

## **Announcement of Call to Award a Doctoral Research Scholarships**

(The present English version of the Notice does not dispense the reading of the Notice in Portuguese, as it is the Portuguese version that has legal value.)

The Polytechnic Institute of Viseu is launching a call for a research grant, hereinafter referred to as PhD Research Grant (BID), in the area of Agricultural Sciences/Social Sciences/Food Sciences, under the FCT Research Grant Regulations (RBI) and the Research Grant Holder Statute (EBI).

The grant will be funded by the Foundation for Science and Technology (FCT) under the Collaboration Protocol for Funding of the Multi-Annual Research Grant Plan for PhD Students, signed between FCT and the R&D Unit: Center for Natural Resources, Environment and Society (CERNAS), with reference UIDP/00681/2020.

### **1. SUBMISSION OF APPLICATION**

The call is open from August 1 to August 31, 2021.

Applications and supporting documents for the application foreseen in this Notice of Call for Proposals must be submitted by email to [ipv@sc.ipv.pt](mailto:ipv@sc.ipv.pt).

Each candidate may submit only one application, under penalty of cancellation of all applications submitted.

Any false statements or plagiarism on the part of the applicant will result in the cancellation of the application, without prejudice to other sanctionary measures.

### **2. TYPE AND DURATION OF THE FELLOWSHIPS**

The PhD research grant is intended to fund research activities leading to a doctoral degree in Portuguese universities.

The research activities leading to the doctoral degree will take place at the R&D Unit CERNAS, at the Management Unit of the Polytechnic Institute of Viseu, which will be the grantee's host institution, and the work may be carried out in collaboration with other institutions.

The research activities leading to the doctoral degree of the selected fellow must be framed in the activity plan and strategy of CERNAS, and must be developed within the framework of doctoral programs of national institutions.

The work plan may take place entirely or partially in a national institution (in-country fellowship or mixed fellowship, respectively).

In the case of mixed grants, the period of the work plan that takes place in a foreign institution cannot exceed 24 months.

### **3. RECIPIENTS OF THE GRANTS**

Doctoral Research Grants are intended for enrolled candidates or candidates who meet the necessary conditions to enroll in a Doctoral Program, and who intend to develop research

activities leading to the award of a doctoral degree at the CERNAS R&D Unit, or at associated host institutions.

#### 4. ADMISSIBILITY

##### 4.1 Admissibility Requirements

The following may apply to this call

- National citizen(s) or citizen(s) of other member states of the European Union.
- Non-EU citizens.
- Stateless persons.
- Citizen(s) benefiting from the status of political refugee.

To apply for a PhD Research Fellowship, it is necessary

- Hold a bachelor's or master's degree in the areas of Agricultural Sciences/Social Sciences;
- Reside in Portugal permanently and habitually, if the work plan associated with the grant is partially carried out in foreign institutions (mixed grants), a requirement applicable to both Portuguese and foreign citizens.
- Not have been awarded a PhD or PhD in Enterprise grant directly funded by FCT, regardless of its duration.

##### 4.2 Admissibility requirements for the application

It is essential, under penalty of non-admission to the Competition, to attach the following documents to the application:

- Elements of the identity card/citizen card/passport;
- Detailed curriculum vitae of the candidate;
- Certificates of academic qualifications, specifying the classification

final classification and, if possible, the marks obtained in all subjects taken, or, alternatively, declaration of honour from the applicant stating that he/she has completed the degree of licenciado(a) (graduate) or mestre (bachelor) by the application deadline;

- A record of recognition of academic degrees awarded by foreign higher education institutions and a record of the conversion of the respective final classification into the Portuguese classification scale, or alternatively, a declaration of honour from the applicant that he/she has obtained the recognition of the foreign degree equivalent to that of bachelor or master by the application deadline;
- Letter of motivation, explaining the reasons for your application, your academic and professional background, your areas of interest, and how these fit with the work plan in this call for applications;
- Declaration, under oath, of proficiency in the English language understood (minimum B2), spoken (minimum B1) and written (minimum B2), being considered for this purpose the self-assessment of the Common European Framework of Reference for Languages (available at <https://europass.cedefop.europa.eu/sites/default/files/cefr-pt.pdf> )

- Write the application and all the documents associated with it, including the letters of motivation, in Portuguese or in English.

Regarding the above admissibility requirements the following should be noted:

- In the case of academic degrees awarded by foreign higher education institutions, and to ensure the application of the principle of equal treatment to applicants holding foreign and national academic degrees, the recognition of these degrees and the conversion of the respective final classification to the Portuguese classification scale is mandatory.

