

## Call for PhD Research Grants

The Centre for Research in Anthropology (CRIA) opens call for applications for the award of one (1) research grant, hereinafter PhD research grant, in the field of Anthropology, 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 Protocol for the Funding of the Pluriannual Research Grant Plan for Doctoral Students, signed between FCT and CRIA (UI 4038).

### 1. APPLICATIONS

The call is open from 26 January 2022 to 17h00 of 9 February 2022.

Applications and supporting documents for the application foreseen in this Notice of Call for Applications must be submitted by email to [maria.seabra@cria.org.pt](mailto:maria.seabra@cria.org.pt) with the subject "Candidatura a bolsa de doutoramento".

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

Any false statements or plagiarism on the part of the applicants will lead to the cancellation of the application, without prejudice to the adoption of other sanctionary measures.

### 2. TYPE AND DURATION OF THE GRANTS

Doctoral research scholarships are intended to finance research activities leading to the award of a doctoral degree in Portuguese universities.

The research activities leading to the doctoral degree will take place at CRIA, 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 the doctoral degree of the selected grantees must be framed in CRIA's plan of activities and strategy and must be developed within the scope of the following Doctoral Programmes

Doctoral Programme in Anthropology, Faculty of Sciences and Technology, University of Coimbra

Doctoral Programme in Anthropology, FCSH NOVA

Doctoral Programme in Anthropology of Iscte - Instituto Universitário de Lisboa

Doctoral Programme in Anthropology - Iscte / FCSH NOVA

Doctoral Programme in Anthropology: Politics and Displays of Culture and Museology - FCSH NOVA (in association with Iscte)

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

Fellowships are, in principle, one year in length, renewable for up to a maximum of four years (48 months) and cannot be awarded for a period of less than three consecutive months.

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

### 3. RECIPIENTS OF THE FELLOWSHIPS

Doctoral Research Grants are intended for candidates enrolled or applicants that satisfy the necessary conditions to enroll in one of the Doctoral Programmes listed under item 2 of this Notice and that wish to develop research activities leading to a doctoral degree at CRIA.

## 4. ADMISSIBILITY

### 4.1 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 to:

- Hold a Bachelor's or Master's degree in the areas of Anthropology or related areas.
- Reside permanently and habitually in Portugal 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 to have benefited from a PhD or PhD in Enterprise grant directly funded by FCT, regardless of its duration.
- Not hold a PhD degree.

### 4.2 Admissibility requirements for the application

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

- Elements of the identity card/citizen card/passport;
- Curriculum vitae of the candidate from Ciência Vitae platform;
- Certificates of academic qualifications, specifying the final classification and, if possible, the marks obtained in all the subjects taken;
- A record of recognition of the 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 a bachelor or master by the application deadline;

- A motivation letter, not exceeding one thousand words, in which the applicant must state the factors that motivated him/her to attend the course and to carry out the project he/she is applying for;
- Declaration of acceptance by the supervisor;
- To write the application and all the documents associated to it, including the letter of motivation, in Portuguese or in English;
- Work plan prepared in accordance with the established in item 5 of this announcement.

Regarding the above-mentioned admissibility requirements, 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 award of the scholarship is always dependent on the presentation of the proof of the necessary academic qualifications.

## 5. WORK PLAN AND SCIENTIFIC ORIENTATION OF THE SCHOLARSHIPS

The work plan consists, fundamentally, of the development of the research proposal prepared by the grant holder in his/her application.

The research proposals presented by the applicants may focus on any theme or problem within the field of Anthropology, but may also articulate Anthropology with other scientific areas.

The Work Plan should contain the following elements:

- Title of the proposal (maximum 40 words);
- Summary of the proposal (maximum 150 words). It should present the summary of the candidate's work plan in a clear and structured manner, so as to reveal a capacity for synthesis without detracting from the clarity of the objectives and the main contributions anticipated from the research work.
- State of the Art (maximum 500 words). The State of the Art, or literature review, gathers, analyses and discusses the published information on the subject of the work plan. Its purpose is to theoretically ground the object of

investigation, referring to previous studies, which should be interrelated and confronted, especially if they are contradictory, as well as to point out the originality of your proposal.

- Objectives (maximum 300 words). This field is intended to describe the main research questions and the objectives to be achieved with the development of your project.

- Detailed Description (maximum 1000 words). In this field you should present in detail the work plan to be developed and demonstrate how the proposed objectives will be achieved. This description should provide all the key elements to allow the panel's analysis and evaluation, namely the methodological approach, the description of the tasks to be developed, their interdependencies and chaining, as well as the corresponding execution deadlines.

- Bibliographical references. Indication of a maximum of 30 bibliographical references considered fundamental to the proposed project.

The grant holder will have a main supervisor, who must be full researcher at CRIA, and who will be identified by the grant holder in the application.

In the case of a mixed grant, each grantee will also have a co-supervisor, who will be a teacher or researcher from the foreign university that the candidate indicates in the application. The choice of the foreign university and of the co-supervisor must be agreed with the main supervisor.

The research plan and the doctorate will be developed in the framework of one of the doctoral programmes indicated by the candidate among those mentioned in item 2.

The grantee will be expected to participate in CRIA's activities. The grant holder will become an integrated researcher, with the same rights as the other integrated researchers of CRIA, except for those that the existing legal framework and CRIA's internal regulations limit to holders of a PhD.

## 6. EVALUATION CRITERIA AND BONUSES

### 6.1 Evaluation Criteria

The evaluation takes into account the merit of the applicant, the merit of the work plan and the motivation letter.

Applications considered admissible will be scored on a scale of 0-5 on each of the following evaluation criteria:

- Criterion A - merit of the applicant, with the weight of 40 %;
  - Sub-criterion A1 - Analysis of academic record, with a weight of 60%.

The score for this sub-criterion is calculated on the basis of the final classifications appearing on the academic degree certificates submitted by the candidate in the application form: (Bachelor + Master / Integrated Master; Bachelor only; or Master only), according to Table 1.

| Table 1  |          |                                    |          |                                |          |
|--|----------|------------------------------------|----------|--------------------------------|----------|
| Bachelor's degree + Master's degree (pre or post Bologna) or Integrated master's |          | Licenciatura (pré- ou pós-Bolonha) |          | Mestrado (pré- ou pós-Bolonha) |          |
| Classification   | Score A1 | Classification                     | Score A1 | Classification                 | Score A1 |
| ≥ 18   | 5,0      | ≥ 17                               | 3,5      | ≥ 17                           | 3,0      |
| 17   | 4,5      | 16                                 | 3,0      | 16                             | 2,5      |
| 16   | 4,0      | 15                                 | 2,5      | 15                             | 2,0      |
| 15   | 3,5      | 14                                 | 2,0      | 14                             | 1,5      |
| 14   | 3,0      | <14                                | 1,5      | <14                            | 1,0      |
| <14  | 2,5      |                                    |          |                                |          |

- Sub-criterion A2 - Personal Curriculum Vitae (scientific, professional, academic background and motivation, with a weight of 40%)
- Criterion B - Work Plan Merit, with the total weight of 60%, which results from the weighting of the following factors:
  - Sub-criterion B1 - General appreciation of the project - 80%.
  - Sub-criterion B2 - Project feasibility conditions (advisor's consideration and institutional insertion) - 20%.

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

$$\text{Final Classification} = (0.4 \times A) + (0.6 \times B)$$

For tie-breaking purposes, candidates will be ranked on the basis of the marks awarded for each of the evaluation criteria in the following order of precedence: Criterion B, Criterion A1, Criterion A2.

In case no valid degree certificates are submitted, the score for sub-criterion A1 will be one (A1 = 1,000).

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

- Applicants with degrees issued by foreign higher education institutions may apply and will be evaluated with the same criteria as applicants with degrees issued by Portuguese institutions, provided that they submit, in application, proof of recognition of the academic degrees and of the conversion of the final classification to the Portuguese grading 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 scored with the minimum classification (1 point) in 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.

## 7. EVALUATION

Evaluation panel composition:

Professor Luís Cunha, Universidade do Minho (Panel coordinator)

Doctor Patrícia Alves de Matos, CRIA (Member)

Doctor Evgenia Roussou, CRIA (Member)

Doctor Anastasios Panagiotopoulos, CRIA (Substitute Member)

Doctor Ricardo Seiça Salgado, CRIA (Substitute member)

The panel shall evaluate the applications in accordance with the evaluation criteria set out in this Notice, weighing the elements of appreciation.

Panel members, including the coordinator, may not be involved in the evaluation of applications in which they are supervisor or co-supervisor, and are therefore excluded from the evaluation of all applications of their students, the remaining panel members being responsible for the evaluation of these candidates.

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 way.

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 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;
- Declarations of conflict of interests of all the panel members;

- Possible delegation of vote and competencies due to justified absence.

## 8. RESULTS

The evaluation results are communicated via e-mail to the e-mail address used by the candidate to send the application/application.

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

After notification of the provisional list of evaluation results, the candidates have a period of 10 working days to, if they wish, make their comments in 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 AWARDING GRANTS

Research grant are signed directly with FCT.

The following documents must be submitted, at the time of the possible grant award, 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 record 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 one of the Doctoral Programmes identified in the present Notice;
- e) Declaration of the supervisor(s) assuming responsibility for the supervision of the work plan, in accordance with 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 its proper development, as well as the fulfillment of the duties set forth in article 13 of the Research Grant Holder Statute (draft declaration to be made

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<sup>1</sup> The candidate may choose to present these documents 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.

available by FCT);

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

The award of the grant is also subject to

- the fulfilment of the requirements set out in this 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 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 closure of the process.

## 11. FINANCING

Payment of the scholarships shall begin upon return of the duly signed scholarship contract by the candidates, 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), in accordance with the regulations established for this purpose.

## 12. GRANT COMPONENTS

The grant holders will receive 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 values foreseen in its Appendix II.

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 subscribing to the voluntary social insurance scheme under the terms of the Social Security Contributions Code.

## 13. PAYMENT OF 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 of the registration, enrolment and tuition components shall be made by FCT directly to the national institution where the grant recipient is enrolled in the doctoral program.

#### **14. TERMS AND CONDITIONS OF RENEWAL OF THE GRANT**

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

- a) opinions issued by the supervisor(s) and host entity(ies) on the monitoring of the grant holder's work and the evaluation of his activities
- b) up-to-date document proving compliance with the regime of exclusive dedication;
- c) document proving the renewal of the 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 applicable legislation in this area. The grant recipients are required 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 because of ancestry, age, gender, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, 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.

