

## **Announcement for the opening of a call for the award of two research Ph.D. studentships**

The Research Center in Political Science (CICP) opens a call for the award of 2 (two) research studentships, hereinafter referred to as Ph.D. Studentships, in the area of Political Science, International Relations and Administrative Sciences under the FCT Regulation for Research Studentships (RBI) and the Research Fellow Holder Statute (EBI).

The studentships will be funded by the Foundation for Science and Technology (FCT) under the Collaboration Protocol for Funding the Multiannual Research Scholarship Plan for PhD Students, as celebrated between FCT and the Research Center in Political Science (CICP), with the reference no. 00758.

### **1. ADMISSION OF APPLICATIONS**

The call is open since July 2 until 5:00 p.m. of July 28 (GMT).

Applications and supporting documents requested in this Announcement must be submitted via email to [cicp@eeg.uminho.pt](mailto:cicp@eeg.uminho.pt) with the subject "UM\_CICP\_BID2021(01)".

Each applicant must submit only one application, under the penalty of cancellation of all applications submitted. The provision of false declarations or the performance of acts of plagiarism by the applicants is grounds for the cancellation of the application without prejudice to the adoption of other measures of sanctioning nature.

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

The Ph.D. Studentships are intended to finance the performance of research activities, by the studentship holder, leading to the completion of a Ph.D. degree in Portuguese universities by the studentship holder.

The research activities leading to the completion of the Ph.D. degree will take place at the Research Center in Political Science (CICP), at the School of Economics and Management of the University of Minho, which will be the host institution of the studentship holder, without prejudice to the work that can be performed in collaboration between more than one institution.

The research activities leading to the completion of the degree of doctor of the selected studentship holders should be included in the activity plan and strategy of the Research Center in Political Science (CICP), and should be developed under the Ph.D. Programme in Political Science and International Relations or in Administrative Sciences.

The work plan may take place in whole or in part at a national institution (studentship in the country or mixed studentship, respectively).

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

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

### **3. STUDENTSHIP RECIPIENTS**

The doctoral research studentships are meant for enrolled candidates or candidates who may prove to have the necessary conditions to enroll in the Doctoral Programmes presented at point 2 of this Announcement, willing to develop and conduct research activities aiming at the attainment of a Ph.D. at the Research Center in Political Science (CICP), or hosting institution that partner with the aforementioned institutions.

## 4. ELIGIBILITY

### 4.1 General Requirements

To be eligible for this Call, the candidates must be:

- national citizens or citizens from other European Union Member States;
- citizens from third-party states;
- stateless citizens;
- citizens who may benefit from the political refugee status.

To submit an application for this Doctoral Studentship, the applicant must:

- Hold a Bachelor or a Master Degree in Political Science, International Relations, Public Administration or related scientific areas;
- Reside in Portugal on a regular or permanent basis, in the event the work plan associated with the studentship may be performed partly in foreign institutions (mixed grants), a requirement applicable to both national and foreign citizens.
- Has not benefited from a PhD or a PhD in companies studentship directly financed by FCT, regardless of its duration.

### 4.2 Admissibility Requirements for Applications

It is essential, under penalty of non-admission on the tender, to annex to the following documents in the application:

- Elements of the identity card/citizen card/passport;
- Curriculum vitae of the candidate;
- Records of the previous academic degrees held, specifying mandatorily the GPA and, if possible, the classifications obtained in all the curricular units performed. Alternatively, the candidate must submit a declaration of honor declaring that he/she has completed the bachelor degree or the master degree at the time of the application deadline;
- Proof of recognition of academic degrees awarded by foreign higher education institutions and registration of the conversion of their final classification to the Portuguese classification scale, or, alternatively, declaration of honor of the candidate declaring that he/she has requested recognition of the foreign degree equivalent to that of a bachelor or a master degree at the time the application deadline;
- Motivation Letter;

- Work plan (one page, maximum);
- Prepare the application and all documents associated with it, including letters of motivation and recommendation, in Portuguese or English.

