

CALL FOR APPLICATIONS FOR 3 (THREE) RESEARCH GRANTS FOR THE PROGRAM-CONTRACT FOR MULTIANNUAL FUNDING OF R&D UNITS 2020-2023 (REF. UIDP/04057/2020) FINANCED BY NATIONAL FUNDS THROUGH THE FOUNDATION FOR SCIENCE AND TECHNOLOGY/MCTES, UNDERWAY AT THE FACULTY OF FINE ARTS OF THE UNIVERSITY OF PORTO (FBAUP).

The Faculty of Fine Arts of the University of Porto (FBAUP) hereby opens this Call for Applications for three research grants for 3 (three) master's students, under the Program-Contract for Multiannual Funding of R&D Units 2020-2023 (Ref. UIDP/04057/2020), financed by national funds through the Foundation for Science and Technology/MCTES (FCT), underway at the Faculty of Fine Arts of the University of Porto (FBAUP).

1. Research field / Scientific area: Design

2. Admission requirements:

To apply for the research grant, applicants must comply with the following requirements, for which documentary evidence must be provided:

- a) Academic Qualifications: Bachelor's degree in Design or related areas;
- b) Enrollment in a Master's Degree at the University of Porto in the area of Design (requirement to be duly proven upon hiring);

If the candidate holds a doctoral degree awarded by a foreign higher education institution, it must be recognized by a Portuguese higher education institution, in accordance with the provisions of article 25 of Decree-Law no. 66/2018 of 16 August, which approves the legal regime for the recognition of academic degrees and higher education diplomas awarded by foreign higher education institutions and Article 4 (2) (e) of Decree-Law no. 60/2018 of 3 August, and any formalities established therein be fulfilled up to the date of the contracting act.

3. Preferred requirements, with documental evidence:

- a) Final Bachelor's degree graduation grade equal to or greater than 15 points;
- b) Academic or professional experience in the scientific field of design.
- c) Be part of or develop a research project within the scope of the course you are attending, in line with the fundamental objectives of ID+¹, namely in the scope of Communication Design, Social Design, Design and Citizenship, Product Design, New Media, Visual Culture, Illustration, Photography and Cinema.

¹ For more information consult the institutional website: <https://idmais.org/mission/>.

4. Work Plan:

The main task to be performed under the scholarship will be the development of a research project on an ID+ strategic theme², with a view to attributing a Master's degree in Design.

5. Applicable Legislation and Regulations:

Portuguese Law no. 40/2004, dated August 18 (Scientific Research Fellow Statute) in its current wording; Regulation 184/2021 of 3 March, as amended by Resolution No. 1301/2021, published in D.R., 2nd series, on 22 December 2021; FCT's Regulation for Research Studentships and Fellowships, approved by the Regulation no. 950/2019, dated November 29; Decree-Law no. 66/2018, of August 16th (Legal regime for recognition of academic degrees and diplomas of higher education awarded by foreign higher education institutions).

6. Workplace:

The work will take place at ID+ (Research Institute for Design Media and Culture, Faculty of Fine Arts of the University of Porto) under the scientific orientation of an ID+ Integrated Researcher (tbc).

7. Duration:

The scholarship will last for 3 months, on an exclusivity basis, possibly renewable until the end of the Program-Contract (31st December 2024) and depending on the budget allocation of the project.

The scholarship is scheduled to start in July 2024.

8. Monthly maintenance allowance amount:

The monthly maintenance allowance is € 990,98, according to FCT in Portugal (www.fct.pt/apoios/bolsas/valores). Payment will be made by FBAUP by bank transference. In addition, the grant holder will be covered by personal accident insurance.

9. Evaluation methods:

Curriculum evaluation (AC) and quality and relevance of the research proposal (PI). The final classification will be obtained, on a scale from 0 to 20 points, by the following formula:

$$(0.4*AC) + (0.6*PI)$$

The target factors of **Curriculum Assessment (AC)** are:

- a) Final bachelor degree graduation grade (55%)

² Idem.

