

Call Notice for Doctoral Grants

The Business Research Unit (BRU-Iscte) is awarding **2 doctoral grants**, funded directly by FCT (National Foundation for Science and Technology) under the Protocol UIDP/00315/2020.

The applications will **open on the 26th December 2022 and will close on 3rd March 2023** (23h59 Lisbon time).

These grants are open both to candidates already enrolled in one of our 3 doctoral programmes (PhD in Economics, PhD in Finance, PhD in Management), as well as to candidates that are now applying to enrol in the next academic year 2023-2024.

Applications should be sent by email before the end of the deadline to: phd.bru-unide@iscte-iul.pt. Please indicate in the subject of your email the following reference “BD_name of doctoral programme_name of applicant”, filling in according to the individual situation.

1. Type and duration of grants

These doctoral grants will be awarded for fellows pursuing their doctoral degrees at BRU-Iscte in one of the following programmes:

- PhD in Economics
- PhD in Finance
- PhD in Management

The work plan must be carried totally or partially at BRU-Iscte (national and mixed grants, respectively).

These grants are usually awarded on a yearly basis, and can be renewed up to 4 years (48 months). The grants cannot be awarded for less than 3 months.

In the case of mixed grants, the duration of the work to be carried in an international institution cannot exceed 24 months.

2. Eligibility criteria

These grants can be awarded to those enrolled or that reunite the necessary conditions to enrol in one of the doctoral programmes mentioned above.

Requirements for Applicants' eligibility:

- Applicants can be of any nationality (Portuguese or EU citizens; citizens from other countries; stateless persons; political refugees);
- Applicants must have obtained a **minimum of 14 points** (in a scale of 0 to 20) in at least one of their

academic degrees (Undergraduate or Masters);

- If applying to a mixed grant with part of the work plan in a foreign institution, applicants must prove they reside on a permanent basis in Portugal before the beginning of the work plan abroad, whether they are Portuguese citizens or citizens from other countries;
- Applicants cannot have already benefited from a doctoral grant or a doctoral grant in enterprise directly funded by FCT, independently of its duration.
- Applicants cannot have already obtained a doctoral degree

Requirements for Applications' eligibility:

Applications **must** include the following documents:

- Copy of national ID card / Passport;
- Detailed CV of the applicant;
- Certificates of the obtained academic degrees, specifying the final grade (mandatory), and if possible, the grades transcript obtained in every course, or alternatively, a declaration on the honour of the applicant saying that they have concluded their undergraduate or master's degree before the application deadline of the present call;
- In case of foreign academic degrees, applicants **must submit the official recognition* of such degrees and the conversion of the respective final grade to the Portuguese grading scale**, or alternatively, a declaration on the honour saying that they have obtained the recognition in Portugal for their undergraduate or master's degree before the application deadline of the present call;
- Motivation Letter;
- 2 Recommendation Letters, one of which must be from the academic sector;
- Research project proposal, up to a maximum of 2000 words, with the following structure:
 - Title of the research proposal
 - Description of the topic and its relevance for the scientific field
 - Description of the research problem, research aims and possible hypotheses
 - Theoretical framework and state of the art
 - Description of the proposed methodology
 - Expected results and outcomes
 - References
- Applications and all its enclosed documents must be submitted in English, including motivation and recommendation letters.

*With regards to the eligibility criteria mentioned above, please bear in mind the following

- In case of **foreign academic degrees**, and to guarantee the application of the principle of equal

treatment to applicants with national and 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.**

- The **recognition of foreign academic degrees** and diplomas, and the **conversion of the respective final grade** to the Portuguese grading scale, can be **issued by a Portuguese public higher education institution, or by the Directorate General for Higher Education** (Direção Geral do Ensino Superior, DGES) in case of automatic recognition. FCT suggests visiting the DGES portal at <https://www.dges.gov.pt/en>.
- Can only be eligible candidates that have concluded their undergraduate or master's degrees until the application deadline of the present call. If applicants do not have yet a certificate proving the conclusion of their academic degree, a declaration on the applicant's honour saying that they have concluded their undergraduate or master's degree before the application deadline of the present call will be accepted. In any case, the grant can only be awarded after the applicant presents a valid certificate of their academic degrees.

