



**Comune di Piacenza  
Settore Piacenza 2030**

**CALL**

**FOR THE ALLOCATION OF DORM SPACES TO UNIVERSITY STUDENTS ENROLLED AT UNIVERSITIES IN PIACENZA FOR THE 2026-27 ACADEMIC YEAR, AS PART OF THE SOCIAL INTEGRATION PROJECT AMONG VULNERABLE INDIVIDUALS AND UNIVERSITY STUDENTS ENTITLED "VICINATO SOLIDALE."**

**Art. 1 - Subject Matter and Purpose**

1. The purpose of this public Call is the allocation of dorm spaces for the 2026–27 academic year in housing provided by Fondazione autonoma Caritas Diocesana di Piacenza-Bobbio ETS (hereinafter referred to as "Caritas"), located at Piazzale Crociate No. 5, as part of the "Vicinato Solidale" project, intended for students who are regularly enrolled in degree programs at Piacenza universities' structures.
2. The initiative covered by this Call falls within the scope of:
  1. the 2022–2027 Policy Guidelines of the Municipality of Piacenza, which fully embody the principles of intergenerational justice underlying the UN's 2030 Agenda for Sustainable Development and the Patto per il lavoro e il clima della Regione Emilia-Romagna, and consider the relationship between the city, the education sector, and universities, as well as the implementation of actions aimed at developing university campuses and strengthening policies targeting the entire higher education sector;
  2. the framework of mutual collaboration among the university institutions present in the city (Università di Parma, Politecnico di Milano, Università Cattolica del Sacro Cuore, Conservatorio di musica G. Nicolini), as established by the Memorandum of Understanding between the universities and the Municipality of Piacenza, registered under PG No. 27810 on February 13, 2024, aimed at promoting Piacenza as a university city;
  3. the Documento Unico di Programmazione (DUP) 2026–2028, amended by an update note from DCC No. 14 dated May 11, 2026, which, under Strategic Objective 10.6, provides for "Expanding housing for emergency housing needs and launching experimental projects on cohousing and solidarity-based housing."

**Art. 2 – Characteristics of the "Vicinato Solidale" Project**

1. The "Vicinato Solidale" project combines the provision of 10 beds for out-of-town university students within the local social cohousing project managed by Caritas, with students performing at least 3 hours of solidarity activities per week for 11 months (from September to July). This project is pursuant to the agreement signed by the Municipality of Piacenza and Caritas and approved by DGC No. 169-2026 and registered under PG No. 107090-2026.
2. It is worth highlighting the significant educational value of this experience, as participating in the planned solidarity activities allows the students involved to develop personal and social skills, fostering intergenerational interaction and a more informed understanding of issues related to marginalization and social hardship. The cohousing project at the Caritas housing complex in Piazzale Crociate No. 5 aims to establish a multi-user residential community within the city for precarious workers, vulnerable

individuals, and university students, providing an opportunity to foster personal growth for both the residents and the local community.

3. The specific objectives of the cohousing project at the Caritas housing complex in Piazzale Crociate No. 5 are to:

- providing housing and social integration programs for people in situations of socioeconomic vulnerability;
- guiding precarious workers toward self-sufficiency through housing support and social integration;
- supporting university students by offering reduced rates and promoting spaces for sharing;
- creating a space for gathering, spirituality, and education that serves as a focal point for the local community.

**Art. 3 – Eligible Applicants**

1. This call for applications is open to students who are regularly enrolled in degree programs at the Piacenza university structures of Politecnico di Milano, Università Cattolica del Sacro Cuore, and Università degli Studi di Parma, as well as in the two-year and three-year programs at the G. Nicolini Conservatory. Applicants should meet the requirements regarding academic merit, financial status, and suitability for the project specified in Article 4 below.