- b) Attendance and/or completion of training actions in the scientific area of the research project (25%)
- c) Participation and/or development of extracurricular projects in the scientific area of the research project (20%)

Regarding the **Research Proposal (PI)** it will be considered:

- a) Breadth of knowledge in the field of design (30%)
- b) Relevance of the research proposal, index of alignment with the objectives of the ID+ and potential for internal enhancement and/or additionality of the expected results (50%)
- c) Clarity in the elaboration of the objectives and capacity for articulated and synthesized writing of the research proposal (20%)

Based on the final ranking list, a reserve list will be created, which will be used, until June 2022, for the eventual hiring of new scholarship holders within the scope of this project or in case of withdrawal of the candidate classified in first place. If none of the candidates demonstrates that they have the profile indicated to carry out the work plan, the jury reserves the right not to award the scholarship to the competition.

10. Selection panel:

President – Professor Eliana Penedos Santiago, Assistant Professor at FBAUP;

1st effective member – Professor Cláudia Lima, Assistant Professor at Universidade Lusófona do Porto;

2nd effective member – Professor Marta Fernandes, Adjunct Professor at Politécnico do Porto;

1st alternate member – Professor Júlio Dolbeth, Assistant Professor at FBAUP;

2nd alternate member – Professor Rui Vitorino Santos, Assistant Professor at FBAUP;

11. Disclosure of the results:

Evaluation results will be communicated by email to the address provided by the candidates in the application form.

In compliance with the provisions of the Article 121 of the Code of Administrative Procedure (“Código do Procedimento Administrativo”), after being notified, candidates have 10 working days to submit a formal rebuttal.

The final decision must be taken within a maximum period of 60 working days after the conclusion of the preliminary hearing of interested parties or of the public consultation.

Against the final decision, a complaint may be filed, within 15 working days, or, alternatively, an appeal may be filed within 30 working days, both counting from the respective notification. Candidates who choose to submit a complaint, must address their statement to the member of the Board of Directors of the FCT with delegated competence. Candidates who choose to present an appeal must address the same to the FCT Board of Directors.

12. Submission of applications:

The Call for Applications is open from the 14th of June to 28th of June 2024 (until 23:59 local time).

Applications must be submitted exclusively on the FBAUP website, at the following address:

https://sigarra.up.pt/fbaup/pt/cnt_cand_geral.concursos_list, (Ref.^a 2024/7 Proc.º28)

The following documents are mandatory, under penalty of exclusion from the Call:

In the subject of the message, please include the reference of the post “FBAUP | ID+ | 3 BI | UIDP/04057/2020”.

The following documents are mandatory, under penalty of exclusion from the Call:

- a) Curriculum Vitae and attached artistic and/or project portfolio, if the candidate has one;
- b) Research Proposal, which must contain the following elements, in a maximum of 1000 words: Title, Objectives, Methodology, Results and Bibliography
- c) Copy of the certificate(s) of required qualifications;
- d) Enrollment evidence in the 2022/23 on the Universidade do Porto Master Degree on Design area (requirement to be duly proven upon hiring).
- e) Preferred requirements evidence;
- f) Other documents considered to be relevant by the candidate for merit appreciation;
- g) Declaration of eligibility (attached).

Documents must be attached directly to the application message, without links to external platforms/drives. In order to guarantee the reading of all documents, the preferred recording format is the Portable Document Format (.pdf). The files must be named with the candidate's first and last name and must not exceed, as a whole, 5 MB. These can be compressed in .zip format.

13. The University of Porto actively promotes a policy of non-discrimination and equal access so that no applicant may be privileged, benefited, damaged, or deprived of any right or exempted from any duty due to ancestry, age, gender, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced work capacity, disability, chronic disease, nationality, ethnic origin, territory of origin, language, religion, political or ideological convictions, and trade union membership.

STATEMENT

(for the purpose of applying for a Research Fellowship)

For the purposes of complying with the provisions of paragraphs 2 and 3 of article 10 of the Regulation of Research Grants of the University of Porto, I declare that:

I have not entered into any Research Fellowship contract to date under the Research Fellowship Statute;

To date I have entered into the following EBI Research Grant agreements:

Scholarship Typology	Start Date	End Date	Contracting Entity

I further declare that I meet the conditions of eligibility to join this scholarship, as required under the terms of the aforementioned regulation.