3. Work plan and scientific supervision

The work plan will be developed in articulation with the strategic objectives of the Business Research Unit (BRU-Iscte) and of the research group that the fellow will integrate, depending on the topic of their research project.

The work will be carried under the scientific supervision of at least one integrated or associate member of BRU-Iscte, chosen with the consent of the Director of the PhD programme and the Director of BRU-Iscte.

4. Evaluation Criteria

The evaluation will consider the merit of the applicant as well as the merit of the research project, both in the phase of documental analysis and in the interview phase.

The eligible applicants will be graded in a scale of 0 to 20 in each of the following evaluation criteria:

- **Phase 1 – Document Analysis (50%):**
 - *Criterion A – Merit of the Applicant (70%);* based on the analysis of the applicant's curriculum, with the following elements being considered and weighed:
 - Sub criterion A1: CE – Academic Curriculum (80%)
 1. The academic background of the applicants is evaluated as follows:
 - i. For applicants with a completed bachelor degree, the score is equal to the final score of the degree, on a scale of 0 to 20, multiplied by 0.3;
 - ii. For applicants with a completed master degree, the score is equal to the final score of the master, on a scale of 0 to 20, multiplied by 0.3;

- iii. For applicants without a completed master degree but with a Post-graduate studies diploma or MBA or master's degree without dissertation, the score is equal to the final score of the course, on a scale of 0 to 20, multiplied by 0.2;
 - iv. For applicants with only a completed integrated master degree (5-year degree without having an intermediate bachelor degree), the same score will be attributed to them in i. and ii., considering the final grade of the integrated master as the basis for the score calculation.
 - v. Applicants with a bachelor degree and/or master degree in a field relevant to the doctoral program to which they are enrolled or are applying receive the following additional points: 1 point for adequacy of the bachelor degree and 1 point for adequacy of the master degree. In case of applicants with only an integrated master degree, they will have a 2-point bonus if their degree is in a field relevant to the doctoral program to which they are enrolled or are applying.
2. Candidates with English proficiency (duly substantiated with recognized certificates or having academic/professional experience in an English environment) receive 1 point for average proficiency in English; or 2 points for excellent proficiency in English.

- Sub criterion A2: CC – Scientific Curriculum (10%)

The evaluation of the applicants' scientific curriculum is assessed by their research experience - 0 to 2 points can be obtained based on the following items:

(i) Participation in scientific activities (e.g. research projects, communications at scientific meetings, MSc theses supervision), and scientific publications included in Scopus/Scimago, Web of Science (WoS) or Association of Business School Rankings (ABS): 0 to 2 points. Specifically, 0,5 points in the case of low scientific activity (only 1 indicator); 1,0 points in the case of 2 indicators; 1,5 points in the case of more than 2 indicators; and 2 points if the applicant has more than 2 indicators that are highly relevant to the area of the doctoral programme;

OR

(ii) Grade of the Master's Dissertation (on a scale from 0 to 20): 0 points if the final grade is between 10 to 13; 1,0 points if the final classification is 14; 1,5 points if the final classification is 15; and 2 points if the final classification is 16 or above.

Note: Applicants with several indicators allowing them to score both in (i) and (ii) will be evaluated using the most favourable score.

- Sub criterion A3: CP – Professional Curriculum (10%)

The evaluation of the applicants' professional curriculum is as follows:

1. 1,0 points if the applicant has professional experience, but unrelated to the area of the doctoral programme;
2. 1,5 points if the applicant has professional experience of relevance to the scientific area of the doctoral programme;
3. 2,0 points if the applicant has extensive professional experience that is of great relevance to the area of the doctoral program.

