

Phd Course in  
"Earth processes and management of resources and risks for a resilient society and territory"  
Cycle XXXIX°  
Università degli Studi di Bari Aldo Moro – Dipartimento di Scienze della Terra e Geoambientali

### **INFORMATIONS ON THE USE OF THE RESEARCH BUDGET**

Each PhD student with a scholarship enrolled in the PhD of national interest in "Earth processes and management of resources and risks for a resilient society and territory" Cycle XXXIX, have a research budget of €9,745.80 (3,248 €.60 each year).

The expenses that can be made with the budget are the following:

#### **A. Mobility and Travel costs (missions)**

Before the mission it is necessary to have prior authorization which can be requested using the CONFERIMENTO DI INCARICO DI MISSIONE (Modulo A).

The form must be sent to the Coordinator prof. Roberto Sulpizio (coordinator@dindistegno.it)

After completing the mission, in order to obtain the refund, it is necessary to present the following documentation to our Administration (Dr.ssa Sabrina Albanese - sabrina.albanese@uniba.it):

- DICHIARAZIONE DI FINE MISSIONE (Modulo B) completed and signed
- NOTA SPESE PER MISSIONE (Modulo C) completed and signed
- Original receipts/invoices
- (if applicable) AUTORIZZAZIONE ALL'USO DEL MEZZO PROPRIO O A NOLEGGIO (Modulo D) completed and signed
- (if applicable) DICHIARAZIONE PER RICHIESTA DI RIMBORSO SPESE TAXI (Modulo E) completed and signed

The refund will be made following the provisions of the "Mission Regulations of the University of Bari Aldo Moro" referred to in the D.R. n. 4293 of 17.12.2018.

#### **B. Costs for participation in conventions/conferences/training courses**

After the convention/conference/training course, in order to obtain the refund of the expenses incurred, it is necessary to present the following documentation to our Administration (Dr.ssa Sabrina Albanese - sabrina.albanese@uniba.it):

- RICHIESTA RIMBORSO CORSO-CONVEGNO completed and signed
- Original receipts/invoices registered to the PhD student
- (Demonstration of payment by the PhD student
- Certificate of participation in the convention/conference/course (if applicable)

#### **C. Costs for IT equipment**

It is necessary to submit the RICHIESTA DI BUONO D'ORDINE, completed and signed, to our Administration (Danilo Susca – danilo.susca@uniba.it).

In this case, the Administration will make the buy according to current legislation.

The costs for IT equipment buy directly by PhD students cannot be refund.



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ALDO MORO

DIPARTIMENTO DI  
SCIENZE DELLA TERRA  
E GEOAMBIENTALI

At the end of the three-year period, the PhD student will be return the equipment to the Department.

For informations contact:

- [info@dindistegno.it](mailto:info@dindistegno.it)
- [coordinator@dindistegno.it](mailto:coordinator@dindistegno.it)