

Announcement of the Call for Awarding of PhD Research Scholarships

CHAIA - Centre for Art History and Artistic Research, (UID/EAT/00112/2019), through its promoting institution University of Évora (UE) is launching a call for 4 (four) research grants, henceforward referred to as Doctoral Research Grants, in the area of Heritage Studies (Archaeology, Architecture, Landscape Architecture, History of Art), under the FCT Research Grant Regulations (RBI) and the Research Grant Holder Statute (EBI).

The grants will be funded by the Foundation for Science and Technology (FCT) under the Collaboration Protocol for the Funding of the Multiannual Research Grant Plan for PhD Students, signed between FCT and the R&D Unit CHAIA - Centre for History of Art and Artistic Research, (UID/EAT/00112/2019).

1. SUBMISSION OF APPLICATIONS

The call is open between September 19 and 24.00 hours of October 14, 2022.

Applications and supporting documents to the application foreseen in this Call Notice must be submitted by e-mail to chaia@uevora.pt. Each candidate may submit only one application, under penalty of cancellation of all applications submitted.

False statements or plagiarism on the part of the candidates shall be grounds for cancellation of the application without prejudice to the adoption of other sanctionary measures.

2. TYPE AND DURATION OF THE GRANTS

Doctoral research grants are intended to fund research activities leading to a doctoral degree in Portuguese universities.

The research activities leading to a doctoral degree will take place at CHAIA - Centre for History of Art and Artistic Research, which will be the grantees' host institution, although the work may be carried out in collaboration with more than one institution.

The research activities leading to a doctoral degree for the selected grantees must be framed within the activities and strategy plan of the CHAIA - Centre for History of Art and Artistic Research, and must be developed within the scope of the following Doctoral Programmes:

- PhD Programme in Archaeology (University of Évora) - 1 grant
- Doctoral Programme in Architecture (University of Évora) - 1 grant
- Doctoral Programme in Arts and Landscape Techniques (Universidade de Évora) - 1 grant
- Doctoral Programme in History of Art (Universidade de Évora) - 1 grant

The work plan may be carried out entirely or partially in a Portuguese institution (in-country grant or mixed grant, respectively).

The duration of the scholarships is, as a rule, one year, renewable for up to a maximum of four years (48 months). No scholarship may be awarded for a period of less than three consecutive months.

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

3. RECIPIENTS OF THE GRANTS

Doctoral Research Grants are intended for candidates registered in or fulfilling the conditions necessary for registration in one of the Doctoral Programmes listed in point 2 of this Notice and who intend to carry out research activities leading to the award of a doctoral degree at CHAIA - Centre for History of Art and Artistic Research, or at associated host institutions.

4. ADMISSIBILITY

4.1 Candidate Admissibility Requirements

The following may apply to the present call:

- National citizens or citizens of other Member States of the European Union;
- Citizens from third States;
- Stateless persons;
- Citizens benefiting from the status of political refugee.

To apply for a Doctoral Research Grant it is necessary

- Hold a degree or master's degree in the areas of Archaeology, Architecture, Landscape Architecture, History of Art, Arts, Conservation and Restoration or in areas considered to be related;

- To reside permanently and habitually in Portugal if the work plan associated with the grant is to be carried out, in part, in foreign institutions (mixed grants), a requirement applicable to both Portuguese and foreign citizens.
- Not to have benefited from a PhD or in-company PhD grant directly funded by FCT, regardless of its duration.
- Not hold a PhD degree

4.2 Admissibility Requirements for the Application

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

- Elements of the identity card/citizen card/passport;
- Curriculum vitae of the candidate;
- Certificates of academic qualifications, specifying the final classification and, if possible, the classifications obtained in all the courses taken, or alternatively, a declaration of honour from the candidate stating that he/she has concluded the degree or the master by the end of 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 stating that he/she has obtained the recognition of the foreign degree equivalent to the national degree or master by the deadline for applications;
- Letter of motivation (maximum 750 words);
- Declaration(s) of acceptance by the Advisor(s);
- Work Plan;
- To write the application and all the documents associated with it, including the letters of motivation and recommendation, in Portuguese or English.

Regarding the admissibility requirements mentioned above, the following should be noted:

- 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 applicants holding foreign and national academic

degrees, the recognition of these degrees and the conversion of the respective final classification into the Portuguese classification scale is mandatory.

The recognition of foreign academic degrees and diplomas as well as the conversion of the final classification into the Portuguese classification scale may be requested in any public higher education institution, or in the Directorate General of Higher Education (DGES, only in the case of automatic recognition). Regarding this matter, we suggest consulting the DGES portal through 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 or master degree by the application deadline. In case candidates do not yet have the certificate of degree completion, a declaration of honour will be accepted that they have completed the necessary qualifications for the competition by the application deadline. The conception of the scholarship is always dependent on the presentation of the proof of academic qualifications required for the awarding of the scholarship.

5. WORK PLANS AND SCIENTIFIC ORIENTATION OF THE SCHOLARSHIPS

5.1 Work Plan

The work plan should be presented in a separate document, duly identified, in pdf format, attached to the application, with the following organization, in the order indicated:

- Title (maximum 50 words)
- Keywords (maximum 5 words)
- Summary (maximum 150 words)
- State of the Art (maximum 500 words)
- Objectives (maximum 300 words)
- Detailed Description (maximum 1000 words)
- Timetable
- References (maximum 30 references)
- Ethical issues, only if applicable (maximum 500 words).

5.2 Scientific Guidance

- Up to a maximum of 3 supervisors.

