

Notice of the Call

Call for Ph.D. Fellowships

The Health Sciences Research Unit: Nursing (UICISA: E), whose managing institutions are the Nursing School of Coimbra (Main), the Polytechnic Institute of Viseu (Other), and the University of Minho (Other), is opening a call for granting four Ph.D. Fellowships in the area of Nursing, complying with the provisions of the *Fundação para a Ciência e a Tecnologia, I.P.* (FCT) Regulation for Studentships and Fellowships (RBI) and the Research Fellowship Holder Statute (EBI).

The Ph.D. Fellowships will be funded by the FCT under the Collaboration Protocol for Funding the Pluriannual Research Grant Plan for Ph.D. Students, signed between the FCT and the UICISA: E, R&D Unit No. 00742.

1. APPLICATION

The Call is open from **16th August to 5:00 p.m. (Lisbon time) on 16th September 2022.**

The application form and all the supporting documents described in this Notice of the Call can only be submitted via email to investiga@esenfc.pt.

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

Applicants providing false declarations or committing acts of plagiarism will be excluded from the application without prejudice of other corrective and punitive disciplinary measures.

2. TYPE AND DURATION OF FELLOWSHIPS

Ph.D. Fellowships aim to fund research and development activities (R&D) leading to a Ph.D. degree in Portuguese universities.

The R&D activities leading to a Ph.D. degree will take place at the UICISA: E. Although the work may be carried out in collaboration with more than one institution, the UICISA: E is the host institution of the fellowship holders.

The R&D activities leading to the Ph.D. degree carried out by the selected fellowship holders must be framed within the UICISA: E plan of activities and strategies and must be developed within the scope of the Nursing Ph.D. Program of the University of Coimbra (in collaboration with the Nursing School of Coimbra).

The work plan must be developed entirely in a national institution (fellowship in Portugal).

As a rule, the duration of Ph.D. fellowships is annual, renewable for up to four years (48 months), and cannot be granted for less than three consecutive months.

3. RECIPIENTS

Ph.D. fellowships are aimed at applicants enrolled or who comply with the requirements to enroll in one of the Ph.D. Programs listed in point 2 of this Notice of the Call and who wish to carry out R&D activities

leading to a Ph.D. degree at UICISA: E, which will be the host institution for the fellowship holders, without prejudice to the fact that the work may be carried out in collaboration between more than one institution.

4. ADMISSIBILITY

4.1 Applicants' admissibility requirements

The following citizens may apply to this Call:

- National citizens or citizens from other member-states of the European Union;
- Third-party states citizens;
- Stateless individuals;
- Citizens holding political refugee status.

To apply for the Ph.D. fellowship, it is necessary to:

- Have a graduate degree in Nursing; or a graduate degree in Nursing and a Master's degree in Nursing, related sciences, or Social Sciences;
- Not have benefited from a Ph.D. fellowship or a Ph.D. fellowship in industry directly funded by the FCT, regardless of duration;
- Not to hold a Ph.D. degree.

4.2 Application's admissibility requirements

It is mandatory, under penalty of non-admissibility:

- a) To present identity card/citizen's card/passport information elements;
- b) To associate an updated version of the *Curriculum Vitae (CV)*, using the CIÊNCIAVITAE platform;
- c) To submit academic degree certificates indicating the final grade and, if possible, specifying the grades obtained in all course units;
- d) To submit the recognition of foreign academic degrees and the conversion of the respective final grade to the Portuguese grading scale;
- e) To submit a motivation letter;
- f) To submit recommendation letters (up to three);
- g) To submit a work plan (template attached to this Notice) and all documents associated with it in Portuguese or English.

Regarding sub-paragraphs c) and d) of the previous paragraph on admissibility requirements, the following should be noted:

- In the case of foreign academic degrees, it is mandatory to submit the recognition of such degrees and the conversion of the final grade to the Portuguese grading scale to guarantee the principle of equal treatment to applicants with national and foreign academic degrees.

