

Call Opening Notice for Awarding of Doctoral Research fellowships

The CCMAR - Centro de Ciências do Mar do Algarve opens a call for applications for 15 research fellowships, hereinafter referred to as Doctoral Research Fellowships, in scientific areas associated with Marine Sciences, under the FCT Research Fellowships Regulation (RBI) and the Research Fellow Statute (EBI).

The Doctoral Research fellowships will be funded by the Foundation for Science and Technology (FCT) under the Collaboration Protocol for Financing the Multiannual Plan for Research Scholarships for PhD Students, signed between FCT and Centro de Ciências do Mar do Algarve R&D Unit (UIDP / 04326/2020).

1. APPLICATION PROCEDURE

The call is open between 12 September 2020 and midnight (Lisbon time) of 18 October 2020.

Applications and supporting documents for the application provided for in this Call must be submitted by online platform to <https://tinyurl.com/yxcrwxre>.

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

The provision of false statements or the performance of plagiarism by the candidates are grounds for cancelling the application without prejudice to the adoption of other measures of a sanctioning nature.

2. TYPE AND DURATION OF FELLOWSHIPS

Doctoral Research Fellowships are intended to finance the performance, by the fellow, of research activities leading to obtaining a doctoral degree in a Portuguese university.

The research activities leading to the doctoral degree will take place at CCMAR - Centre for Marine Sciences in the Algarve, which will be the host institution of the fellowship holders, without prejudice to the work may be carried out in collaboration between more than one institution.

The research activities leading to the doctoral degree must be framed in the activity plan and strategy of CCMAR - Centro de Ciências do Mar do Algarve.

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

The duration of the fellowship is, as a rule, annual, renewable up to a maximum of four years (48 months) and cannot be awarded for a period of less than 3 consecutive months.

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

3. RECIPIENTS OF THE FELLOWSHIPS

Doctoral Research Fellowships are intended for candidates who have enrolled or who satisfy the necessary conditions to enrol in a doctoral program in a Portuguese university, and who intend to develop research activities leading to a doctoral degree at CCMAR - Centro de Ciências do Mar do Algarve, and in host institutions associated with it.

4. ADMISSIBILITY

4.1 Applicant's Admissibility Requirements

Can apply to this call:

- National citizens or citizens of other member states of the European Union;
- Citizens of third States;
- Stateless persons;
- Citizens who are beneficiaries of political refugee status.

To apply for the Doctoral Research Fellowships, it is necessary to:

- to hold a graduate or master degree in the area of Science and Technology considered similar to the doctoral program to which you are applying;
- to reside in Portugal permanently and habitually, if the work plan associated with the fellowship is partly carried out in foreign institutions (mixed fellowships), a requirement applicable to both nationals and foreigners.
- Not having benefited from a Doctoral Research Fellowship or a Doctoral Research Fellowship in companies directly funded by FCT, regardless of its duration.

4.2 Admissibility Requirements

It is essential, under penalty of the application not being admitted to the Call, to provide the following documents:

- Elements of the identity card / citizen card / passport;
- *Curriculum vitae* of the candidate;
- Certificates of qualification of the academic degrees held, specifying the final classification and, if possible, the classifications obtained in all subjects taken, or, alternatively, the candidate's declaration of honour on how he

/ she completed the bachelor's or master's degree by the end the application deadline;

- Registration of recognition of academic degrees awarded by foreign higher education institutions and registration of the conversion of the respective final classification to the Portuguese classification scale, or, alternatively, the candidate's declaration of honour on how he obtained the recognition of the foreign degree equivalent to that of graduate or master until signature of the fellowship contract;
- Letter of motivation and proposed research plan;
- Letters of Recommendation (2);
- Write the application and all documents associated with it, including letters of motivation and recommendation, in English.

Regarding the admissibility requirements, the following should be noted:

- In the case of academic degrees awarded by foreign higher education institutions, and in order to guarantee the application of the principle of equal treatment to candidates who hold 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 academic degrees and diplomas as well as the conversion of the final classification to the Portuguese classification scale can be requested in any public higher education institution, or in the Directorate-General for Higher Education (DGES, only in the case of automatic recognition). Regarding this matter, it is suggested to consult the DGES portal at the following address: <http://www.dges.gov.pt>.
- Only candidates who have completed the study cycle leading to a bachelor's or master's degree by the end of the application period will be admitted. If they do not yet have the certificate of completion of the course, a declaration of honour from the candidates will be accepted as they have completed by the end of the application period the necessary qualifications for the purposes of the call. For the award of the fellowship it is always necessary the presentation of proof of the required academic qualifications.