The recognition of foreign degrees and diplomas as well as the conversion of the final classification into the Portuguese classification scale may be requested at any public higher education institution, or at the Directorate General of Higher Education (DGES, only in the case of automatic recognition). In this regard, we suggest that you consult the DGES portal at the following address: <http://www.dges.gov.pt>.

- Applicants will only be admitted if they have completed the cycle of studies leading to a bachelor's or master's degree by the application deadline. In the event candidates do not have their degree certificate, a declaration of honor will be accepted that they have completed the necessary qualifications for the competition by the application deadline. The award of the scholarship is always dependent on the presentation of proof of the academic qualifications required for the award of the scholarship.

## 5. WORK PLANS AND SCIENTIFIC ORIENTATION OF THE FELLOWSHIPS

The work plan includes all research activities associated with obtaining the doctoral degree that are fall under the scope of the research groups Environment and Society (<http://www.cernas.org/pt/equipa/grupo-de-pesquisa-em-meio-ambiente-e-sociedade/>) and Agricultural Sciences (<http://www.cernas.org/pt/equipa/grupo-de-pesquisa-de-ciencias-agricolas/>).

The mentoring team will include a supervisor appointed by the degree-granting institution, and two co-supervisors integrated researchers from CERNAS.

## 6. EVALUATION CRITERIA AND BONUSSES

### 6.1 Evaluation Criteria

Evaluation considers the merit of the candidate. The selection and seriation is made according to curricular evaluation and interview.

Admissible applications will be scored on a scale of 0 to 20 points in each of the following evaluation criteria:

#### A) Academic qualifications (Maximum 20 points, 25% weighting):

- (a.1) Undergraduate grade (points = undergraduate grade);
- a.2) Top-up if you have completed post-graduate studies (+ 1.0 points);
- a.3) Bonus if you have completed a Master's degree (+ 2.0 points);

#### B) Scientific production (maximum of 20 points, 25% weighting)

- (b.1) Article in which the candidate participates as an author (published or demonstrably accepted in Web of Science Core Collection/Scopus indexed journals, e.g. available online, doi) 1.5 / each

- b.2) Increased if you are 1st or corresponding author (+1.0 point) 1.0/each
- b.3) Article in which the candidate participates as an author in other journals (published or accepted, e.g.: available online, doi) 0,25 / each
- b.4) Increased if 1st or corresponding author (+0,25 point) 0,25 / each
- b.5) Author or co-author of a book or book chapter (proven published or in print) 1,5 / each
- b.6) Increased if the author is the 1st or corresponding author (+0,25 point) 0,25 / each
- b.7) Presentation of oral papers in conferences/congresses 0,75/each
- b.8) Increased if it is an International Congress (+0,25 points) 0,25/each
- b.9) Presentation of papers in poster in conferences / congress 0,5/each
- b.10) Increased if International Congress (+0,25 points) 0,25/each

**C) Professional and research experience** in the areas in which the competition is open (Maximum 20 points, weighting of 10%):

- c.1) Experience in research activities 1.0 /month
- c.2) Professional experience 1,0 /year

**D) Interview** (Maximum 20 points, weighting 40%):

Considering a scale of 0 to 20 points, in the interview will be evaluated, namely, but not exclusively:

- Capacity to communicate and fluency in oral and written Portuguese and English language.
- Initiative, ambition, and motivation to work in a team, but also autonomy and critical spirit to develop research activities that are assigned.
- Availability and means to travel to carry out practical activities between the various institutions involved in the doctoral plan, which are expected to be located in different cities.

For the purposes of the decision on the award of the scholarships, the candidates will be ranked according to the weighted average of the marks obtained in each of the criteria, which will be translated into the following formula:

$$\begin{aligned}
 \text{Final Classification} = & ( 2 \qquad \qquad \qquad 5\% \times A) \\
 + & ( 2 \qquad \qquad \qquad 5\% \times B) \\
 + & ( 1 \qquad \qquad \qquad 0\% \\
 \times & C) \qquad \qquad \qquad + ( 4 \qquad \qquad \qquad 0\% \\
 \times & D)
 \end{aligned}$$

For tie-breaking purposes, the candidates will be ranked based on the marks attributed to each of the evaluation criteria in the following order of precedence: criterion D, criterion B, criterion A, criterion C.

The selection board reserves the right not to award the research grant in competition depending on the result of the evaluation of the applications and their suitability to the objectives of CERNAS.

Important notice for applicants with degrees issued by foreign higher education institutions:

- Applicants(s) with diplomas issued by foreign higher education institutions may apply and will be evaluated with the same criteria as applicants with diplomas issued by Portuguese institutions, provided that they present, in their application, proof of the recognition of the academic degrees and the conversion of the final classification to the Portuguese classification scale under the terms of the applicable legislation.
- Applicants with foreign degrees who do not submit proof of the conversion of the final classification into the Portuguese classification scale will be assessed with the minimum classification (10 points) under criterion a1.
- In any case, scholarship contracts with applicants with degrees issued by foreign institutions will only be signed upon presentation of proof of academic degree recognition and conversion of the final classification, as indicated above.