The recognition of foreign academic degrees and diplomas and the conversion of the respective final grade to the Portuguese grading scale may be requested at any public higher education institution or the Directorate-General for Higher Education (DGES, only for automatic recognitions). For more information, please visit the DGES website at <https://www.dges.gov.pt/pt>.

- Only applicants who have completed the cycle of studies leading to a bachelor's or master's degree by the application deadline will be admitted. The fellowship award will always depend on presenting proof of the academic qualifications required to be awarded the fellowship.

5. WORK PLANS AND SCIENTIFIC SUPERVISION

Applicants' work plans must align with the original UICISA: E Cross-Cutting Model. Therefore, the work plans should preferably fall within at least one of the following priority research topics: Violence in Society and Institutions; Health Education and Literacy; Pain Management; Innovation in Nursing Care Technology; Active Aging; Health Professionals' Development and Training; Wound Care; Methodologies of Differentiated (Complex) Nursing Care; Patient Safety and Care Effectiveness; and Health Transitions and Self-Care

Applicants should select between one and three (maximum) of the 17 goals of the United Nations Sustainable Development Agenda and justify their inclusion in their research project. If no goals match the proposed work plan, applicants should select the option "No alignment with any of the SDGs."

Information regarding the 17 United Nations Sustainable Development Goals can be consulted at <https://sdgs.un.org/2030agenda>

For more information about the original UICISA: E Cross-Cutting Model, applicants should refer to the article "Cross-cutting model for R&D and innovation activities management: On the path of modern nursing research" available at https://rr.esenfc.pt/rr/index.php?module=rr&target=publicationDetails&pesquisa=&id_artigo=2941&id_revista=24&id_edicao=138

The applicants' scientific supervising team must include one UICISA: E researcher.

6. EVALUATION CRITERIA AND BONUSES

6.1 Evaluation criteria

All admitted applications must be graded from zero (0.000, minimum) to five (5.000, maximum) in both the evaluation criteria:

Criterion A – Merit of the Applicant;

Criterion B – Merit of the Work Plan.

Applicants will be ranked according to the weighted mean of the score obtained in the two criteria, with 50% weighting in the criterion "Merit of the Applicant" (A) and 50% weighting in the criterion "Merit of the Work Plan" (B), converted into the following formula:

$$\text{Final grade} = (0,5 \times A) + (0,5 \times B)$$

For tiebreaking purposes, the final ranking list will be based on the scores assigned to each evaluation criterion in the following order: criterion A (Merit of the Applicant) and criterion B (Merit of the Work Plan).

Grades in any of the evaluation criteria shall be awarded with three decimal numbers. Values resulting from the application of formulas in this Notice of the Call will be rounded to the third decimal number using the following rule: when the fourth decimal number is equal to or greater than 5 (five), it shall be rounded in excess; if lesser, the value of the third decimal number will be maintained.

Important reminder for applicants with academic degrees granted by foreign higher education institutions:

- Applicants with diplomas issued by foreign higher education institutions may apply and will be evaluated according to the same criteria as applicants with diplomas issued by Portuguese institutions, provided that they submit, in their application, proof of the recognition of the academic degrees and the conversion of the respective final grade to the Portuguese grading scale under the terms of the applicable legislation.
- Applicants with recognized foreign degrees who do not submit proof of the conversion of the respective final grade to the Portuguese grading scale will be assessed with zero (0) points on a scale from zero (0.000 minimum classification) to five (5.000 maximum classification) in sub-criterion A1.
- In any case, fellowship contracts with applicants with diplomas issued by foreign institutions will only be concluded upon presenting proof of the recognition of the academic degrees and the conversion of the respective final grade to the Portuguese grading scale, as mentioned above.

Applicants whose application is scored with a **final grade lower than 3.000 are not eligible** for the fellowship.

6.1.1. Criterion A – Merit of the Applicant

The criterion A - Merit of the Applicant, with a 50% relative weight in the final score, is evaluated based on three sub-criteria:

A1. **Academic career** (reflecting the academic degree grades), with a relative weight of **50%** in the Merit of the Applicant;

A2. **Personal curriculum** (reflecting the scientific and professional career), with a relative weight of **40%** in the Merit of the Applicant;

A3. **Applicant's motivation letter**, with a relative weight of **10%** in the Merit of the Applicant.