- **Criterion B – Merit of the Research Project (30%)**

The merit of the research project proposed by the applicant is evaluated based on the following sub criteria identified in the table below:

Relevance of the project for the scientific field
Quality of the state of the art and proposed methodology
Scientific support for the research problem
Planning and feasibility of the project
Contribution for the scientific area, for the scientific objectives of the research unit, and social impact of the project

FINAL GRADE OF PHASE 1 – DOCUMENTAL ANALYSIS

- i. The formula to obtain the final grade of the Phase 1 is as follows: $0,7 * \text{Criterion A} + 0,3 * \text{Criterion B}$
- ii. The Criterion A grade results from the following formula: $0,8 * \text{CE} + 0,1 * \text{CC} + 0,1 * \text{CP}$
 CE [Academic Curriculum]
 CC [Scientific Curriculum]
 CP [Professional Curriculum]

After Phase 1, a ranked list of applicants will be made. In case of a tie, applicants will be ranked according to the grades obtained in each of the evaluation criteria in agreement with the following precedence order: Criterion A, Criterion B.

- **Phase 2 – Interview (50%)**

All applicants that achieve the minimum score of 14 points in the Phase 1 – Documental Analysis, will be invited to an individual interview, which may occur remotely via videoconference or phone. The interview is assessed

on a scale of 0 to 20 points.

For purposes of awarding the grants, the applicants will be ranked according to the weighted average of the grades obtained in each of the 2 phases, following the formula:

$$\text{Final Grade} = (0,5 \times \text{Phase 1}) + (0,5 \times \text{Phase 2})$$

Once the Final Grade is ascertained, a ranked list of applicants will be made. In case of a tie, applicants will be ranked according to the grades obtained in each evaluation phase, and of the evaluation criteria within these, in agreement with the following precedence order: Phase 2, Phase 1 - Criterion A, Phase 2 – Criterion B.

Applicants having obtained a final grade below 15 points are not eligible for the awarding of the doctoral grants.

Important notice for applicants with foreign degrees:

- Applicants with **degrees issued by foreign higher education institutions** can apply to these grants and will be evaluated following the same criteria as applicants with Portuguese degrees, as long as they **submit the recognition of such degrees and the conversion of the respective final grade to the Portuguese grading scale (see details in point 2 of this Call)**.
- Applicants with foreign degrees that do not submit proof of the conversion of the respective final grade to the Portuguese grading scale will be evaluated with the minimum score (9 points) in Phase 1 – Criterion A, sub criterion A1 “CE – Academic Curriculum”.
- In any case, grant contracts with applicants with foreign degrees can only be celebrated after submitting the recognition of such degrees and the conversion of the respective final grade to the Portuguese grading scale.

5. Evaluation Panel

The panel is composed of the following members:

- Maria de Fátima Salgueiro (BRU-Iscte), panel coordinator
- João Ruas (BRU-Iscte)
- Jonas Oliveira (BRU-Iscte)
- José Gonçalves Dias (BRU-Iscte)
- Thomas Greve (BRU-Iscte)

6. Communication of results

The results of this call will be communicated to the applicants via email.

7. Review/Appeal Procedures

In accordance with Portuguese law, applicants can request a review of the results up to 10 working days after the communication of the preliminary results. The final decision on the results will be made after analysis of all requests for review. After the final decision is communicated, applicants can request an appeal to the Directive Board of FCT up until 30 working days of publication of the final results. For the formal procedures, please refer to the official call notice in Portuguese.

8. Requirements for awarding the grant

The grant contracts are signed directly with the FCT.

The following documents must be provided, following the award of the grant, in order to proceed with the grant contracts:

1. Copy of ID document, fiscal identification document, and when applicable, social security document;
2. Copy of the certificated for all academic degrees;
3. Submission of the recognition of foreign degrees and the conversion of the respective final grade to the Portuguese grading scale, if applicable;
4. Project Proposal (work plan);
5. Document proving enrolment in one of the doctoral programmes mentioned above;
6. Declaration of the supervisor(s), taking responsibility for the work plan supervision;
7. Document of the institution hosting the fellows, accepting to host them and ensuring all the material conditions for the good development of the research work plans;
8. Document proving that the fellows are complying with the exclusive dedication regimen, as required by FCT-funded grants.

Failing to submit the necessary documents to complete the grant contract within 6 months after the communication of the preliminary results will void the grant award.

9. Payment

The grant fellows will receive a monthly stipend according the [table of Annex 1 of the Research Fellow Regulation](#). The payment will be made by bank transfer on the first working day of every month.

FCT will pay all costs relating to enrolment and tuition fees directly to the institution where the fellow is enrolled.