As it is true, I sign this declaration.

Date

Signature

BETWEEN:

FIRST: University of Porto, public foundation under private law, legal entity with NIPC 501413197 and NISS 20008871411, through its organic unit, _____ of the University of Porto, with administrative autonomy, headquartered at _____, with NIPC _____, represented in this act by Professor Doctor _____, as Director of the OU of the financing entity, hereinafter referred to as "First Party",

SECOND: _____ (name), bearer of citizen card No. _____, taxpayer No. _____ and beneficiary of Social Security No. _____, resident in _____, hereinafter referred to as "Second Party",

Considering that:

The application requirements for awarding the scholarship under the _____ competition have been met (identification of the competition / reference of the notice of the opening of the competition), the evaluation process of the candidates and dissemination of the results has been completed and the required documentation has been received.

This research fellowship/science and technology management/ (other) agreement is entered into in good faith, and reciprocally accepted, under the Research Fellowship Statute, approved by Law No. 40/2004, of August 18, in accordance with current stipulations, and governed by the following clauses:

CLAUSE ONE

The First Party agrees to grant the Second Party a research grant _____, within the scope of the _____ project, beginning on _____, and ending on _____.

CLAUSE TWO

The Second Party declares to be aware of the FCT Research Scholarship Regulation, as it is subsidiarily applicable.

CLAUSE THREE

The Second Party agrees to carry out the work plan attached to this contract, the content of which it declares to have taken full knowledge and understanding, and accepting all conditions without reservations, from the aforementioned start date and on an exclusive dedication basis, pursuant to article 5 of the Research Fellowship Holder's Statute.

CLAUSE FOUR

The Second Party will carry out the work at _____ of the University of Porto, which functions as a Host Institution, having as Scientific Advisor Professor. Availability to start functions from November 1, 2022, to be indicated _____ in _____ the motivation letter.

CLAUSE FIVE

1. The amount of the monthly maintenance allowance awarded is of _____ € (amount written in full).
2. The Second Party also benefits from personal accidents insurance during the length of the scholarship, the conditions of which it declares full awareness of and accepts without reservations.

CLAUSE SIX

The First Party may cancel the scholarship and the Second Party is obliged to refund all or part of the amounts received in the following cases:

- a) Serious and repeated non-compliance with the duties of the Second Party contained in the Statute of the Research Fellow and *the FCT Research Fellowship Regulation*, for reasons attributable to it;
- b) Negative evaluation of the Second Party's performance carried out by the supervisor or the host entity under the terms provided for in *the FCT Research Scholarship Regulation*;
- c) Provision of false statements by the Second Party on matters relevant to the granting and renewal of the scholarship or to the appreciation of its development.

CLAUSE SEVEN

Without changes to the provisions of the previous clause, this agreement automatically terminates with:

- a) The completion of the activity plan
- b) *End* of the term for which the scholarship is awarded;
- c) The repeated non-compliance by one of the parties;
- d) Revocation by mutual agreement;
- e) Establishment of a legal-work relationship with the host entity.
- f) Eligibility statement

CLAUSE EIGHT

1. The rights and duties of the parties are those resulting from the provisions of the Research Fellowship Holder Statute.
2. The Fellow declares to have taken note of the Research Fellow's Statute and the applicable Regulation(s) and commits to observing its provisions.

CLAUSE NINE

It is agreed between the parties that in case of need and to resolve any issues arising from this contract, the Court of the District of Porto will have jurisdiction, expressly waiving any other.

CLAUSE TEN

Any change to be made to the contract in the course of its execution will be subject to prior written agreement.

CLAUSE ELEVEN

1. This contract takes effect on the date of its signature by both parties.
2. The concrete definition of the activities referred to in the previous paragraph is the responsibility of the First Party, after hearing the Second Party and the Scientific Advisor, and they must be present in the definition of activities as well as when signing the agreement, as stated in the previous clause.