The score awarded to criterion A is calculated applying the following formula:

$$\text{Criterion A} = (0,5 \times A1) + (0,4 \times A2) + (0,1 \times A3)$$

6.1.1.1. Sub-criterion A1 – Academic Career

The sub-criterion A1 - Academic Career is calculated according to the final grade of the academic degree certificate submitted in the application form, according to Table 1: i) Graduate + Master / Integrated Master; ii) Graduate degree only; or iii) Master degree only.

Table 1 – Reference table to score the sub-criterion A1 – Academic career

Graduate + Master's degrees (pre- or post-Bologna) or Integrated Master's degree (300-360 ECTS)		Graduate degree (180 – 240 ECTS) (pre- or post-Bologna)		Master's degree (90-120 ECTS) (pre- or post-Bologna)	
Final Grade	A1 Score	Final Grade	A1 Score	Final Grade	A1 Score
≥ 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				

Note: To calculate the score of sub-criterion A1, the prevailing grade is the one stated in the respective degree certificate(s). Certificate final grades presented with decimal numbers will be rounded using the following rule: when the decimal number is equal to or greater than 5 (five), it shall be rounded in excess; if lesser, the value of the decimal number will be maintained. To calculate the arithmetic mean between the graduate and master degrees' grades, the original grades indicated in the certificates (even if presented with decimal numbers) will be considered, rounding only the final grade mean.

To apply the scoring system presented in Table 1, it is mandatory to submit the following documents in the application form:

- a) **Academic degree certificates**, indicating the **final grade** and, if possible, specifying the final grade of the course units completed. Applicants with post-Bologna education will present both 1st and 2nd study cycles academic degree certificates or an integrated master's degree certificate. In contrast, applicants with pre-Bologna education must present graduate and/or master's degree certificates.
- b) In the case of **foreign academic degrees**, it is mandatory to submit the recognition of such degrees **and the conversion of the respective final grade** to the Portuguese grading scale to guarantee the principle of equal treatment to applicants with national and foreign academic degrees

The recognition of foreign academic degrees and diplomas and the conversion of the respective final grade to the Portuguese grading scale may be requested at any public higher education institution or the Directorate-General for Higher Education (DGES, only for automatic recognitions). For more information, please visit the DGES website at: <http://www.dges.gov.pt>

When applying Table 1, the following will be considered:

- a) The final grade mean of "graduate + master's" degrees, in a pre- or post-Bologna academic path, is the result of the simple arithmetic mean of the final grade obtained in the 1st cycle (180 -240 ECTS)/graduate degree and the final grade obtained in the 2nd cycle (90-120 ECTS)/master's degree, by applying the following formula:

$$\text{Final score mean (graduate + master's degrees)} = \frac{\text{1st cycle final grade (graduate degree)} + \text{2nd cycle final grade (master)}}{2}$$

- b) In the case of integrated master's degrees whose institutions issue global certificates, it must be considered the final grade indicated in the degree certificate (300-360 ECTS).
- c) When both an integrated master's degree certificate (300-360 ECTS) and a pre-Bologna or 2nd cycle degree certificate are presented, it must be considered the final grade of **the integrated master's degree**.
- d) If only a graduate or master's degree certificate is submitted, the corresponding scoring system should be applied according to the respective columns in Table 1.
- e) When applicants submit **more than one equivalent graduate and/or master's degree certificate** (with an equivalent number of ECTS), the evaluation panel has to decide which equivalent academic degree is more appropriate for the work plan and must be used to calculate the score of the sub-criterion A1 - Academic career. For instance, if an applicant submits a graduate degree certificate and more than one master's degree certificate, the panel should consider the master's degree most suitable for developing the work plan. However, if an applicant presents certificates for both an integrated master's degree and a 2nd cycle degree (without a graduate degree or a 1st study cycle certificate), the panel must consider the integrated master's degree to calculate the academic career score as previously indicated. The evaluation panel should consider the alternative submitted degree(s) in assessing sub-criterion A2, valuing the applicant's curriculum. The methodology adopted and applied by the panel in all cases must be explicit in the respective evaluation reports and minutes.
- f) To calculate sub-criterion A1, in cases of certificates stating qualitative grades only (as pre-Bologna degree certificates, for example), the respective grade should be converted according to Table 2. The calculation of the final grade mean (graduate + master's degrees) and subsequent grading of the