## 6.2 Bonus

Not applicable.

## 7. EVALUATION

The candidate's evaluation panel is composed of the following members:

- Doctor Edite Maria Relvas Neves Teixeira Lemos, Co-ordinating Professor, School of Agriculture, Polytechnic Institute of Viseu (Panel Coordinator);
- Doctor Ana Pinto de Moura, Assistant Professor, Universidade Aberta (Effective Member);
- Doctor José Luís da Silva Pereira, Adjunct Professor with Habilitation, School of Agriculture, Polytechnic Institute of Viseu (effective member)
- Doctor Cátia Clara Ávila Magalhães, Adjunct Professor, School of Education, Polytechnic Institute of Viseu (Substitute Member)
- Doctor Elisabete Tavares Lacerda de Figueiredo Oliveira, Assistant Professor, Department of Biosystems Sciences and Engineering, Higher Institute of Agronomy, University of Lisbon (Substitute Member)
- Doctor Daniela Vasconcelos Teixeira Aguiar da Costa, Adjunct Professor, School of Agriculture, Polytechnic Institute of Viseu (Substitute Member)

If the Jury Coordinator is unable to attend, he/she will be replaced by the first effective member, and the alternate member will be appointed to replace the effective member. The evaluation panel will assess applications in accordance with the evaluation criteria set out in this Notice of Call for Applications, weighing the following elements judgement.

All panel members, including the co-ordinator, are committed to a set of responsibilities essential to the evaluation process, such as the duties of impartiality, declaration of any potential conflict of interest and confidentiality. At all times during the evaluation process,

confidentiality is fully protected and ensured in order to guarantee the independence of all opinions produced.

Panel members, including the coordinator, may not be supervisors or co-supervisors of candidates with applications submitted to the competition.

For each application, the panel will produce a final evaluation sheet where the arguments that led to the classifications attributed to each of the evaluation criteria and sub-criteria are presented in a clear, coherent, and consistent manner.

Minutes shall be produced of the meetings of the evaluation panel and shall be the responsibility of all its members.

The minutes and their annexes shall obligatorily include the following information

- Name and affiliation of all members of the evaluation panel;
- Identification of all excluded applications and respective justification, if applicable;
- Methodology adopted by the panel for cases considered particular, if applicable;
- Final Evaluation Sheet for each candidate;
- Provisional ranking and seriation list of the candidates, in descending order of the final ranking, of all the applications evaluated by the panel;
- CDI declarations of all the panel members;
- Any delegation of vote and competencies due to justified absence.

## **8. DISSEMINATION OF RESULTS**

The results of the evaluation shall be communicated via e-mail to the address used by the candidate to send the application or indicated by him/her in the application.

## **9. DEADLINES AND PROCEDURES FOR PRIOR HEARING, COMPLAINT AND APPEAL**

After notification of the provisional list of the results of the evaluation, the candidates have a period of 10 working days to, if they wish, make their comments during a prior hearing of interested parties, under the terms of articles 121 and following of the Administrative Procedure Code.

The final decision will be issued after the analysis of the statements presented during the prior hearing of interested parties. A complaint may be lodged against the final decision within 15 working days, or alternatively an appeal may be lodged within 30 working days, both counting from the respective notification. The Candidates who choose to file a complaint should address their appeal to the member of the FCT Board of Directors with delegated competency. Candidates who choose to file an appeal should address their appeal to the FCT Board of Directors.

## **10. REQUIREMENTS FOR AWARDING GRANTS**

Research grant contracts are entered into directly with FCT.

The following documents must be submitted, when the grant is awarded, for contracting purposes

- a) Copy of the civil, fiscal and, when applicable, social security identification document(s)<sup>1</sup>;

- b) Copy of the academic qualifications certificates of the academic degrees held
- c) Presentation of the register of recognition of the foreign academic degrees and conversion of the respective final classifications to the Portuguese classification scale, if applicable
- d) Document proving the enrolment and registration in Doctorate Programmes indicated by CERNAS;
- e) Statement from the supervisor(s) assuming responsibility for the supervision of the work plan, under the terms of article 5-A of the Research Grant Holder Statute (draft declaration to be made available by FCT);
- f) Document proving acceptance of the applicant by the institution where the research activities will take place, guaranteeing the necessary conditions for the proper development of the research activities, as well as fulfillment of the duties stipulated in article 13 of the Research Grant Holder Statute (draft statement to be made available by FCT);
- g) Updated document proving compliance with the regime of exclusive dedication (draft statement to be made available by FCT).

