Call for Applications for PhD Research Grants

The Centre for Mathematics of the University of Coimbra hereby opens this Call for Applications for three research grants, hereinafter called PhD Research Grants, in the field(s) of Mathematics, in compliance with the provisions of the FCT Regulations for Research Grants and Fellowships (RBI) and the Research Fellowship Holder Statute (EBI).

The scholarships will be financed by the Foundation for Science and Technology (Fundação para a Ciência e Tecnologia) (FCT) under the Collaboration Agreement of the Multiannual Financing Plan for Doctoral Research Grants, signed between FCT and the R&D Research Unit CMUC - Centro de Matemática da Universidade de Coimbra, UID/MAT/00324/2020.

1. SUBMISSION OF APPLICATIONS

The Call for Applications is open from April 1 to April 30.

Applications and all the supporting documents described in this Call must be submitted by email to cmuc@mat.uc.pt.

Each applicant can only submit one application, under penalty of cancellation of all the applications submitted.

Please note that false declarations or acts of plagiarism from the applicants will lead to the exclusion of the application notwithstanding the need to take other corrective or punitive disciplinary measures.

2. TYPE AND DURATION OF THE SCHOLARSHIPS

The PhD scholarships are intended to finance research activities carried out by the doctoral candidate that will lead to the attainment of the academic degree of doctor in Portuguese Universities.

The research activities leading to the attainment of the academic degree of doctor will take place at Centre for Mathematics of the University of Coimbra (CMUC), which will be the candidates' host institution(s), notwithstanding that the research work may be carried out in collaboration with more than one institution.

The research activities leading to the attainment of the academic degree of doctor of the selected applicants must be framed within the activity plan and strategy of CMUC, and must be carried out within the following Doctoral Program:

UC|UP Joint PhD Program in Mathematics

The work program may be entirely or partially carried out on a national institution (national or blended scholarships, respectively).

As a rule, PhD scholarships are annual, renewable for up to the maximum of four years (48 months), and cannot be granted for a period less than three consecutive months.

In the case of a blended scholarship, i.e., carried out both in Portugal and abroad, the research period at the foreign institution cannot exceed 24 months.

3. RECIPIENTS OF THE SCHOLARSHIPS

PhD scholarships are intended for candidates who are enrolled or who comply with the requirements to enroll in the UC|UP Joint PhD Program in Mathematics, who wish to carry out research activities as part of this degree at the Centre for Mathematics of University of Coimbra, or at another associated host institution.

4. ADMISSION REQUIREMENTS

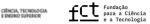### 4.1 Admission requirements for applicants

The following candidates may apply to this Call:

- National (Portuguese) citizens or citizens from other member states of the European Union;
- Third-country nationals;
- Stateless individuals;
- Citizens with political refugee status.

To apply for a PhD scholarship, applicants must comply with the following requirements:

- The candidate must have an academic and scientific curriculum that the jury considers adequate to develop research activities within CMUC conducive to obtaining his/her PhD degree at the University of Coimbra.
- The candidate must reside permanently and habitually in Portugal at the start date of the work plan period carried out abroad, in case the work plan proposed for the scholarship includes a period at a foreign institution (blended scholarships); this requirement is applicable to both national and foreign citizens.
- The candidate has not benefited previously from a PhD scholarship or a PhD Industry scholarship directly funded by FCT, regardless of its duration.
- The candidate does not hold a Doctor's degree.

4.2 Application requirements

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

- Elements of the candidate's identity card/passport;
- Curriculum vitae;
- Academic certificates and detailed description of the candidate's academic record;
- Motivation letter;
- PhD research project;
- Recommendation letters (two). The candidate must indicate the names and email addresses of the recommenders; the letters must be sent by email, by the recommenders, to cmuc@mat.uc.pt.
- The application and other documents, including motivation and recommendation letters, must be written in Portuguese or English;
- Other relevant documents.

5. WORK PLAN AND SCIENTIFIC SUPERVISION OF THE SCHOLARSHIPS

The grant's work plan will be based on the research project submitted by the candidate; the research work will be carried out under the supervision of a CMUC member who the PhD Program scientific committee may suggest.

6. EVALUATION CRITERIA AND BONUSES

6.1 Evaluation Criteria

The evaluation will be based on the candidate's merit and the quality of his/her research project, as well as its relevance to CMUC's research goals.

All admitted applications will be ranked according to the weighted average of the score obtained in each of the following evaluation criteria:
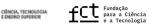
Criterion A – Merit of the candidate (70%)

The evaluation panel will assess the candidate's academic and scientific merit (namely, the merit of the curriculum vitae and academic record, recommendation letters and motivation letter), as well as his/her training and skills to carry out the proposed research plan.