academic path on a scale of zero to twenty points should then be used to determine A1 final score through the application of Table 1

Table 2: Table for qualitative grades conversion

Qualitative grade	Converted grade
Excellent Very Good with Distinction Praise and Distinction <i>Magna Cum Laude / Summa Cum Laude</i>	18
Very Good Approved with Distinction Good with Distinction <i>Cum Laude</i>	16
Good Approved / Approved by Unanimity	14
Sufficient	12

Sub-criterion A1 will be scored with the minimum grade of zero (A1 = 0) in any case not included in Table 1. Some possible examples are described below:

- a) When both national graduate and master’s degrees certificates **do not state the respective final grade** (neither quantitative nor qualitative);
- b) When foreign graduate and master’s degree certificates **do not present the final grades converted to the Portuguese grading scale.**

6.1.1.2. Sub-criterion A2 – Personal Curriculum

When assessing this sub-criterion, the evaluation panel must analyze and weigh the applicants’ *curriculum vitae* holistically, assessing the merit of their academic, scientific, and professional careers in an integrated manner. In this analysis, the panel must consider the academic results that were not considered in calculating sub-criterion A1 - Academic career (provided that the academic training certificates are attached to the application form and, in the case of degrees obtained abroad, the respective recognition of degree/equivalence) as well as the various dimensions of applicants’ *curriculum* that can demonstrate a relevant academic, scientific, and professional career. Letters of recommendation must also be considered (documents of mandatory submission).

The grade obtained in this sub-criterion should translate a global and integrated view of the applicants’ *curriculum* and must be justified in a detailed, clear, and consistent manner.

6.1.1.3. Sub-criterion A3 – Motivation letter

In evaluating this sub-criterion, it must be considered the clarity with which the applicants identify the reasons underlying their applications, as well as the scientific maturity shown regarding the performance of the proposed research activities.

6.1.2. Criterion B – Merit of the Work Plan

Criterion B – Merit of the Work Plan has a relative weight of 50% and is evaluated according to the following three sub-criteria:

B1 – Justified relevance of the object of study;

B2 – Scientific quality of the state of the art and methodology of the work plan;

B3 – Feasibility of the work plan.

$$\text{Criterion B} = (0,3 \times B1) + (0,4 \times B2) + (0,3 \times B3)$$

For sub-criterion B1, the evaluation will be based on the clear definition of aims, the potential contribution of the research project to the knowledge and the progress of science and technology.

The assessment of sub-criterion B2 will be based on the relevance of the state of the art and the proposed research methodology, considering their clarity, consistency, and coherence in accordance with internationally accepted standards.

For sub-criterion B3, the evaluation will be based on the adequacy of methodologies to the tasks and objectives proposed in the work plan according to the number of months specified for execution and the total time expected to complete the project. If applicable, the risk assessment presented will also be analyzed by identifying the most critical points and the corresponding contingency measures to be adopted. The applicant's demonstration of the adequacy of the supervisor(s) to ensure the successful completion of the proposed work plan should also be valued.

The following elements should also be considered when evaluating sub-criterion B, namely the presentation of a timeline and additional and optional information related to the work plan, such as schemes, formulas, or figures. If appropriate, applicants may also submit a letter of support; although optional, this element is relevant to demonstrate the planned cooperation between all the entities/researchers, thus allowing the evaluation panel to better analyze the work plan feasibility.

6.2 Disability Bonuses

Applicants with a disability degree equal to or above 90% will have a bonus of 20% on criterion A – Merit of the Applicant. Applicants with a disability degree equal to or above 60% and under 90% will have a bonus of 10% in this criterion. The degree of disability should be proven by submitting, in the application form, the document *Atestado Médico de Incapacidade Multiuso* (AMIM), issued according to the Decree-Law no. 202/96, of 23rd October, in its current version

7. EVALUATION

The following members constitute the Evaluation Panel of the applicants:

Full Members

- João Luís Alves Apóstolo, Health Sciences Research Unit: Nursing/Nursing School of Coimbra (Panel coordinator)
- Rogério Manuel Clemente Rodrigues, Health Sciences Research Unit: Nursing/Nursing School of Coimbra
- Paulo Joaquim Pina Queirós, Health Sciences Research Unit: Nursing/Nursing School of Coimbra

Substitute Members

- Pedro Miguel Santos Dinis Parreira, Health Sciences Research Unit: Nursing/Nursing School of Coimbra
- Tereza Maria Mendes Diniz de Andrade Barroso, Health Sciences Research Unit: Nursing/Nursing School of Coimbra

The evaluation panel will examine applications considering the evaluation criteria disclosed in this Notice of the Call, considering all the evaluation elements.

All panel members, including the coordinator, are committed 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 to guarantee the independence of all opinions produced.

Panel members, including the coordinator, cannot be supervisors or co-supervisors of applicants with applications submitted to this Call.

For each application, the panel will produce a final evaluation sheet presenting, in a clear, coherent, and consistent manner, the arguments leading to the scores assigned to each evaluation criteria and sub-criteria and explaining any bonuses awarded.

Minutes of the evaluation panel meetings will be produced by and the responsibility of all the evaluation panel members.

The minutes and their annexes must include the following information:

- Name and affiliation of all members of the evaluation panel;
- Identification of all excluded applications and respective rationale (if applicable);
- Methodologies adopted by the panel in cases considered particular (if applicable);
- Final evaluation sheets for each applicant;
- Provisional ranking list of applicants, in descending order of final score, from all applications evaluated by the panel;
- Conflict of Interest Statements from all panel members;
- Possible delegations of vote and competencies due to justified absence (if applicable).

8. RESULTS DISCLOSURE

The evaluation results are sent via email to the email address used by the applicant to send the application or indicated in the application form and on the Nursing School of Coimbra website.

9. DEADLINES AND PROCEDURES FOR PRELIMINARY HEARING, CLAIMS, AND APPEALS

Once the ranking list of the provisional evaluation results has been communicated, applicants may use their right to dispute it during the preliminary hearing phase, which takes place within ten working days, according to Articles no. 121 and the following of the Administrative Procedure Code (CPA - *Código do Procedimento Administrativo*).

After analyzing the applicants' arguments presented in the preliminary hearing, the final decision will be disclosed. The final decision can be claimed within 15 working days or appealed within 30 working days after the communication date of the final results. Applicants who choose to submit a complaint should address their complaint to the member of the FCT Directive Board with delegated competence. Applicants who choose to file an appeal should address their appeal to the FCT Directive Board.

10. REQUIREMENTS FOR FELLOWSHIP GRANTING

The research fellowship contracts are celebrated directly with FCT.

The following documents must be submitted for the fellowship contract:

- a) Copy of the documents of personal identification, tax number, and, if applicable, social security¹;
- b) Copy of the academic degree certificates;
- c) Submission of the record of recognition of foreign academic degrees and conversion of the respective final grades to the Portuguese grading scale, if applicable;
- d) Document proving the acceptance and registration in the 3rd study cycle programs identified in this Notice of the Call;
- e) Supervisor(s) statement declaring to coordinate 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 accepting the applicant issued by the institution(s) where the work plan will be carried out, guaranteeing the necessary conditions for its successful development, as well as the fulfillment 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 exclusivity dedication regime (template will be made available by FCT)

The fellowship granting is still dependent on:

- the fulfillment of all the requirements listed in this Notice of the Call;
- the results of the scientific evaluation;
- the absence of unjustified non-compliance of the fellowship holder during previous directly or indirectly FCT-funded fellowships;
- FCT available budget.