**Art. 4 – Selection Criteria and Evaluation Process**

1. Selection will be based on the following criteria:

Selection Criteria	Maximum Score
Academic performance: enrollment in a degree program and, by the application deadline, completion of at least 60% of the credits required by the curriculum for the current academic year, with a grade point average of no less than 24/30 <i>For first-year students: for years spent in high school, will be considered the average grade achieved in each year and the high school graduation exam score; for years spent at universities or other institutions, will be considered the number of exams taken, the average grade of those exams, or the bachelor’s degree grade in the case of students enrolled in the first year of a master’s degree program.</i>	60
Financial status, to be certified via ISEE	25
Curriculum vitae, demonstrating past experiences relevant to assessing personal suitability for the “Vicinato Solidale” project <i>for first-time applicants only, the assessment of suitability, motivation, and interpersonal skills will take place following an interview, to be conducted online</i>	15
<b>Total</b>	Max 100

2. Available positions are allocated first to fulfill renewal applications for candidates who meet the requirements; only any remaining positions are allocated to first-time assignment applications and, secondarily, to reassignment applications for those who requested renewal but did not maintain the requirements set forth in paragraph 1.

3. The introductory interview is reserved solely for candidates applying for their first assignment, and is conducted only to the extent strictly necessary to fill any remaining positions after all eligible renewal applications have been accommodated.

4. The score for the “Curriculum Vitae and Aptitude” criterion, up to a maximum of 15 points, is assigned according to different methods depending on the type of application:

- a) for renewal applicants, it is awarded based solely on the documentation submitted, without an interview, as aptitude, motivation, and interpersonal skills are already attested by the CV and participation in the "Vicinato Solidale" project in previous years;
- b) for first-time applicants, it is awarded exclusively based on the outcome of the introductory interview referred to in Paragraph 5 and does not contribute to the formation of the provisional ranking list. For these candidates, the provisional ranking is based solely on the criteria of "Academic Performance" (up to 60 points) and "Financial Status" (up to 25 points), for a maximum provisional score of 85 points.

5. The interview, to be conducted online, is intended to assess the candidate's aptitude, motivation, and interpersonal skills and is reserved exclusively for first-time applicants. Invitations to the interview are determined according to the following provisions:

- a) Once all eligible renewal applications have been processed, the number of remaining spots available for first-time assignments is determined;
- b) First-time applicants are ranked in descending order based on their provisional score (up to 85 points);
- c) The interview awards each candidate an additional score ranging from 0 to 15 points. Given that the maximum possible increase is 15 points, a candidate whose provisional score is more than 15 points lower than that of the last provisionally admitted candidate will be automatically excluded from the interview invitations.
- d) No interviews will be held if the number of renewal applications exhausts the available positions.

6. Candidates invited to the interview are assigned an interview score (from 0 to 15), which is added to their provisional score to determine their final score. The final ranking is based on this final score, and the remaining positions are filled accordingly.

7. In the event of a tie in the final score among candidates for whom there are insufficient available positions, priority is determined by applying, in the following order and each criterion being subordinate to the preceding one, the following criteria:

- a) higher score achieved in the "Academic Performance" criterion;
- b) the highest score achieved in the "Economic Status" criterion (corresponding to the lowest ISEE value);
- c) the highest score achieved in the "Resume and Aptitude" criterion;
- d) the applicant's younger age.

8. Notifications will be sent via email. First-time applicants are therefore advised to monitor their email inboxes closely throughout the entire selection period.

9. For new admissions only, the Politecnico di Milano - Piacenza Campus has priority rights to 80% of the beds in the ranking resulting from the Commission's evaluation process. Fondazione EDUCatt has priority rights to 10% of the beds, and Università di Parma has priority rights to the remaining 10%. This priority division may vary based on actual first-time applicants admitted to the ranking.

10. Students residing in the Municipality of Piacenza are excluded from housing assignments. The Commission reserves the right to assess whether students are receiving scholarships or similar benefits.

11. Students who submit a new application after having terminated their contract during the previous academic year are excluded from the ranking.

### **Art. 5 - Evaluation Committee**

1. The selection will be carried out by the Commission established for this purpose and coordinated by the Municipality of Piacenza, composed, among others, of a representative from Caritas.
2. The Committee will decide on dorm allocations by July 31, 2026. In special cases involving justified organizational reasons, the Committee may extend the evaluation process beyond the deadline. In such cases, the Committee will promptly notify candidates via email.
3. The Commission's decisions are irrevocable.