Criterion B - Research plan (30%)

The panel will assess the contribution of the candidate's research plan to advancing scientific knowledge and its relevance to CMUC's research goals. The adequacy of the proposed methods and

the project feasibility will also be taken into account.

Criterion C – Interview (20%)
In case the panel finds it necessary, the candidates with the highest score in criteria A and B will be interviewed individually (by video conference if needed).

Final selection method
Each criterion will be scored in a scale from 0 to 200.

All the candidates will be evaluated and ranked according to criterion A and B, their classification being calculated as an weighted average assigned with the following weight: criterion A: 70%; criterion B: 30%. If the panel decides to interview the candidates with the highest score, they will be re-sorted according to the grade obtained as a weighted average assigned with the following weight: results previously obtained in criteria A and B: 80%, criterion C: 20%.

In order to decide the granting of the PhD scholarships, applicants will be ranked according to the weighted average of the score obtained in each of the criteria, according to the following formula:

Final classification (without interview) = (0,7 x A) + (0,3 x B)
Final classification formula (with interview) = 0,8 x [(0,7 x A) + (0,3 x B)] + (0,2 x C)

For tiebreaking purposes, the final ranking list will be based on the scores assigned to each of the evaluation criteria in the following order: Criterion A, Criterion B, Criterion C .

Applicants whose application is scored with a final grade lower than 100 are not eligible for scholarship award.
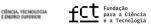
6.2 Bonuses

Candidates with a proven degree of disability equal to or higher than 90% will have a bonus of 20% on Criterion A - Merit of the Candidate. Candidates with a proven degree of disability equal to or higher than 60% and lower than 90% will have a bonus of 10% on this criterion.

7. EVALUATION

The evaluation panel is composed by the following members:

Chair: Ercília Cristina da Costa e Sousa (Department of Mathematics of the University of Coimbra);
Effective members:
Alfredo Manuel Gouveia da Costa (Department of Mathematics of the University of Coimbra); Raquel Susana Giraldes Caseiro (Department of Mathematics of the University of Coimbra);
Substitute member: Jorge Manuel Senos da Fonseca Picado (Department of Mathematics of the University of Coimbra).

The evaluation panel will assess applications based on the evaluation criteria described in this Call for Applications, considering the components of evaluation.

All panel members, including the coordinator, will make a commitment to respect the responsibilities of the evaluation process, such as the duty of impartiality, the declaration of any potential conflicts 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.

For each application, a final evaluation form will be produced by the panel, in which the arguments that led to the scores attributed to each of the evaluation criteria and sub-criteria will be presented in a clear, coherent and consistent manner.

Minutes of the meetings of the evaluation panel will be taken under the responsibility of all its members.

The minutes and their attachments must include the following information:
- Name and affiliation of all members of the evaluation panel;
- Identification of all excluded applications and respective reasons ;
- Methodology employed by the panel for particular cases;
- Final Evaluation Sheets for each application;
- Provisional list of the scoring and ranking of the candidates, in descending order of the final grade, of all applications evaluated by the panel;
- Conflict of Interest (COI) statements from all members of the panel;
- Delegations of voting and decision powers by reason of justified absence.

8. DISCLOSURE OF THE RESULTS
Evaluation results will be communicated by email to the address provided by the candidates in the application form.

9. DEADLINES AND PROCEDURES FOR PRELIMINARY HEARING, COMPLAINTS AND

APPEALS

Once the provisional ranked list of the evaluation results has been communicated, applicants may request a preliminary hearing with the interested parties, under the terms of Articles no. 121 and following of the Code of Administrative Procedures (CPA).

The final decision will be announced after the analysis of applicants' arguments presented in the preliminary hearing. Following the final decision, the applicant can file a formal complaint within 15 working days or, alternatively, file an appeal within 30 working days, counting after the communication of the final results.

Applicants who choose to file a complaint should address their request to the member of the FCT Board of the Directors with the delegated competence. Applicants who choose to file an appeal must address their request to the FCT Board of Directors.

10. REQUIREMENTS TO AWARD THE SCHOLARSHIPS

The research scholarship contracts are signed directly with FCT.

