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PUBLIC NOTICE/0084/2023

Public Notice of Call for Applications for a PhD Research Scholarship

The Research Centre for Communication and Culture at Universidade Católica Portuguesa hereby announces the opening of a call for applications for 1 (one) research scholarship, hereinafter referred to as Doctoral Research Scholarship, in Translation Studies, under the FCT Research Grant Regulations and the Research Grant Holder Statutes (RBI and EBI respectively, hereinafter).

This scholarship is financed by the Research Centre for Communication and Culture, through funding by FCT, with internal reference no. UIBD2023.5/00126/2020.

1. SUBMISSION OF APPLICATIONS

The call for applications shall be open from 9 August to 4 September 2023 at 18h00 (Lisbon time).

Applications and their respective supporting documentation, stipulated in the present Public Notice of Call for Applications, must be submitted via email to concursos.cecc.fch@ucp.pt. Please note that the CECC office will close from 11 to 28 of August, and that all inquiries will be answered outside of this period. Interviews will take place in early September 2023.

Candidates may submit one application only. Submission of more than one application will result in the annulment of all applications.

False statements or plagiarism by candidates are grounds for annulment of the application, without prejudice to any other punitive measures.

2. TYPE AND DURATION OF SCHOLARSHIPS

Doctoral Research Scholarships are intended to finance students' PhD research, leading to the attainment of a PhD degree in the Doctoral Programme in Translation Studies at Universidade Católica Portuguesa.

The research leading to a PhD degree shall take place at the Research Centre for Communication and Culture (CECC), which shall thus be the scholarship recipient's host institution, without prejudice to any other work undertaken in collaboration with one or more institutions.

The research leading to a PhD degree by the scholarship recipient must fall within the framework of CECC's strategic activities plan and must be developed under the auspices of the Doctoral Programme in Translation Studies, Universidade Católica Portuguesa.

The duration of the scholarships is 15 months. Scholarships cannot be awarded for periods of less than three consecutive months.



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3. SCHOLARSHIP RECIPIENTS

Doctoral Research Scholarships are awarded to candidates who are either enrolled or who meet the requirements to enrol in the Doctoral Programme in Translation Studies of the Faculty of Human Sciences, Universidade Católica Portuguesa and who furthermore seek to develop research leading to a doctoral degree at the Research Centre for Communication and Culture (CECC).

4. ELIGIBILITY

4.1 Candidate eligibility requirements

The following are eligible to apply:

- Portuguese citizens or citizens of other European Union member States;
- Citizens from other States;
- Stateless persons;
- Citizens holding political refugee status.

In order to apply for a Doctoral Research Scholarship, applicants must:

- hold an undergraduate or master's degree in the field of Translation Studies, or in other areas deemed relevant to the programme and to the development of the project;
- not have previously been the recipient of a doctoral scholarship or an in-company doctoral degree financed by FCT, irrespective of its length;
- not hold a PhD degree.

4.2 Application Eligibility Requirements

The following documents, without exception, must be included in the application, under penalty of exclusion from the call for applications:

- the details stated on the identity card, citizen's card, or passport;
- the candidate's CV;
- certificates for each academic qualification held, which must specify, without fail, the final classification and, where possible, the marks received for each subject studied. Alternatively, should candidates be unable to access their undergraduate or master's degree certificate by the application deadline, a declaration upon honour that the candidate completed their undergraduate or Master's degree studies prior to the application deadline;
- letter of motivation;
- letters of recommendation (optional);
- preliminary PhD project proposal in line with one of the following CECC research groups: a) Literature and the Global Contemporary or b) Cognition and Translatability (max. 2000 words).



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5. WORK PLANS AND SCIENTIFIC SUPERVISION OF SCHOLARSHIP HOLDERS

The scholarship recipients' work plan must be developed within one of the following research groups at the Research Centre for Communication and Culture (CECC): a) Literature and the Global Contemporary or b) Cognition and Translatability.

6. ASSESSMENT CRITERIA

The assessment considers the academic merit and the potential of each candidate (as expressed in the letter of motivation, the preliminary PhD project, and the interview).

Candidates deemed eligible are assessed on a scale of 1 to 20 in each of the following assessment criteria:

- Criterion A – Candidate merit, with a weighting of 55%:
 - Sub-criterion A1 – relevance and quality of academic training, with a weighting of 45%;
 - Sub-criterion A2 – other relevant experience, with a weighting of 10%.
- Criterion B – Candidate potential, with a weighting of 45%:
 - Sub-criterion B1 – Letter of motivation, with a weighting of 5%;
 - Sub-criterion B2 – Preliminary PhD project, with a weighting of 20%;
 - Sub-criterion B3 – Interview, with a weighting of 20%.

For the purposes of the scholarship award decision, candidates are ranked based on the weighted classification obtained in each of the two criteria, as set out in the following formula:

$$\text{Final Classification} = (0.55 \times A) + (0.45 \times B)$$

In the case of a tie, the ranking of candidates will be made based on the classifications awarded in each assessment sub-criterion, in the following order of precedence: sub-criterion A1, sub-criterion B2, sub-criterion B3, sub-criterion B1, and sub-criterion A2.

Candidates whose application is assessed with a final score below 16 points are not eligible for the scholarship.

7. ASSESSMENT

The candidate assessment panel is composed of the following members:

- Alexandra Lopes, Faculty of Human Sciences, Universidade Católica Portuguesa (Chair)
- Ana Margarida Abrantes, Faculty of Human Sciences, Universidade Católica Portuguesa



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- Rita Bueno Maia, Faculty of Human Sciences, Universidade Católica Portuguesa

And two additional stand-in members:

- i. Joana Moura, Faculdade de Ciências Humanas da Universidade Católica Portuguesa
- ii. Diana Gonçalves, Faculdade de Ciências Humanas da Universidade Católica Portuguesa

The assessment panel shall evaluate each application in accordance with the assessment criteria set out in the present Public Notice of Call for Applications, taking into consideration the respective assessment elements.

Every panel member, including the Chair, shall commit to respecting a set of core responsibilities in this assessment process, such as the duties of impartiality, the disclosure of any potential conflicts of interest, and confidentiality. In every stage of the assessment process, confidentiality is entirely protected and ensured, to guarantee the independence of all decisions.

For each candidate, the panel shall produce a final assessment form that clearly, coherently, and consistently sets out the arguments leading to the classifications awarded across each of the assessment criteria and sub-criteria.

The assessment panel meetings shall be recorded in minutes that must be signed off by every serving member. The minutes and respective annexes must include the following information:

- Name and affiliation of all assessment panel members;
- Identification of any excluded applications and respective reasons;
- Methodology adopted by the panel for any special cases;
- Final Assessment Forms for each of the applications;
- Provisional list with the classification and ranking of candidates, in descending order of final classifications, for all applications assessed by the panel;
- COI statements from all panel members;
- Any cases of vote or assignment of roles by proxy on grounds of the justified absence of panel members.

8. PUBLICATION OF RESULTS

Assessment results shall be released via email and sent to the address disclosed by the candidate on their scholarship application.

9. DEADLINES AND PROCEDURES FOR PRIOR HEARINGS, COMPLAINTS AND APPEALS

Following the release of the provisional assessment results list, candidates have a period of ten working days



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in which, should they wish it, they may express their response at a prior hearing of interested parties under the terms of Articles 121 and subsequent of the Code of Administrative Procedures.

A final decision shall be issued following analysis of the responses submitted at the hearing of interested parties. The final decision may be subject to a complaint within a period of 15 working days or, alternatively, of an appeal, within a period of thirty working days, with both durations beginning on the date of the initial notification. Candidates who submit a complaint should address this to the competent member of FCT's Board of Directors (Conselho Diretivo). Candidates who mount an appeal should address this to the competent member of FCT's Board of Directors (Conselho Diretivo).

10. SCHOLARSHIP AWARD REQUIREMENTS

Research scholarship contracts shall be signed between the scholarship recipient and Universidade Católica Portuguesa.

The following documentation must be submitted should a scholarship be awarded, for the purposes of signing the respective contract:

- a) Copy of each civil and fiscal identification document and, where applicable, of social security;¹
- b) Copy of certificates for each of the academic degrees held;
- c) Work Plan;
- d) Document attesting to enrolment and registration in the Doctoral Degree Programme in Translation Studies at the Faculty of Human Sciences, Universidade Católica Portuguesa;
- e) Declaration from supervisor(s) expressing their acceptance of responsibility for the supervision of the work plan pursuant to Article 5-A of the Research Grant Statute;
- f) Document attesting to the acceptance of the candidate by the institution hosting the respective research, and guaranteeing the conditions necessary for their efficient development, as well as complying with the obligations stipulated under Article 13 of the Research Grant Statute;
- g) An updated document demonstrating compliance with the exclusive dedication regime.

The award of the scholarship is also contingent on:

- compliance with the requirements stipulated by the present Public Notice;
- the results of the scientific assessment;
- the non-existence of any unjustified non-compliance with the duties of scholarship recipients in cases of any previous financial grant contract awarded, whether directly or indirectly, by FCT;
- CECC's budgetary capacity.

¹ The submission of these documents may be replaced, should the candidate so wish, by their in-person visit to the financing entity, which shall then record the documentation details required for the validity and execution of the contract, including the civil, fiscal, and social security identification numbers, as well as the expiry date of the respective documents.



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Failure to submit any of the documentation necessary to comply with the scholarship contractual process within a period of six months from the date of communication of the conditional award of the scholarship shall result in the annulment of the aforementioned award and the closure of the respective file.

11. FINANCING

The disbursement of the scholarship shall begin after the candidate has returned the duly signed research scholarship contract, which must occur within a maximum of 15 working days from the date of its receipt. Scholarships awarded under the auspices of the present public notice shall be financed by the Research Centre for Communication and Culture, with funding from FCT.

12. SCHOLARSHIP COMPONENTS

Scholarship holders are awarded a monthly maintenance stipend in accordance with the terms of the table in RBI Annex I.

All scholarship recipients not otherwise covered by any social protection regime may take up the right to social security by registering with the Social Security voluntary regime, under the terms of the Tax Regime Code for the Social Security Welfare System, with CECC meeting any costs resulting from the respective contributions, in accordance with the terms and limits stipulated in Article 10 of the EBI.

13. SCHOLARSHIP COMPONENT PAYMENTS

Disbursements to scholarship holders are made via bank transfer to the account number they have provided.

14. INFORMATION AND DISSEMINATION OF THE SCHOLARSHIP

For all R&D activities, whether directly or indirectly financed by the scholarship, namely conference participation, publications and all scientific output, as well as the resulting theses, carried out with scholarship-related support, scholarship holders must explicitly mention the financial support received from the Research Centre for Communication and Culture and from FCT and the European Social Fund, namely through the Demography, Skills and Inclusion Programme (PDQI). To this end, any relevant documents must include references to the acronyms of FCT and CECC.

The dissemination of research results financed under the auspices of the RBI must follow the norms for open access to data, publications, and other research results in effect at FCT.



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15. NON-DISCRIMINATION AND EQUAL ACCESS POLICY

UCP promotes a policy of non-discrimination and equal access. Accordingly, no candidate may be favoured, advantaged, disadvantaged or deprived of any right or exempted from any duty, namely as a result of their parentage, age, gender, sexual orientation, civil status, family situation, economic situation, education, social origin or condition, genetic heritage, reduced working capacity, disability, chronic illness, nationality, ethnic or racial background, territory of origin, language, religion, political or ideological beliefs and trade union membership.

16. APPLICABLE LEGISLATION AND REGULATIONS

The applications process is governed by the regulations of the current Public Notice, FCT's Research Grant Regulations, as approved by Norm no. 950/2019, published in the 2nd Series of *Diário da República* on 16 December 2019, the Research Grant Holder Statutes approved by Law no. 40/2004, of 18 August, in accordance with the version in effect, as well as any further applicable Portuguese and EU legislation.

Lisbon, August 9, 2023

The Rector



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