### **Art. 6 - Reviews and Revocation**

1. The assignment may be revoked in the following cases:
  - repeated violations of the rules set forth in the Caritas Housing Regulations, as referred to in Article 8 below, which are binding on students participating in the "Vicinato Solidale" Project;
  - prolonged failure, without valid justification and despite official warnings, to fulfill the commitments undertaken upon joining the "Vicinato Solidale" Project, as set forth in Article 8 below;
  - failure to pay the fee established in Article 7 below.

To this end, Caritas Project Coordinator submits specific periodic reports to the Municipality of Piacenza.

2. If checks conducted after assignments reveal that even one statement in the declarations referenced in Article 9, paragraph 3, is false, the dorm unit assignment will be revoked immediately, without prejudice to any criminal consequences for making a false declaration.

### **Art. 7 - Accommodation Features and Voluntary Contribution for Lodging**

1. The Caritas-managed facility at Piazzale Crociate No. 5 in Piacenza allocates 10 furnished single rooms with en-suite bathrooms for exclusive use to students participating in the "Vicinato Solidale" Project. Students may also use common areas, including a kitchen, recreation room, study room, laundry room, and outdoor courtyard with bicycle storage.

2. For the 2026–2027 academic year, the monthly accommodation fee for students is set at **€350**. This fee is to be paid by each beneficiary to Caritas by the 15th of each month for the entire duration of the project (September 2026–July 2027). This fee includes lodging in a furnished single room with a bathroom; use of common areas, such as the kitchen, laundry room, and study room; utilities, including electricity, gas, water, and waste disposal; routine maintenance; an insurance fee for membership in the Carmen Cammi Association; and tutoring by Caritas staff.

3. The voluntary contribution for lodging owed by guests will be collected directly by Caritas.

4. The guest is responsible for the care of the property and all items contained therein. Any damage caused to the property, furnishings, equipment, or common areas—beyond normal wear and tear—shall be fully borne by the guest.

5. Guests retain the right to designate the property as their temporary domicile for reasons related to their participation in the program and solely for the duration of their stay. It is not possible to register one's official residence at the assigned facilities.

6. Photos of the accommodations can be viewed at the following link: [https://drive.google.com/drive/folders/1HbPV37zE2JljCAgRpFugZw14YQziMPtI?usp=drive\\_link](https://drive.google.com/drive/folders/1HbPV37zE2JljCAgRpFugZw14YQziMPtI?usp=drive_link) Students and their families have the opportunity to view the housing before accepting the assignment; this opportunity is available upon request for an appointment with a Caritas representative, to be requested at the following email address: [ghinelli@caritaspiacenzabobbio.org](mailto:ghinelli@caritaspiacenzabobbio.org)

## **Art. 8 - Obligations of Students Participating in the Program**

1. The assignment of a bed to Students successfully placed on the evaluation ranking is valid from September 1 through July 31.
2. Participation in the "Vicinato Solidale" Project requires all admitted students to dedicate at least 3 hours per week (from September through July, except in cases of temporary absence, in which the missed hours must be made up promptly) to performing volunteer activities within initiatives organized by the Caritas organization in Piacenza. Students must follow the instructions provided by the Caritas project coordinator. Students must verify this commitment by completing the sign-in sheet available at the service location and having it countersigned by the service coordinator. Students must submit the sign-in sheet monthly to the Caritas project coordinator to confirm their reports and verify compliance with the housing provision obligations.
3. Students are required to comply with privacy regulations regarding the participants in the "Vicinato Solidale" Project.
4. Admission to the Vicinato Solidale Project entails participation in the following:
  - Individual interviews with the project coordinator at the beginning of the year. These meetings are intended to introduce new students to the project and help them understand their commitment. It is important to gather information about students' schedules, previous volunteer experience, and needs to identify the best service for each student. These interviews take place in September.
  - A general assembly meeting to present the project.
  - A specific interview with the coordinator of the volunteer initiative during which the student is briefed on the activities to be carried out throughout the year.
  - A preliminary meeting to meet the service recipient to whom the student has been assigned and/or tour the facilities where the student will provide service in the presence of the facility managers.
  - A midterm evaluation interview by January to gather feedback from students after the first few months of the project regarding challenges, issues, and impressions.
  - A final evaluation interview will take place by July to discuss the entire year of service. Together with the student, an overall assessment of the experience will be drawn up. These evaluations will serve as the basis for the Caritas coordinator's decisions regarding the student's potential readmission for the following year. The coordinator will propose these decisions in a written report addressed to the Commission.
5. Students must also maintain proper and positive neighborly relations with the other guests of the rooms made available by Caritas, and fully comply with the Housing Regulations, which they acknowledged upon signing the personalized hospitality plan.
6. The designated Caritas representative will verify that all students are fulfilling their solidarity duties in an acceptable manner. Prolonged failure to meet these commitments without valid justification, even after receiving official warnings, may result in termination from the program and revocation of the dorm assignment, even during the academic year.
7. Students who submit their application to the project declare that they are aware that:
  - they must fulfill the tasks set forth in the "Vicinato Solidale Project" within the timeframes and in the manner specified in this Article;
  - They must sign the personalized hospitality plan and the Housing Regulations of the accommodation provided by Caritas;
  - The lodging assignment is non-transferable; violation of this rule will result in immediate forfeiture of the lodging assignment;

- They must report to the Caritas offices by August 30, 2026, to sign the personalized housing plan and the Housing Regulations (or, alternatively, upon agreement with the Caritas representative, submit them electronically according to the procedures indicated by the representative). Students who do not sign these documents by the specified date will be considered to have withdrawn, and the unoccupied dorm units will be assigned to students in accordance with the order of the relevant ranking list;
- Students participating in international exchange programs, while retaining their right to the housing assignment, must vacate the unit during their stay abroad and are required to pay the lodging fee only for the period they are present on site;
- Students who are temporarily absent are required to pay the lodging fee even for the period of their absence.

### **Art. 9 - Deadlines and Procedures for Submitting**

1. Applications must be submitted to [protocollo.generale@cert.comune.piacenza.it](mailto:protocollo.generale@cert.comune.piacenza.it) from a certified email account or a general email account **by 12:00 p.m. on July 21, 2026.**

2. The application email must have the subject line **"Candidatura a Progetto Vicinato Solidale per a.a. 2026-27"** and must contain the following documentation:

- a) application form, prepared according to the template **in Annex C** to this Call and signed by the applicant, including a privacy statement;
- b) the candidate's resume, highlighting past experiences relevant to assessing personal suitability for the "Vicinato Solidale" project;
- c) academic transcript and any other academic documents deemed relevant for the selection process:

**For first-year students:**

- a document detailing their academic record for the last three years of high school, indicating the grades obtained in each year and in each subject (e.g., copies of school reports).

**For students enrolled in years beyond the first:**

- a self-certification listing the exams taken as of the date the application is submitted, including credits, grades, dates, and final average grade.

**For students enrolled in a Master's degree program:**

- a photocopy of the degree certificate showing the date, the grade received, and the highest possible grade under the grading system of their country.
- A photocopy of a document showing the date of enrollment at the university, the years of enrollment, and the duration of the degree program.
- A self-certification listing the exams taken as of the date the application is submitted, including credits, grades, dates, and final average grade.

- d) ISEE certification, reflecting the financial situation of the student's household or, in the case of an independent student, that of the new household;
- e) A copy of the identity document of the applicant signing the application.

3. In the application form, completed in accordance with **Annex C**, the applicant must declare, under their own responsibility:

- 1) participation in the Vicinato Solidale Project as described in this call for applications (Articles 2 and 8);
- 2) their place and date of birth;
- 3) their citizenship;
- 4) their place of residence;
- 5) their tax identification number;
- 6) the composition of the household;
- 7) the total GROSS income of the cohabiting family or the new household in the case of an independent student;

8) the financial situation of the cohabiting family or the new household in the case of independent student, to be certified by the ISEE.