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

11. FUNDING

Fellowship payments will start after returning the signed contract to the FCT, which should happen within 15 working days after being received.

The fellowships granted in this Call will be financed by the FCT using the State Budget Fund and, whenever eligible, the European Social Fund (ESF), under the PORTUGAL2020 program, namely, under *Programa Operacional Regional do Norte (NORTE 2020)*, *Programa Operacional Regional do Centro (Centro 2020)* and *Programa Operacional Regional do Alentejo (Alentejo 2020)*, according to the respective requirements.

12. FELLOWSHIP ALLOWANCE

¹ The presentation of these documents may optionally be substituted by the in-person presentation in the funding agency, which will keep all the elements needed for the validation and execution of the contract, including the numbers of personal identification, taxation, and social security, as well as the respective expiration dates.

A monthly maintenance allowance is granted to the fellowship holder, the amount of which in accordance with the table in Annex I of the RBI.

The fellowship may include additional allowances, according to Article no. 18 of the RBI and the values indicated in its Annex II.

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

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

13. PAYMENT OF FELLOWSHIP ALLOWANCE

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

Registration, enrolment, or tuition fees are paid directly by the FCT to the national institution where the applicant is enrolled.

14. TERMS AND CONDITIONS OF PH.D. FELLOWSHIP RENEWAL

The renewal of the fellowship always depends on the applicant's submission, within 60 working days before the renewal start date, of the following documents:

- a) Declaration issued by the supervisor(s) and 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 demonstrating the enrolment renewal in the study cycle leading to the Ph.D. degree.

15. INFORMATION AND PUBLICITY OF THE GRANTED FUNDING

All the R&D activities carried out by the fellowship holder, directly or indirectly financed by the fellowship, namely, communications, publications, and scientific productions, as well as the thesis, must include the reference to the FCT and, when applicable, the European Social Fund (ESF) financing. In particular, these references should mention the following operational programs: *Programa Operacional Regional do Norte (NORTE 2020)*, *Programa Operacional Regional do Centro (Centro 2020)*, and *Programa Operacional Regional do Alentejo (Alentejo 2020)*. The logos of the FCT, the MCTES (*Ministério da Ciência, Tecnologia e Ensino Superior*), the ESF, and the E.U. (European Union) must also be included in the documents referring to these actions, according to the design rules of each operational 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 the FCT rules.

All fellowships, particularly European-funded, namely by the ESF, may be monitored and controlled by national or European entities according to the applicable legislation. Fellowship holders must therefore collaborate and provide all the required information, including answers to surveys and evaluation studies in this area, even though the fellowship might have already ceased.

16. NON-DISCRIMINATION AND EQUAL ACCESS POLICY

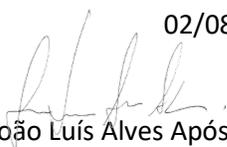
The FCT promotes a policy of non-discrimination and equal access. Thus, no applicant may be privileged, benefited, damaged, or deprived of any right or exempted from any duty due to ancestry, age, sex, sexual orientation, marital status, family situation, economic situation, education, origin or social condition, genetic heritage, reduced work capacity, disability, chronic disease, nationality, ethnicity or race, land of origin, language, religion, political or ideological beliefs or trade union affiliation.

17. APPLICABLE LEGISLATION AND REGULATION

The present Call is governed by this Notice of the Call, the FCT Regulation of Research Fellowships, approved by Regulation no. 950/2019, published in the Series II of the D.R., of 16th December, by the Research Fellowship Holder Statute, approved by Law no. 40/2004, of 18th August, in its current version, and by other applicable national and European legislation.

The Scientific Coordinator of the Research Unit

02/08/2022



João Luís Alves Apóstolo

Personal data treatment and privacy policies are available at <https://www.esenfc.pt/pt>

Annex - Guide for Preparing the Work Plan

The Work Plan is the document containing the overall vision of the research project. Thus, applicants must prepare it following the guidelines presented in this annex.