Regarding the above-mentioned admissibility requirements, it is important to note:

- In the case of academic degrees awarded by foreign higher education institutions, and in order to ensure the application of the principle of equal treatment to candidates holding foreign and national academic degrees, the recognition of these grades and the conversion of their final classification to the Portuguese classification scale is mandatory.
- The recognition of academic degrees and foreign diplomas, as well as the conversion of the final classification (GPA) to the Portuguese classification scale, may be required by any public higher education institution, or by the Directorate-General of Higher Education (DGES, only for the case of automatic recognition). In this regard, we urge you to consult the DGES portal at the following address: <http://www.dges.gov.pt>.
- Only candidates who have completed the cycle of studies leading to a bachelor's or master's degree at the time of the application deadline shall be admitted. If they do not hold yet the certificate of completion of the course, a declaration of honor will be accepted from the candidates in which they declare they have completed the qualifications necessary for the purpose of the tender until the end of the application deadline. The design of the studentship is always dependent on the presentation of the evidence of completion of the academic qualifications necessary for the grant of the scholarship.

## 5. WORK PLAN AND SCIENTIFIC SUPERVISION OF THE STUDENTSHIP

The work plan for obtaining a doctoral degree in Political Science and International Relations or in Administrative Sciences corresponds to the study plan of the doctoral program, approved by the School of Economics and Management of the University of Minho. The scientific orientation of the studentship will be the responsibility of the doctoral thesis supervisor.

## 6. EVALUATION CRITERIA AND SUBSIDIES

### 6.1 Evaluation Criteria

The evaluation considers the merits of the applicant and the merits of the work plan.

Applications considered admissible will be scored according to a scale of 0 to 5 points in line with the following evaluation criteria:

- Criterion A – Merit of the candidate, with a weigh of 90%;
  - Academic background, which includes the candidate's area of studies and academic grades, with a weigh of 40%. In case the candidate has both a bachelor's and master's degree, the weighted average of the obtained grades will be calculated; if the master's degree has been assessed in a qualitative way, a two-point increase will be attributed to the final classification (restricted to the maximum limit of 20 values);
  - *Curriculum Vitae*, which includes the professional, academic and scientific background, as well as other skills and habilitations, with a weigh of 30%;

- Motivation Letter, with a weigh of 20%;
- Criterion B – Merit of the candidate’s work plan, with a weigh of 10%.

The candidates will be ranked according to the weighted average of the classification obtained in each of the subcriteria, according to the formula following bellow:

$$\text{Final Classification without interview} = (0,4 \times A1) + (0,3 \times A2) + (0,2 \times A3) + (0,1 \times B)$$

Candidates who present a result higher than 4.5 values will be called for an interview, which will take 20 minutes. The interview will be classified on a scale of 0 to 5, in order to obtain clarifications and explanations regarding the candidate’s curriculum and additional information, as well as to evaluate the candidate's attitude profile and motivation.

$$\text{Final Classification without interview} = (\text{Final Classification without interview} \times 0,8) + (\text{Interview} \times 0,2)$$

For the purpose of a tiebreaker, the candidates will be ranked on the basis of the classifications assigned to each of the subcriteria of evaluation in the following order of precedence: subcriterion A1, subcriterion A3, subcriterion A2 e criterion B.

#### **Important notice for applicants holding diplomas issued by foreign higher education institutions:**

- Applicants holding diplomas issued by foreign higher education institutions may apply. They will be evaluated in line with the same criteria as applicants holding diplomas issued by Portuguese institutions, provided that they submit, in the application bid, proof of recognition of previous academic degrees and conversion of the final classification to the Portuguese classification scale, pursuant applicable legislation. Alternatively, candidates may submit a proof of the formal request submitted for the recognition of previous academic degrees, and at the time of contracting, they will have to present the recognition of academic degrees and the conversion of the final classification for the Portuguese classification scale under the terms of the applicable legislation, under the penalty of not being awarded the research studentship for a doctorate.
- Applicants holding foreign diplomas who do not disclose proof of the conversion of the final classification to the Portuguese classification scale will be evaluated with the minimum classification (3,5 points) in sub-criterion A1.
- In any case, the studentship contracts with candidates holding diplomas issued by foreign institutions will only be concluded provided they submit proof of recognition of academic degrees and conversion of the final classification, as indicated above.

Applicants whose application is assessed with a final rating of less than 4 points are not eligible for the studentship.

## 6.2 Bonuses/Subsidies

Applicants who have a degree of disability, duly proven, equal to or greater than 90%, will benefit from an increase of 20% in Criterion A - Merit of the candidate. Similarly, applicants with a duly proven degree of disability equal to or greater than 60% and less than 90% will benefit from an add-on of 10% in this criterion.