5. WORK PLANS AND SCIENTIFIC SUPERVISION OF THE FELLOWSHIPS

Candidates must submit a research plan of their own for evaluation. This research plan can be based on one of the doctoral topics on offer, available at <https://tinyurl.com/yxcrwxre>, or on a free topic of their own initiative, within the CCMAR's activity and strategy plan available at ccmar.ualg.pt. After selection, candidates must choose the definitive topic and supervisor from those offered by CCMAR.

6. EVALUATION CRITERIA AND BONUS

6.1 Evaluation Criteria

The evaluation will be based on the candidate's merit, letters of motivation and work plan, and is carried out in two successive stages, documentary evaluation and individual interview.

Documentary evaluation

Applications considered admissible will be scored on a scale of 0-20, rounded to tenths, in each of the following evaluation criteria:

- Criterion A - curriculum vitae, weighing 70%;
 - Subcriterion A1 - Academic path, weighing 50%
 - Subcriterion A2 - personal curriculum, weighing 20%
- Criterion B - Motivation, weighing 10%
- Criterion C – Project, weighing 20%

For the purposes of admissibility to the interview, candidates will be ranked according to the weighted average of the classification obtained in each of the two criteria, translated by the following formula:

$$\text{Documentary evaluation (D)} = (0.70 \times A) + (0.10 \times B) + (0.20 \times C)$$

The first 30 candidates with a score equal to or higher than 14.0 points will be admitted to the interview.

Individual interview

The invitation for the individual interview, indicating the date and time, will be sent to the candidates to the email address indicated at the time of application. The interview may be conducted by videoconference.

In the individual interview, the candidate must make an oral presentation in English, of 10 min, which includes a brief description of his personal and scientific path, his motivation, as well as the most relevant aspects of his work plan. The classification of the interview will consider the demonstrated scientific knowledge and general culture, the experience and motivation for the research, and the communication skills (including knowledge of English).

Each member of the selection panel present at the interview (at least 3 members of the selection panel will be present at each interview) scores the candidate on a scale of 0 to 20.

The interview classification (E) is the final classification of the individual interview, which will result from the arithmetic average of the scores of the criteria evaluated by the elements of the selection panel present during the interview.

For the decision on the awarding of fellowships, applicants will be ranked according to the weighted average of the classification obtained in each of the two criteria, translated by the following formula:

$$\textit{Final classification} = (0.90 \times D) + (0.10 \times E)$$

For tie-breaking purposes, the ranking of candidates will be made based on the ratings assigned to each of the evaluation criteria in the following order of precedence: Interview, criterion A1, criterion B, criterion A2.

The values resulting from the application of any formulas specified in this notice will be rounded to the first decimal place, using the following rule: when the second decimal place is equal to or greater than 5 (five), it will be rounded up in excess; when the second decimal place is less than 5 (five), the value of the first decimal place will be maintained.

Important notice for candidates with diplomas issued by foreign higher education institutions:

- Candidates with diplomas issued by foreign higher education institutions can apply and will be evaluated using the same criteria as candidates with diplomas issued by Portuguese institutions, provided that they present, in their application, proof of recognition of academic degrees and the conversion of the final classification for the Portuguese classification scale under the terms of the applicable legislation.
- Candidates with foreign degrees who do not show proof of conversion from the final classification to the Portuguese classification scale will be assessed with the minimum classification (12 points) in criterion (A1).
- In any case, fellowship contracts with candidates with diplomas issued by foreign institutions will only be concluded upon presentation of proof of recognition of academic degrees and conversion of the final classification, as indicated above.

Applicants whose application is evaluated with a final classification below 15 points are not eligible for the fellowship.

5.2 Bonus

Applicants who have a degree of disability equal to or greater than 90% will have a 20% bonus in Criterion A - Candidate's Merit. Applicants with a degree of disability equal to or greater than 60% and less than 90% will have a 10% bonus on the same criteria. The degree of incapacity is mandatorily proven through the presentation, with the application, of the Multiuse Disability Certificate, issued under the terms of Decree-Law no. 202/96, of October 23, in the current wording.