CLAUSE TWELVE

1. The Second Party agrees to keep confidential any information of a confidential nature to which it has access during the provision of its work, and to use it only for the purpose of complying with the provisions of this scholarship agreement and for the benefit of the First Party.
2. The Second Party, in the exercise of its functions, is bound by the specific duty of professional secrecy, under the terms and in accordance with the current legislation regarding the protection of personal data, remaining applicable even after the termination, for any reason, of the effects of this scholarship agreement.
3. The Second Party further acknowledges that all documents containing confidential information are the exclusive property of the First Party, being obliged to keep such documents always properly protected and to return them before the end of the scholarship agreement.

CLAUSE THIRTEEN

1. The First Party, better identified in this agreement, is responsible for the processing of the second party's personal data.
2. The personal data collected and processed are those strictly necessary for the execution of this scholarship agreement and for compliance with the legal provisions to which the First Party is bound.
3. The processing of this data will be carried out in accordance with the current legislation on the protection of personal data and in accordance with the data protection policy of the University of Porto.
4. The First Party provides the second party with information regarding the processing of its data, in compliance with the principle of lawfulness, loyalty and transparency (attached document that forms an integral part of this contract).

CLAUSE FOURTEEN

1. The industrial property rights over the inventions or creations made by the Fellow during the execution of this contract belong to the University of Porto.
2. The University of Porto guarantees, as a general principle, the attribution of copyright to the scholarship holder over literary, scientific and artistic works conceived and made by the Second Party.
3. The exception to the preceding paragraph is in regards to works that have been created at the request of the University or to be published or disseminated on behalf of the University, as the University will be organising and directing their production.

This contract is made in duplicate and a copy is intended for each of the grantors, with a copy is sent to the scientific advisor.

Attached: work plan signed by the Second Party and the Scientific Advisor.

Porto, ____ of _____ of _____

The First Party

The Second Party

(Professor X)

NAME

Attachments to the Agreement

Disclosure of usage of personal data

1. Purpose of data processing

Personal data is collected for specific, explicit and legitimate purposes, and may not be further processed in a manner incompatible with those purposes.

In this context, the processing has as its exclusive purpose the management of human resources and fulfilment of obligations and exercise of specific rights of the data manager or the data subject in relation to the applicable legislation, namely social protection, administrative management of the activity, insurance policy subscription and personal accident process management.

2. Lawfulness of data processing

The processing of the personal data collected is necessary for the execution of the contract to which the data subject is a party and for compliance with the legal provisions to which the data manager is obliged.

The personal data processed are adequate, relevant and strictly necessary to carry out the aforementioned purposes, respecting the principle of minimization.

3. Recipients of the data

Within the scope of this contract, the data will be communicated to the competent entities by virtue of a legal provision, or at the request of the data subject.

4. Retention period:

Whenever there is no specific legal requirement, the data will be stored and kept in a way that allows the identification of the subjects only for the period necessary to fulfil the purposes that motivated their collection and treatment.

The information may not be kept beyond 10 years after the termination of the employment relationship.

Personal data may be kept for a maximum period of one year after the termination of the employment relationship with the entity, without harm to its conservation in case of judicial proceedings beyond that period, up to a limit of six months after the final decision.

6. Rights of data subjects

Data subjects are guaranteed the right to information, access, rectification, limitation of processing and deletion of their personal data, provided that it does not conflict with other legally protected rights or interests.

6. Principle of integrity and confidentiality

Personal data is processed in such a way as to ensure its security and confidentiality, including protection against its unauthorised or unlawful processing and against its accidental loss, destruction or damage.

For more information about data collection and processing, the U. Porto recommends the consultation of the Personal Data Protection Policy of U. Porto, which is available on SIGARRA of U. Porto (institutional website), on the home page under "Data Protection Policy", and is also available on the organisational website, under the "Data Protection" tab

RESEARCH FELLOWSHIP ACTIVITIES FINAL REPORT TEMPLATE

(to be completed by the Fellow)

Identification of the Fellow

Full Name:

Scholarship Identification

Grant type

Reference:

From ____ / ____ / ____ to: ____ / ____ / ____

Project Name and Host Institution:

Field of work

Main Researcher /Scientific Advisor:

Evaluation criteria (to be completed by the advisor)

Activities Developed:

Deviations from the plan and justifications:

Publications and works prepared within the scope of the scholarship:

Fellowship holder

Date: ____ / ____ / ____

Scientific advisor:

Date: