

Announcement for Awarding of 12 Doctoral Research Scholarships in Industrial Setting

The University of Porto, through the organic unit FEUP is calling for applications for 12 (twelve) research grants, hereinafter referred to as Doctoral Research Grants, in the area of Refining, Petrochemical and Chemical Engineering, 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 between FCT and APQuímica, Associação Portuguesa da Química, Petroquímica e Refinação.

The PhD programme to be attended by the candidates is offered by the University of Aveiro (UA), University of Coimbra (UC), University of Lisbon (UL), New University of Lisbon (UNL) and University of Porto (UP; host institution of the PhD programme), with the participation of APQuímica and their associated companies.

1. SUBMISSION OF APPLICATION

The call is open between **27 August 2021** and 23h59 (Lisbon time) of **16 September 2021**.

Applications and supporting documents to the application foreseen in this announcement must be submitted by e-mail to recursoshumanos@fe.up.pt and engiq@fe.up.pt indicating the reference **EngIQ-BD2021-APQuímica**.

Each candidate may submit only one application, under penalty of cancellation of all submitted applications. The provision of false statements or plagiarism by the candidates is 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 support research activities leading to a doctoral degree in Portuguese universities.

The research activities leading to the doctoral degree will take place at the host institutions for the grant holders, namely at the research units of the universities involved (UA, UC, UL, UNL, UP) and at companies associated to APQuímica.

Doctoral research grants are of the type "bolsas no país".

The maximum duration of the grants is four years (48 months), with annual renewals subject to a favourable opinion from the scientific advisors and the coordinators at companies. No grants can be awarded for periods of less than three consecutive months.

3. RECIPIENTS OF THE GRANTS

Doctoral Research Grants are intended for candidates who have the necessary conditions for enrolment in the Doctoral Programme in Refining, Petrochemical and Chemical Engineering and who intend to carry out research activities leading to the award of a doctoral degree.

NOTE: Successful candidates will need to apply for the PhD programme and be admitted.

For this purpose, the necessary information for the submission of applications to the PhD Programme in Refining, Petrochemical and Chemical Engineering is indicated.

Access conditions and seriation criteria EN: <https://s.up.pt/8yco>

List of documents foreseen in the application of the study cycle: <https://s.up.pt/2esp>

The grant contract will only be signed after confirmation of admission/enrolment in the PhD Programme in Refining, Petrochemical and Chemical Engineering.

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 *licenciado* degree or a master degree in the area of Chemical Engineering or in related areas.
- Not to have benefited from a PhD or PhD grant in companies directly funded by FCT, regardless of its duration.
- Not hold a PhD degree.

4.2 Admissibility Requirements for the Application

Under penalty of not being admitted to the competition, the following documents must be attached to the application:

- Elements of the identity card/citizen card/passport;
- Curriculum vitae of the candidate;
- Certificates of the academic degrees held, specifying the final classification and, if possible, the classifications obtained in all the *courses* taken, or, alternatively, a declaration of honour from the candidate that he/she has completed the degree of licenciado or mestre by the end of the application deadline;

- Record of recognition of academic degrees awarded by foreign higher education institutions and record of the conversion of the respective final classification into the Portuguese classification scale;
- Motivation letter. The candidate must present the reasons for his/her applicant, presenting his/her scientific and/or professional background and how this fits with the topics of the work, which he/she intends to develop. The candidate should indicate up to 3 doctoral topics (information to be available at www.eng-iq.pt, under the **Candidaturas** option, during the application period), in descending order of priority, briefly stating the reasons for the choices;
- Letters of Recommendation (minimum 1 and maximum 2). The letter of recommendation must include the context of the academic and/or professional relationship of the candidate with the person recommending him/her, indicating the reference to this competition.
- To write the application and all the documents associated with it, including the letters of motivation and recommendation, in Portuguese or English.

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, it is mandatory to recognize those degrees and to convert the respective final classification into the Portuguese classification scale.
- 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 at the Directorate-General of Higher Education (DGES, only for the case of automatic recognition), under the terms of Decree-Law no. 66/2018, of 16 August. Regarding this matter, it is suggested to consult the DGES portal through the following address: <http://www.dges.gov.pt>.
- Only candidates who have completed the cycle of studies leading to a bachelor or master degree until the application deadline will be admitted. 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 GRANTS

The scientific supervision of the scholarships is assigned by the scientific committee of the PhD programme in Refining, Petrochemical and Chemical Engineering, after the selection process of the scholarship holders.

The doctoral topics and the companies' proponents of the 12 grants will be available during the application period on the website www.eng-iq.pt, under the option **Candidaturas**.

6. EVALUATION CRITERIA

6.1 Evaluation Criteria

The evaluation takes into account the candidate's merit and suitability for the work topics.

The selection of candidates to the PhD scholarships takes place through the following two stages:

Phase 1 – Curricular evaluation: the candidates are selected based on their curricula, following the specifications defined in access conditions.

Phase 2 – Interview: the candidates will be interviewed by members of the Evaluation Panel and by experts from the companies that proposed the PhD projects.

As the result of the curricular evaluation (Phase 1), only the candidates ranked in the first 20 positions will be invited for an interview (Phase 2) by means of an e-mail sent at least 2 working days in advance.

Each one of the selection phases is eliminatory:

- Candidates with an academic classification lower than 14 out of 20 (weighted average of the 1st and 2nd cycles in the scientific area of the programme) will not be considered for Phase 2.
- In Phase 2, candidates who do not attend the interview will not be selected.

The final decision will consider the evaluation performed in both phases. The curricular evaluation has a weight of 2/3 and the interview has a weight of 1/3 in the final evaluation.

The evaluation of the applications will be performed according to the terms of this notice, weighting the elements of appreciation and producing the ordered list(s) of candidates, by PhD project.

The admitted applications will be scored on a scale from 0 to 100 points in each of the following evaluation criteria.

The evaluation criteria will have a duly justified quantitative and/or qualitative correspondence associated individually to each of the applications according to:

Phase 1 – Curricular evaluation (0-100 pts, 2/3 total):

- Academic evaluation (0-50 pts, according to the following table)

Classification	Licenciado + Master (pre-/pos-Bolonha) OR Integrated Master	Licenciado (pre-/pos-Bolonha)	Master (pre-/pos-Bolonha)
≥18	50	25	20
17	40	20	15
16	30	15	10
15	20	10	7.5
14	10	5	5

- CV evaluation (0-30 pts)
- Suitability of the profile to a PhD topic and motivation (0-20 pts)

Phase 2 - Interview (0-100 pts, 1/3 total):

- Scientific skills (0-50 pts)
- Transversal, personal and interpersonal skills (0-50 pts)

Final classification (0-100 pts)= Curricular evaluation * 2/3 + Interview * 1/3

Only candidates with a Final Classification greater and equal than 50 pts can be selected.

In case of an equal classification, the tiebreaker criteria to be considered are: classification obtained in the interview selection method (E); in case of a tiebreaker, the classification obtained in the curricular evaluation.

The Evaluation Panel is the body responsible for all operations of the call, whether those of qualification (assessment of merit) or of classification, it being a settled understanding that the Evaluation Panel will have a margin of freedom in the concretization of previously established factors, which allow for the qualitative and quantitative measurement of those, and which prove to be indispensable when indeterminate concepts are at stake, such as those related to quality and merit.

The minutes of the Evaluation Panel meeting shall contain the reasons in fact and in law, embodied in the concrete and individualized application of the above mentioned evaluation criteria.

All candidates, regardless of the stage or moment of the competition at which they may be excluded, have the right to be pronounced in a prior hearing of interested parties, in accordance with what is defined in Section 9 of this announcement.

Important notice for candidates with diplomas issued 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, provided that 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.

7. EVALUATION

The Evaluation Panel of the candidates is composed of the following elements:

- Doutor Fernando Gomes Martins – UP - Coordenator
- Doutor Francisco Manuel da Silva Lemos – UL
- Doutor Nuno Manuel Clemente de Oliveira – UC
- Doutor Carlos Manuel Santos Silva – UA
- Doutor João Paulo Serejo Goulão Crespo – UNL

The Evaluation Panel shall evaluate the applications according to the evaluation criteria in this call for proposals, weighting the elements of evaluation.

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 advisors 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 leading to the marks attributed to each of the evaluation criteria.

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 candidates, in descending order of the final ranking, of all applications evaluated by the panel;
- CDI declarations of all the panel members;
- Any delegations of vote and competences due to justified absence.

8. DISSEMINATION OF RESULTS

The evaluation results will be communicated via e-mail to the e-mail address used by the applicant to submit the application.

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

After the notification of the provisional list of evaluation results, 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 purposes:

- a) Copy of the civil, fiscal and, when applicable, social security identification document(s)¹;
- 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 present Notice [adapted according to the case];
- 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 fulfillment 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

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.

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.

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, and FCT shall pay 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 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 date of renewal, 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 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 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 Tender 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.