORRENTE), if any, for the sole purpose of participation in the selection (art. 2, paragraph 2, letter a)).
5. The candidate must compulsorily indicate their elected address for the purpose of the selection, a telephone number (landline and/or mobile) and a **pec** (certified electronic mail) address, which, since it represents the official means of communication for the purpose of the selection, must be kept up-to-date and active throughout the selection process.

Art. 4

(Judging Committee)

1. Applications and relevant documentation are reviewed by a Selection Committee consisting of the Magnificent Chancellor (or his delegate), the Pro-Chancellor for Education, and the Dichancellor General (or his delegate).

Art. 5

(Selection outcome - Request for review)

1. The acts of the selection are approved by chancelloral decree.
2. The outcome of the selection is communicated to all applicants at the certified electronic mail (pec) address indicated by them in the application.
3. Against any measure of exclusion from the procedure or denial of the granting of the benefit, a request for reconsideration is allowed to the Chancellor to be submitted to the certified e-mail address areadidattica@pec.unige.it within seven (7) days from the date of receipt of the notification of the outcome. The proceeding Administration will provide feedback, again by **pec**, to the aforementioned petitions no later than **September 13, 2024**.

Art. 6

(Acceptance Assignment)

1. Students who have been awarded the benefit must produce a statement of acceptance of the grant and a photocopy of a valid identity document by the deadline set by the Administration as well as comply with the instructions received regarding the disbursement of the benefit, subject, however, to the acquisition of funds by the Ministry.

Failure to do so will result in the holder(s) being considered an automatic renouncer.

This is without prejudice to any specific modalities or prescriptions established subsequently by ministerial provisions and communicated to the grantees.

Art. 7

(Allocation of resources by Athenaeum and grant disbursement)

1. At the conclusion of the selection process and no later than **September 27, 2024**, the University of Genoa communicates to the Ministry of University and Research the number of its own students/students entitled to the grant.
The Ministry, on the basis of the data received, identifies the per capita amount of the grant to be awarded to the students, in relation to the available resources and the total number of eligible students communicated by the various Universities, and allocates to each individual University its share of the resources referred to in Article 1, paragraph 580, of Law 197/2022, for the year 2024 and MUR-MEF Decree No. 1224 of September 11, 2023 - financial year 2024, on the basis of the number of students communicated by it to the Ministry.
2. The University of Genoa, on the basis of the resources allocated by the Ministry, disburses the grant to eligible students.
3. The University of Genoa reserves the right to increase the amount identified by the Ministry, referred to in Paragraph 1, with additional funds, in order to supplement the per capita amount, as provided for in the resolutions of the University Governing Bodies, referred to in the introduction.

Art. 8

(Processing of personal data)

1. The University of Genoa, as Data Controller, undertakes to carry out the processing of the personal data of the candidate(s), acquired in the execution or in dependence of the present call, exclusively within the scope and by reason of the purposes of the call itself, in compliance with the principles and provisions of the General Data Protection Regulation (EU) 2016/679 (GDPR), D. Legislative Decree No. 196/2003 (Personal Data Protection Code), as amended by Legislative Decree No. 101 of August 10, 2018, as well as any and all laws and enactments regarding the protection of personal data that may be applicable from time to time.
2. The provision of personal data is mandatory. Failure to provide it will result in the inability to submit your application. The extended information on the processing of personal data and the exercise of your rights will be provided when you register for access to the application platform.

THE CHANCELLOR
Prof. Federico Delfino
(digitally signed)