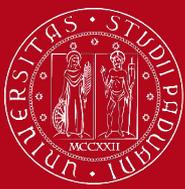


UNIVERSITÀ
DEGLI STUDI
DI PADOVA

THE RESEARCH BUDGET DASHBOARD

USER GUIDE



A research budget no less than 10% (20% for PhD of National Interest) of the annual amount of the scholarship is granted to PhD Students

It is available starting from the first year

Ask the your PhD Course for more information



What expenses are admitted?

Travel (Study/research travels expenses)

Conferences and seminars fees

Consumables (Chemical reagents, audio-visual media, photocopies etc.)

Publication costs

Specific training aimed at research (language courses, etc.)

Other covered expenses

Books and articles (both in paper and digital format)

IT instruments for research (software licenses)

IT equipment to support research (personal computers, tablets, etc)

NEW: registration and other administrative fees required by the partner university in the framework of a cotutelle agreement

Please note that PhD students who receive a grant funded by foreign countries or are beneficiaries of financial support under specific mobility programs (such as Marie Curie, CSC Fellows, BSE) the availability of a research budget and its amount depends on the agreements concerning each specific programme



A dashboard for monitoring the research budget is now available at:

<https://apex.cca.unipd.it/pls/apex/f?p=388>

(The English version of the dashboard will be implemented soon)

You can access the application with your SSO credentials. After logging in, the following screen appears, showing in the first part the overall situation of the allocated budget, the total amount spent, and the remaining difference.

Assegnato	Speso	Deficit
5.372,90	3.064,91	2.307,99

Budget Attività di Ricerca di Ateneo T1	Finanziamenti Esterni
4.872,90	500,00

Esercizio	Annoesate
2024	1.714,18
2025	1.350,73



The data displayed in this application is updated to the previous day.

By clicking on the 'Expense Details' button, a panel appears showing the list of expenses covered by the doctoral student's research budget, with the relevant details: Name of the type of management document (business trip, general expense, supplier invoice, etc.), Financial year which the cost refers to, Management document ID, Supplier of goods/service provider (Detailed subject), Document description, Detailed amount, Date of registration.

Monitoraggio Fondi Dottorato

Situazione Dottorandi

Rendicontazione

Situazione Fondi Dottorandi

Dettaglio Spese Dottorando

[ID] [borando] - Dipartimento di Scienze Chimiche - DISC

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Q

Nome Spese	Esercizio	ID documento	Soggetto dettaglio	Descrizione documento	Importo dettaglio	Data registrazione
MISSIONE	2025	5851		DOCTORATO 3 ^o CICLO (M) - missione n. 288772 di MERCEDE Anna e Domènica / San Sebastián (E) dal 10 al 15/5/2025 per Guild 2025 conference	845,45	18-SET-25
MISSIONE	2025	5852		DOCTORATO 3 ^o CICLO - missione n. 3053348 di MERCEDE Anna e Pisa (P) dal 26/4 al 4/7/2025 per 50th Congress of the Physical Chemistry Division of the Società Chimica Italiana and 5th European Conference on Physical Chemistry	480,28	18-SET-25
ORIONE	2025	5821	NSCSD	Agnoli - Dott. Carlini 2 ^o ciclo - stanza poster	25,00	07-MAG-25
MISSIONE	2024	5352		DOCTORATO 3 ^o CICLO (M) - Missione n° 2221729 di ANNA MERCEDE a Roma Capitale - Italia dal 28/07/2024 al 02/08/2024 per XVIII International Conference on Raman Spectroscopy	813,58	05-DIC-24
MISSIONE	2024	5301		DOCTORATO 3 ^o CICLO (M) - Missione n° 2424810 di ANNA MERCEDE a Milano - Italia dal 27/08/2024 al 27/08/2024 per XVIII Congresso Nazionale della Società Chimica Italiana	200,80	21-NOV-24
MISSIONE	2024	5304		DOCTORATO 3 ^o CICLO (M) - Missione n° 2387262 di ANNA MERCEDE a Ivrea - Italia dal 15/09/2024 al 20/09/2024 per Spectroscopy & Electrochemistry Summer School (SPEC 2024 Summer School)	780,00	21-NOV-24

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The application shows details of expenses that have been accounted for as well as expenses that have already been committed at the time of viewing.

Examples of expenses that can be viewed:

- ✓ Orders and invoices for the purchase of any material/service;
- ✓ Expenses for services covering more than one calendar year in addition to the one in which they were incurred;
- ✓ Research trips;
- ✓ etc.

IMPORTANT: authorized missions that are yet to be carried out, or already carried out but not yet registered, are not displayed. The doctoral student must therefore, with the help of the administrative and accounting staff at the Department, keep separate track of the amounts committed for the abovementioned kind of missions.