The following documents are mandatory, upon conditional awarding of the scholarship for the purposes of contract preparation:

a) Copy of the document(s) of personal identification, tax number and, if applicable, social security;[1]

b) Copy of the academic degree certificates held by the applicant;

c) Recognition of the academic degrees obtained abroad and conversion of the final grade to the Portuguese grading scale, if applicable;
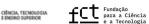
d) Proof of acceptance and enrolment in the Doctoral Program identified in the present Call Notice;

e) Statement from the supervisor(s) declaring their acceptance to coordinate and supervise the work plan, as established in Article no. 5-A of the Statute for Research Fellowships (template will be made available by FCT);

f) Institutional document supporting the applicant, issued by the institution where the work plan will be carried out, guaranteeing the necessary conditions to its successful development, as well as the fulfilment of the duties established in Article no. 13 of the Research Fellowship Holder Statute (template will be made available by FCT);

g) Updated document proving the exclusive dedication regime (template will be made available by FCT);

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[1] Instead of providing these documents, the candidate may opt to present them in person at the financing body, which will store the data contained in them that are relevant for the validity and execution of the contract, including the civil, tax and social security identification numbers, as well as the validity of the respective documents.

h) Work Plan.

The granting of the scholarship is still dependent on:
- The fulfilment of all the requirements listed in this Call for Applications;
- The results of the scientific evaluation;
- The absence of unjustified non-compliance of the fellowship holder during previous directly or indirectly funded FCT fellowships;
- The FCT's available budget.

The lack of any of the necessary documents to complete the contracting procedure implies the expiration of the scholarship granting and conclusion of the process; applicants have up to 6 months after the disclosure of the provisional granting to present all of the documents listed.

11. FUNDING

The payment of the scholarships will begin after the return, by the candidates, of the scholarship contract duly signed, which should occur within a maximum of 15 working days from the date of receipt.

The scholarships awarded under this competition will be financed by the FCT with funds from the State Budget and, where eligible, with funds from the European Social Fund, through the Demography, Qualifications and Inclusion Programme (PDQI), in accordance with the regulatory provisions set for this purpose.

12. SCHOLARSHIP COMPONENTS

A monthly maintenance allowance is granted to the fellows in accordance with the table in Annex I of the RBI.

The scholarship may also include additional allowances, according to RBI's Article no. 18 and the values indicated in its Annex II.

All the scholarship holders have a personal accident insurance related to the research activities, which FCT will support.

All scholarship holders who are not beneficiaries of any social protection regime have the right to register for social security through the voluntary social insurance regime, under the terms of the Contributory Scheme of the Social Security System. FCT will ensure the charges resulting from contributions under the terms and the limits provided in Article no. 10 of the EBI.

13. PAYMENT OF THE SCHOLARSHIP

Payments due to the scholarship holder are made by bank transfer to the bank account indicated. The monthly maintenance allowance is paid on the first working day of each month.

Registration, enrolment and tuition fees are payed directly by FCT to the national institution where the scholarship holder has enrolled or is registered in a 3rd Cycle of Studies/PhD Programme.

14. TERMS AND CONDITIONS OF PhD SCHOLARSHIP RENEWAL

The renewal of the scholarship always depends upon the applicant's request, within 60 working days prior to the renewal start date, which must include the following documents:

a) Declaration(s) issued by the supervisor(s) and by the host institution(s) attesting the work plan development and the evaluation of the respective activities;

b) Updated document proving compliance with the exclusive dedication regime;

c) Declaration proving enrolment renewal in the study cycle leading to the doctoral degree.

15. INFORMATION AND PUBLICITY OF THE GRANTED FUNDING

In all R&D activities directly or indirectly financed by the scholarship, in particular in all communications, publications and scientific creations, as well as theses, carried out with the support provided for in the scholarship, the mention of financial support from FCT and the European Social Fund, through, inter alia, the Demography, Qualifications and Inclusion Program (PDQI) should be expressed. For this purpose, the insignia of FCT, MCTES, ESF and EU logos should be entered in the documents relating to these actions, in accordance with the graphic standards of the Community support program.
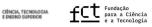
The disclosure of research results funded according to the RBI provisions must comply with the open access guidelines, publications and other research results in accordance with FCT rules.

In all scholarship, and in particular in the case of actions supported by Community funding, in particular the ESF, follow-up and control actions may be carried out by national and Community bodies in accordance with applicable legislation in this area, with the scholarship holders supporting the obligation to collaborate and provide the requested information, which covers the carrying out of surveys and evaluation studies in this area, even if the scholarship has already ceased.

16. NON-DISCRIMINATION AND EQUAL ACCESS POLICY

FCT promotes a policy of non-discrimination and equal access, thus 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 status, economic status, education, origin or social condition, genetic heritage, reduced work capacity, disability, chronic disease, nationality, ethnicity or race, territory of origin, language, religion, political or ideological beliefs or trade union affiliation.

17. APPLICABLE LEGISLATION AND REGULATIONS

The present call is governed by this Notice of Opening, by the FCT Regulations for Research Fellowships approved by the Regulation no. 950/2019 (published in the Series II of the DR, of 16th December), by the Research Fellowship Holder Statute (approved by Law no. 40/2004, of 18th of August, in its current version), and by other applicable national and Community legislation.