9) whether the student receives any scholarships, awards, or similar benefits;

10) enrollment in active Bachelor's or Master's degree programs at the Piacenza campuses of Politecnico di Milano, Università Cattolica del Sacro Cuore, Università di Parma, and in the two-year and three-year programs at Conservatorio G. Nicolini for the 2026–2027 academic year, or enrollment in the entrance exam, if applicable.

**4. Failure to submit or to fully complete any document required under this article, or the omission from the application of even a single one of the declarations referred to in paragraph 3 above, will result in exclusion from the selection process.**

5. The documentation listed above must be submitted to [protocollo.generale@cert.comune.piacenza.it](mailto:protocollo.generale@cert.comune.piacenza.it) from a certified email account or a general email account. Documents may be signed with a digital signature or with scanned signatures, in this case accompanied by a copy of the signatory's identification document. The email must have the subject line "**Candidatura a Progetto Vicinato Solidale per a.a. 2026-27**". The date of receipt on the official registry will be considered the deadline for compliance.

6. For any clarifications, please contact the Piacenza Giovani Service at [politichegiovani@comune.piacenza.it](mailto:politichegiovani@comune.piacenza.it) or 0523 492390 (for "technical" inquiries, please submit your questions in writing via email).

#### **Art. 10 - Processing of Personal Data**

1. Pursuant to Art. 13 of Legislative Decree No. 196/2003 (hereinafter also referred to as the "Privacy Code") and pursuant to Art. 13 of EU Regulation No. 2016/679 on the protection of natural persons with regard to the processing of personal data and on the free movement of such data (hereinafter also referred to as the "EU Regulation"), we hereby inform you that the personal data provided by participants in this call for applications is collected by the Agency for the pursuit of its institutional purposes, and its processing will be based on the principles of fairness, lawfulness, and transparency.

2. The provision of data is mandatory for the granting of the grants covered by this notice, and any refusal to provide such data could result in failure to participate or improper participation in the notice itself.

The data controller is the City of Piacenza, Piazza Cavalli 2 – 29121 Piacenza; the data processor is the Director of the Piacenza Giovani Service. The Data Protection Officer (DPO) for the City of Piacenza is Colin & Partners – DPO Attorney Valentina Frediani (email [dpo@comune.piacenza.it](mailto:dpo@comune.piacenza.it)).

3. At any time, the legal representative or contact person of the entity participating in this notice may exercise their rights pursuant to Article 7 of Legislative Decree 196/2003 and Articles 15 through 22 of the EU Regulation. In particular, the data subject has the right at any time to obtain confirmation as to whether or not personal data concerning him or her are being processed and to access his or her personal data to learn: the purpose of the processing, the category of data being processed, the recipients or categories of recipients to whom the data have been or will be disclosed, the retention period for such data, or the criteria used to determine that period. The data subject may also request rectification and, where possible, erasure or restriction of processing; finally, the data subject may object, on legitimate grounds, to the processing of their personal data. In general, the right to data portability referred to in Article 20 of the EU Regulation does not apply.

4. If, upon exercising the right of access and related rights provided for in Article 7 of the Privacy Code or Articles 15 through 22 of the EU Regulation, the response to the request is not received within the specified time frame or is unsatisfactory, the data subject may assert their rights before the courts or by filing a complaint with the Data Protection Authority.

**Art. 11 - Information and Contacts**

1. This public call and its attachments are available on the website of the Municipality of Piacenza ([www.comune.piacenza.it](http://www.comune.piacenza.it)). The notice is also available at the Public Relations Office (URP) of the Municipality of Piacenza, located at the QUIC multi-purpose service counters at Via Beverora 57. For any information or clarification, please contact the Piacenza Giovani Service at the following email address: [politichegiovani@comune.piacenza.it](mailto:politichegiovani@comune.piacenza.it) - 0523 492390 (for "technical" inquiries, please submit your request in writing via email).