## 7. EVALUATION

The evaluation panel consists of the following effective panelists:

- Miguel Ângelo Vilela Rodrigues, assistant professor of the School of Economics and Management of the University of Minho (Chair of the Evaluation Panel);
- Laura Cristina Ferreira-Pereira, full professor of the School of Economics and Management of the University of Minho (effective member);
- Joaquim Filipe Ferraz Esteves de Araújo, full professor of the School of Economics and Management of the University of Minho (effective member);
- Silvério Carlos Matos Rocha e Cunha, associate professor with habilitation of the School of Social Sciences of the University of Évora (substitute member);
- Maria do Céu Pinho Ferreira Pinto Arena, associate professor with habilitation of the School of Economics and Management of the University of Minho (substitute member);

The evaluation panel shall evaluate applications in accordance with the evaluation criteria set out in this announcement of a call for Ph.D. Studentships, considering the elements of evaluation.

All panelists, including the chairman, are committed to respecting a set of responsibilities essential to the evaluation process, such as the duties of impartiality, the declaration of any potential situations of conflict of interest and confidentiality. At all times of the evaluation process, confidentiality is fully protected and ensured in order to ensure the independence of all statements produced.

Panelists, including the chairman, cannot be supervisors or co-supervisors to candidates with applications submitted to the tender.

For each application, the panel shall produce a final evaluation form where the panelists clearly, coherently and consistently summarize the arguments leading to the classifications assigned to each of the evaluation criteria and subcriteria, thereby explaining any scaling up factors granted. The meetings of the panel shall produce minutes 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 justification;
- The methodology adopted by the panel for particular cases; Final evaluation forms 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;
- Declarations of conflict of interest of all panelists;
- Possible delegations of vote and competence in case of justified absence.

## 8. DISCLOSURE OF THE RESULTS

The results of the evaluation will be released via e-mail to the email address used by the applicant for the submission of the application/indicated in the application.

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

After the disclosure of the provisional list of evaluation results, applicants have a period of 10 working days to, if deemed necessary, produce their arguments at a prior hearing of interested parties, pursuant to Articles 121 and following of the Code of Administrative Procedure (Código do Procedimento Administrativo).

The final decision shall be given after the analysis of the pronouncements submitted at a prior hearing of the interested parties. A complaint may be lodged within 15 working days of the final decision or, alternatively, an appeal within 30 working days, both counted from the respective notification date. Applicants who choose to submit a complaint must refer their pronouncement to the member of the FCT Board of Directors with delegated competence. Applicants who choose to appeal must address the appeal to the FCT Board of Directors. **10.**

## 10. SCHOLARSHIP GRANT REQUIREMENTS

Research studentship contracts are concluded directly with the FCT.

The following documents must be mandatorily sent, at the time of the possible granting of the studentship, for the purposes of the recruitment:

- a) Copy of document(s) of Identification, Tax Payer Number (NIF) and Social Security where applicable<sup>1</sup>;
- b) Copy of habilitation certificates of academic degrees held;
- c) Presentation of the proof of the recognition of foreign academic degrees and conversion of the respective final classifications to the Portuguese classification scale, if applicable
- d) Proof of registration and enrolment in the Doctoral Programmes of this Announcement;
- e) Statement(s) by the supervisor(s) assuming responsibility for the supervision of the work plan, pursuant to Article 5th of the Statute of the Research Fellow (draft of the declaration to be made available by the FCT);
- f) Document proving the acceptance of the candidate by the institution where the research activities will take place, whilst ensuring the necessary conditions for its good development, as well as the fulfilment of the

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<sup>1</sup> The provision of these documents can be replaced, at the option of the candidate, by the presence in person at the financing entity, which will keep the elements contained therein that are relevant to the validity and execution of the contract, including the civil, tax and security identification numbers as well as the validity of the respective documents.

duties provided for in Article 13th of the Statute of the Research Fellow (draft statement to be made available by FCT);

- g) Updated document proving compliance with the exclusive dedication regime (draft declaration to be made available by FCT).

The granting of the studentship is still dependent on:

- compliance with the requirements set out in this Announcement;
- of the results of the scientific evaluation;
- the absence of unjustified non-compliance with the grantee's duties under a previous studentship contract funded, directly or indirectly, by FCT;
- FCT's budgetary availability.