6. EVALUATION CRITERIA AND BONUSES

6.1 Evaluation Criteria

The evaluation considers the merit of the applicant and the merit of the work programme.

Applications considered admissible will be scored on a scale of 0 to 10 on each of the following evaluation criteria:

- Criterion A - Merit of the Candidate, with the weight of 40%;
 - Sub-criterion A1 - Academic Track Record (reflects academic rankings), with a weight of 50%. The score for this sub criterion is calculated and applied on the basis of the criteria and tables defined in the evaluation guide for the call for PhD scholarships of the Foundation for Science and Technology;
 - Sub-criterion A2 - Personal Curriculum Vitae (reflects the academic, scientific and professional pathway), with a weight of 40%;
 - Sub-criterion A3 - Motivation Letter, with a weight of 10%.
- Criterion B - Work Programme Merit, with a weight of 60%. Three evaluation parameters are considered:
 - B1 - Reasoned relevance of the object of study.
 - B2 - Scientific quality of the state of the art and methodology of the work program.
 - B3 - Feasibility of the work program.

For the purpose of the decision on the award of the grants, the candidates will be ranked according to the weighted average of the classification obtained in each of the 2 criteria, translated by the following formula:

$$\text{Final Classification} = (0,4 \times A) + (0,6 \times B)$$

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

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

- Applicants 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, if they present, in application, proof of recognition of the academic degrees and of 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 present proof of the conversion of the final classification into the Portuguese classification scale will be assessed with the minimum classification (1 point) in sub-criterion A1.
- In any case, the grant contracts with applicants with diplomas issued by foreign institutions will only be signed upon presentation of the proof of recognition of the academic degrees and conversion of the final classification, as indicated above.

Candidates whose application is evaluated with a final mark lower than 5 points will not be eligible for a scholarship.

7. EVALUATION

The candidate evaluation panel is composed of the following members:

- Paulo Simões Rodrigues, CHAIA/UE (panel coordinator)
- André Carneiro, CHAIA/UE
- Aurora Carapinha, CHAIA/UE
- João Soares, CHAIA/UE
- Leonor Rocha, CHAIA/UE
- Manuel Patrocínio, CHAIA/UE
- Maria da Conceição Freire, CHAIA/UE
- Sofia Salema, CHAIA/UE

Substitutes

- Alexandra Gago da Câmara, CHAIA
- João Matos, CHAIA
- Paula Simões, CHAIA/DPAO/UE
- Susana Gómez da Silva, UÉ/CAM/CEAACP

The evaluation panel shall appraise the applications in accordance with the evaluation criteria set out in this Notice of Call for Applications, weighting the elements of appraisal.

All panel members, including the coordinator, commit 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 clearly, coherently and consistently,

The minutes of the evaluation panel meetings shall be produced under 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 grounds;
- Methodology adopted by the panel for cases considered particular;
- 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;
- Possible delegation of vote and competencies due to justified absence.

8. DISSEMINATION OF RESULTS

The results of the evaluation will be communicated via e-mail to the e-mail address used by the applicant to send the application/indicated 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. Candidates who choose to file a complaint must address their appeal to the member of the FCT Board of Directors with delegated authority. Candidates who choose to file an appeal must address their appeal to the FCT Board of Directors.

10. REQUIREMENTS FOR THE AWARD OF GRANTS

Research grant contracts shall be made directly with FCT.

The following documents must be submitted, when the grant is awarded, for contractualization purposes¹

- a) Copy of the civil, fiscal and, when applicable, social security identification document(s);
- 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) Work plan;
- e) Document proving the enrolment and registration in one of the Doctoral Programmes identified in the

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

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- f) 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 of the statement to be made available by FCT);
- g) 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 fulfilment of the duties established in article 13 of the Research Grant Holder Statute (draft statement to be made available by FCT);
- h) 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 non-compliance with the duties of 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 contractualization 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 after the applicants return the duly signed grant contract, which should occur within a maximum of 15 working days from the date of receipt. The grants awarded under 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.

12. COMPONENTS OF THE GRANT

The grant holders shall be granted a monthly maintenance allowance in accordance with the table in Annex I of the RBI.

The grant may also include other components, under the terms set forth in Article 18 of the RBI and by the amounts foreseen in Annex II thereto.

All grant recipients shall be covered by personal accident insurance for research activities, borne 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, with FCT paying the costs resulting from the contributions under the terms and within the limits set forth in article 10 of the EBI.

13. PAYMENTS OF THE SCHOLARSHIP COMPONENTS

All payments due to the grant holder will be made by bank transfer to the account identified by the grant holder.

The payment of the monthly maintenance allowance is made on the first working day of each month.

Payments of the registration, enrolment and tuition components 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 SCHOLARSHIPS

The renewal of the grant always depends on a request presented by the grant holder within the 60 working days prior to the renewal date, accompanied by the following documents

- a) opinions issued by the supervisor/s and the host entity/s on the monitoring of the grant holder'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 THE FUNDING GRANTED

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 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 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 applicable legislation in this area, with the grant recipients being required to cooperate and provide the requested information, which includes surveys and evaluation studies in this area, even if the grant has already ended.

16. POLICY OF NON-DISCRIMINATION AND EQUAL ACCESS

The FCT promotes a policy of non-discrimination and equal access, whereby no candidate shall be privileged, benefited, prejudiced, or deprived of any right or exempt from any duty because of ancestry, age, gender, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic patrimony, reduced work capacity, disability, chronic illness, nationality, ethnic origin or race, territory of origin, language, religion, political or ideological convictions, or union membership.

17. APPLICABLE LEGISLATION AND REGULATIONS

The Call 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.