6. AVALIAÇÃO

The selection panel is composed of the following elements:

Efective:

Maria Teresa Dinis, professora catedrática jubilada da Universidade do Algarve (coordenadora)

Paulo José Relvas de Almeida, professor auxiliar, Universidade do Algarve

Catarina Maria Batista Vinagre, professor auxiliar, Universidade do Algarve

Jorge Manuel Martins, professor auxiliar, Universidade do Algarve

Pedro Ricardo Martins Lopes da Fonte, professor auxiliar, Universidade do Algarve

Pedro José Conde Reis Costa, Investigador Auxiliar, Instituto Português do Mar e da Atmosfera

Miguel José Baptista Gaspar, Investigador Auxiliar, Instituto Português do Mar e da Atmosfera

Rute Sofia Martins, investigadora, Universidade do Algarve

Catarina Cortes Valente de Oliveira, investigadora, Universidade do Algarve

Carmen B de los Santos, investigadora, Universidade do Algarve

Substitutes:

Regina L. Cunha, investigadora, Universidade do Algarve

Katy Nicastro, investigadora, Centro de Ciências do Mar do Algarve

Rui Coelho, investigador, Centro de Ciências do Mar do Algarve

The evaluation panel will assess applications in accordance with the evaluation criteria contained in this Call for awarding of doctoral research fellowships, considering the elements of evaluation.

All panel members, including the coordinator, make a commitment to respect a set of responsibilities essential to the evaluation process, such as the duties of impartiality, the declaration of any potential conflict of interest and confidentiality. At all times during the evaluation process, confidentiality is fully protected and ensured to guarantee the independence of all opinions produced.

Panel members, including the coordinator, cannot be advisors or co-supervisors of candidates with applications submitted to the call.

For each application, a final evaluation sheet will be produced by the panel, in which the arguments that led to the ratings assigned to each of the evaluation criteria and sub-criteria will be presented in a clear, coherent and consistent manner, also explaining any bonuses attributed.

The selection panel will produce meetings of their meetings of the responsibility of all its members.

The minutes and their annexes must include the following information:

- Name and affiliation of all members of the evaluation panel;
- Identification of all excluded applications and their reasons;
- Methodology adopted by the panel for cases considered special;

- Final Evaluation Sheets for each candidate;
- Provisional list of classification and ranking of candidates, in descending order of the final classification, of all applications evaluated by the panel;
- Conflict of interest statements by all panel members;
- Possible delegations of votes and powers due to justified absence.

7. DISCLOSURE OF RESULTS

The results of the evaluation are communicated via email to the email address indicated in the application.

8. DEADLINES AND PROCEDURES FOR PRIOR HEARING, COMPLAINT AND APPEAL

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

The final decision will be taken after the analysis of the pronunciations presented at the previous hearing of interested parties. Of the final decision may be lodged a claim within 15 working days, or, alternatively, an appeal may be filed within 30 working days, both counted from the respective notification. Candidates who choose to submit a claim should address their pronouncement to the member of the FCT Board of Directors with delegated competence. Candidates who choose to submit an appeal must address it to the FCT Board of Directors.

9. FELLOWSHIP CONCESSION REQUIREMENTS

Research fellowship contracts are signed directly with FCT.

The following documents must be sent, when the fellowship is awarded, for the purposes of contracting:

- a) Copy of the civil, tax and, where applicable, social security identification document (s);
- b) Copy of the certificates of qualifications of the academic degrees held;
- c) Presentation of the registration record for the recognition of foreign academic degrees and conversion of the respective final classifications to the Portuguese classification scale, if applicable;
- d) Document proving enrolment in a doctoral program;
- e) Statement by the supervisor (s) assuming responsibility for supervising the work plan, pursuant to Article 5-A of the RBI (draft declaration to be made available by FCT);
- f) Document of the candidate's acceptance by the institution(s) where the research activities will take place, guaranteeing the conditions necessary for its good development, as well as the fulfilment of the duties provided for in article 13 of the RBI (draft declaration to be made available by FCT);

g) Declaration of exclusivity towards the fellowship (draft declaration to be made available by FCT).