The award of the grant is also subject to

- Fulfilment of the requirements set out in this Announcement of the Call;
- the result of the scientific evaluation
- the absence of unjustified breach of duty by the grant recipient under a previous grant contract funded directly or indirectly by FCT;
- FCT budget availability.

Failure to submit any of the documents needed to complete the grant contracting process within 6 months of the date of communication of the decision to award the grant conditionally will result in the expiration of the grant and the termination of the process.

## 11. FINANCING

Payment of the grants will begin upon return of the duly signed grant agreement by the applicants, which should occur within a maximum of 15 working days from the date of receipt.

The grant awarded under the scope of this call will be financed by FCT with funds from the State Budget and, when eligible, with funds from the European Social Fund, to be made available under the PORTUGAL2020 programme, namely through the Regional Operational Programme of the North (NORTE 2020), the Regional Operational Programme of the Centre (Centro 2020) and the Regional Operational Programme of the Alentejo (Alentejo 2020), according to the regulations established for this purpose.

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<sup>1</sup> The availability of these documents may be replaced, at the option of the candidate, by their presentation in person at the funding entity, who will keep the elements contained in them that are relevant for the validity and execution of the contract, including the civil, tax and social security identification numbers, as well as the validity of the respective documents



## 12. GRANT COMPONENTS

The grant recipient will receive a monthly maintenance allowance of 1104.64 euros, in accordance with Regulation 950/2019 and the updated values established by FCT with effect from 1 January 2021.

The grant may also include other components, under the terms set forth in article 18 of the RBI and by the values provided in its Annex II.

All grant recipients shall have personal accident insurance for research activities, paid for by FCT.

All grant recipients who are not covered by any social protection scheme may exercise their right to social security by joining the voluntary social insurance scheme, under the terms of the Social Security Contributions Code.

## 13. PAYMENTS OF THE GRANT COMPONENTS

Payments due to the grant recipient shall be made by bank transfer to the account he or she identifies. The payment of the monthly maintenance allowance will be made on the first working day of each month.

Payments for registration, enrolment or tuition fees shall be made by FCT directly to the national institution where the grant recipient is enrolled or enrolled in the doctoral program.

## 14. TERMS AND CONDITIONS FOR RENEWAL OF GRANTS

Renewal of the grant always depends on a request submitted by the grant recipient within the 60 working days prior to the start date of the renewal, accompanied by the following documents

- a) opinions issued by the supervisor and host entity/s on the monitoring of the grantee's work and the evaluation of his/her activities;
- b) up-to-date document proving compliance with the regime of exclusive dedication;
- c) document proving renewal of enrolment in the cycle of studies leading to a doctoral degree.

## 15. INFORMATION AND PUBLICITY OF GRANTED FUNDING

In all R&D activities directly or indirectly funded by the grant, namely in all communications, publications and scientific creations, as well as theses, carried out with the support provided by the grant, mention should be made of financial support from the FCT and the European Social Fund, through, namely, the Regional Operational Programme of the North (NORTE 2020), the Regional Operational Programme of the Centre (Centro 2020) and the Regional Operational Programme of the Alentejo (Alentejo 2020). To this end, the insignia of the FCT, the MCTES, the ESF and the EU shall be included in the documents relating to these actions, in accordance with the graphic standards of each operational program.

Dissemination of results of research funded under the RBI shall comply with the open access rules for data, publications and other research results in force at the FCT.



In all grants, and in particular in the case of actions supported by EU funding, namely from the ESF, monitoring and control actions may be carried out by national and EU bodies, in accordance with the legislation applicable in this area. The grant recipients are obliged to cooperate and provide the requested information, which includes carrying out surveys and evaluation studies in this area, even if the grant has already ended.

#### **16. POLICY OF NON-DISCRIMINATION AND EQUAL ACCESS**

FCT promotes a policy of non-discrimination and equal access, in which no applicant shall be privileged, benefited, prejudiced, or deprived of any right or exempt from any duty on the basis of ancestry, age, gender, sexual orientation, marital status family status, economic situation, education, origin or social condition, genetic heritage, reduced capacity to work, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological beliefs and trade union membership.

#### **17. APPLICABLE LEGISLATION AND REGULATIONS**

The Tender is governed by this Notice of Opening, by the FCT Research Grants Regulation, approved by Regulation No. 950/2019, published in the II Series of the DR of 16 December 2019, by the Research Grant Holder Statute approved by Law No. 40/2004, of 18 August, as amended, and by the other applicable national and EU legislation.