Failure to deliver any of the documents necessary to complete the process of contracting of the studentship, within 6 months from the date of communication of the conditional decision to grant the studentship, implies the expiry of the aforementioned concession and the closure of the process.

## 11. FUNDING

The payment of the studentship will begin after the return, by the candidate, of the duly signed scholarship contract, which should take place within a maximum of 15 working days from the date of receipt.

The studentship awarded under this tender 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 the framework of the PORTUGAL2020 programme, through, inter alia, the Programa Operacional Regional do Norte (NORTE 2020), Programa Operacional Regional do Centro (Centro 2020) and the Programa Operacional Regional do Alentejo (Alentejo 2020), pursuant the regulatory provisions set out for this purpose.

## 12. COMPONENTS OF THE STUDENTSHIP

The studentships holders are granted a monthly allowance in accordance with the table set out in Annex I to the RBI.

The studentship may also include other components, in accordance with Article 18 of the RBI and the amounts set out in Annex II.

Todos os bolsеiros beneficiam de um seguro de acidentes pessoais relativamente às atividades de investigação, suportado pela FCT.

All grantees will benefit from a personal accident insurance in relation to research activities, supported by FCT. All grantees who are not covered by any social protection scheme can guarantee the exercise of the right to social security by adhering to the voluntary social insurance scheme; in accordance with the Código dos Regimes Contributivos do Sistema Previdencial de Segurança Social. FCT will ensure the charges resulting from contributions under and within the limits provided for in Article 10 of the EBI.



### 13. PAYMENTS OF THE COMPONENTS OF THE STUDENTSHIP

Payments due to the grantee are made by bank transfer to the account identified by the grantee. The monthly allowance is paid on the first working day of each month.

CT will make the payments of the components of enrolments, registrations or tuition fees directly to the national institution where the studentship holder is registered or enrolled in the Doctoral Programmes.

### 14. TERMS AND CONDITIONS FOR THE RENOVATION OF THE STUDENTSHIP

The renewal of the studentship does always depend on the request submitted by the grantee in the 60 working days preceding the start date of the renewal, and it must include the following documents:

- a) statement(s) issued by the supervisor(s) and the hosting entity/entities on the monitoring of the grantee's work and the evaluation report of the grantee's ongoing academic activities;
- b) updated document proving compliance with the exclusive dedication scheme;
- c) proof of renewal of enrolment in the cycle of studies leading to the attainment of the Ph.D. degree.

### 15. INFORMATION AND ADVERTISING OF THE FUNDING GRANTED

In all R&D activities directly or indirectly financed by the studentship, in particular, in all communications, publications and scientific creations, as well as these realized with the support provided for in the studentship, the mention of financial support of the FCT and the European Social Fund, through, inter alia, Programa Operacional Regional do Norte (NORTE 2020), Programa Operacional Regional do Centro (Centro 2020) and of the Programa Operacional Regional do Alentejo (Alentejo 2020). To this end, the insignia (logo) of FCT, MCTES, ESF (European Social Fund) and the EU shall be displayed in the documents relating to these actions, in accordance with the graphic standards of each operational programme.

The dissemination of research results funded under the RBI shall comply with the standards of open access to data, publications and other results of research in force at the FCT.

In all studentships, and in particular in the case of activities supported by EU funding, in particular, the ESF, follow-up and control actions may be realized by national and Community bodies in accordance with the legislation applicable in similar circumstances. The studentships holders are required to cooperate and provide the requested information, which covers the conduct of surveys and evaluation studies in this area, even though the scholarship has already come to an end.

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

FCT promotes a policy of non-discrimination and equal access, hence no candidate may be privileged, benefited, harmed or deprived of any right or exempted from any duty due to, inter alia, ancestry, age, gender, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnicity or race, territory of origin, language, religion, political or ideological beliefs and trade union affiliation.



## 17. APPLICABLE LEGISLATION AND REGULATION

The present Call is ruled by the current Announcement, by the Application and FCT Regulation for Research Studentships, approved by the Regulation No 950/2019, published in the II Serie of the DR of 16 of December 2019, by the Research Fellowship Holder Statute approved by the Law No 40/2004, of August, in the written law in force, and by the other applicable national and Community legislation.