The awarding of the fellowship is still dependent on:

- compliance with the requirements provided in this Opening Notice;
- the result of the scientific evaluation;
- the absence of unjustified non-compliance with the fellow's duties under a previous fellowship contract financed, directly or indirectly, by FCT;
- FCT's budget availability.

Failure to deliver any of the documents necessary to complete the fellowship contracting process, within 6 months from the date of communication of the conditional award decision, implies the expiration of the referred fellowship and the termination of the process.

10. FUNDING

The payment of the fellowships will start after the return, by the applicants, of the duly signed fellowship contract, which should occur within a maximum period of 15 working days from the date of receipt.

The fellowships awarded under this call will be financed by the FCT with funds from the State Budget and, when eligible, with funds from the European Social Fund, to be made available under PORTUGAL2020, namely through the Northern Regional Operational Program (NORTE 2020), The Regional Operational Program of the Centre (Centro 2020) and the Regional Operational Program of the Alentejo (Alentejo 2020), in accordance with the regulatory provisions established for this purpose.

11. FELLOWSHIP COMPONENTS

Fellowship recipients receive a monthly maintenance allowance in accordance with the table in Annex I of the RBI.

The award may also include other components, under the terms set out in article 18 of the RBI and at the amounts provided for in its Annex II.

All fellowship holders benefit from personal accident insurance for research activities, supported by FCT.

All scholarship holders who are not covered by any social protection regime can adhere to the voluntary social insurance regime, under the terms of the Social Security System's Contributory Scheme Code. FCT will cover contributions under the terms and with the limits provided for in article 10 of the EBI.

12. PAYMENT OF FELLOWSHIP COMPONENTS

Payments due to the fellow are made by bank transfer to the account identified by the fellow. The monthly

maintenance allowance is paid on the first business day of each month.

Payments for registration, enrolment or tuition components are made by FCT directly to the national institution where the fellow is enrolled in the PhD

13. TERMS AND CONDITIONS FOR RENEWAL OF THE FELLOWSHIP

The renewal of the fellowship always depends on an application submitted by the fellow, within 60 working days prior to the renewal date, accompanied by the following documents:

- a) Statements by the supervisor (s) and by the host entity / s on progress of the fellow's work and the evaluation of his activities;
- b) updated declaration of exclusivity towards the fellowship;
- c) document certifying continuation of enrolment in doctoral programme.

14. INFORMATION AND ADVERTISING OF THE FUNDING

In all R&D activities directly or indirectly funded by the fellowship, namely, in all communications, publications and scientific creations, as well as theses, carried out with the support provided for by the fellowship, it is required the mention of financial support from FCT and the European Social Program (ESF), namely through the Northern Regional Operational Program (NORTE 2020), the Regional Operational Program of the Center (Centro 2020) and the Regional Operational Program of Alentejo (Alentejo 2020). For this purpose, the FCT, MCTES, ESF and EU insignia must be inscribed in the documents referring to these actions, according to the graphic rules of each operational program.

The dissemination of results of research funded under the RBI must obey the rules of open data access, publications and other research results in force at FCT.

In all exchanges, and in particular in the case of actions supported by the European Community, namely from the ESF, monitoring and control actions may be carried out by national and community bodies in accordance with the applicable legislation in this matter, with mandatory support from fellowship holders. Collaboration and provision of the requested information, which includes carrying out surveys and evaluation studies in this area, even if the fellowship has already finished.

15. NON-DISCRIMINATION AND EQUAL ACCESS POLICY

FCT promotes a policy of non-discrimination and equal access, so that no candidate can be privileged, benefited, harmed or deprived of any right or exempt from any duty due, namely, to ancestry, age, sex, sexual orientation, marital status, family status, economic status, education, origin or social status, genetic heritage, reduced work capacity, disability, chronic illness, nationality, ethnic or race origin, territory of origin, language, religion, political

or ideological beliefs and labour union affiliation.

16. APPLICABLE LEGISLATION AND REGULATION

This call is governed by this Opening Notice, by the FCT Research Fellowship Regulation, approved by Regulation No. 950/2019, published in the II Series of the DR of December 16, 2019, by the Research Fellowship Statute approved by the Law 40/2004, of August 18, in the current wording, and by other applicable national and community legislation.