1. Work Plan Title

The title of the work plan must be concise, understandable for anyone with a general scientific background, and adequate for public disclosure

2. Abstract (maximum 150 words)

The abstract is a synthesis of the applicant's work plan; it should be clear and well structured to demonstrate the applicant's ability to summarize and present the object of research, the aims of the project, and the main expected contributions of the research work.

3. Four to six keywords that best describe the work plan;

4. The research project's background within the original UICISA: E Cross-Cutting Model (specifically, the UICISA: E priority topic/s and Development Strategic Axis/es) (maximum 150 words)

In this field, applicants must present the background of the research project within the original UICISA: E Cross-Cutting Model. For more information about the original Cross-Cutting Model of the Health Sciences Research Unit: Nursing (UICISA: E), applicants should refer to the article "Cross-cutting model for R&D and innovation activities management: On the path of modern nursing research" available at https://rr.esenfc.pt/rr/index.php?module=rr&target=publicationDetails&pesquisa=&id_artigo=2941&id_revista=24&id_edicao=138

5. Identification of the United Nations Sustainable Development Goals (SDGs) – 2030 Agenda and their context within the research project (150 words maximum)

In the "United Nations Sustainable Development Goals" field, applicants should select between one and three (maximum) of the 17 United Nations Sustainable Development Agenda goals which fit their research project. If no goals match the proposed work plan, applicants should select the option "No alignment with any of the SDGs."

Information regarding the 17 United Nations Sustainable Development Goals can be consulted at: <https://sdgs.un.org/2030agenda>

6. State of the Art (maximum 500 words)

The state of the art, or literature review, brings together, analyses, and discusses published work in the work plan area. Its purpose is to provide a theoretical grounding for the research object by referring to previous studies, which should be confronted and interrelated, particularly if they contradict themselves; applicants should also point out the originality of their proposal.

7. Objectives (maximum 300 words)

The purpose of this field is to describe the objectives to achieve.

8. Detailed description (maximum 1000 words)

This field should contain a detailed work plan and a description of how the research project aims will be achieved. The descriptions should provide all the necessary elements to allow the assessment by the evaluation panel, namely the methodological approach, description of tasks, their interrelation, sequence, and schedule.

Whenever applicable, it should also include a contingency plan, describing, in this case, how eventual unforeseen events might be resolved.

9. Bibliographic references (maximum 30 references)

Applicants should use this field to specify bibliographic references, up to 30, that support their work plan, detailing all the necessary elements that will enable the panel to identify them. Applicants should format their bibliographic list in a consistent manner and according to a scientifically approved referencing style as, for example, the APA (American Psychological Association) style.

10. Timeline and Additional Attachments

So that the Evaluation Panel may analyze the feasibility of the proposed work plan, applicants may include a legible chart with the milestones for the different tasks. The presentation of a timeline is not mandatory, but it is recommended.

If considered necessary, applicants may also include additional documents containing formulas, schematics, diagrams, charts, or images in this field. These should only be documentary evidence of what has been described in the various fields of the application and should not be considered an extension of the form

If applicants plan to develop part of their work in collaboration with other institutions besides their host institutions, they may submit a “Letter of support” that attests to the collaboration.

The “Letter of support” should be issued and signed by the head of the unit where the work plan will be carried out.

11. Ph.D. Granting Institution

In this field, applicants should indicate the institution(s) granting the Ph.D. degree.

12. Supervisors (maximum 3)

This field aims to identify the supervisor and co-supervisor(s) who will take on the responsibility for monitoring and supervising the applicant’s research project.

Each application can have a maximum of three associated supervisors, with one being the principal supervisor (mandatory) and the other two co-supervisors (optional). The full name, affiliation, and Link to the CIÊNCIAVITAE CV of each supervisor/ co-supervisor must be submitted.

13. Adequacy of the supervising team (maximum 500 words)

In this field, applicants should describe the adequacy of the supervising team (including supervisor and co-supervisors, if applicable).