



## CALL FOR APPLICATIONS FOR A RESEARCH GRANT

CitDig/BI-M/2024 (1 vacancy)

**Title:** Research grant for master's students; 1 vacancy

**Reference:** CitDig/BI-M/2024(1)

### **Summary of announcement:**

A call for applications is open for the award of one (1) research grant (BI) within the framework of the project entitled Jean Monnet CitDig Center of Excellence - "Digital citizenship and technological sustainability: pursuing the effectiveness of the CDFUE in the digital decade" of the Justice and Governance Research Centre (JusGov) of the School of Law of the University of Minho, under the reference CitDig/BI-M/2024(1), financed by European funds, under the ERASMUS+ program of the European Union, under the reference Project 101085242 - CitDig, under the following conditions:

**Scientific Area:** Law

### **Recipients:**

Applicants must have a degree in Law or in areas where the study of the European Union has particular repercussions; be enrolled on a Master's course in Law; **AND** have research experience and master the English language.

### **Requirements for the grant:**

Those who can provide documentary evidence of:

- o Holding, by the date of the application's submission, an academic degree in Law or in areas where the study of the European Union has particular repercussions;
- o Being enrolled on a Master's degree course in Law; **AND**
- o Having research experience and mastering the English language.

Documents proving academic degrees and other diplomas must be presented at the time of application, which will be verified when the applications are received. Applications that are not accompanied by these documents will not be considered.

Candidates may apply without having previously enrolled on the master's course. However, scholarships will only be awarded if selected candidates provide valid proof of enrolment on the master's course, issued by the academic services of the Higher Education Institution, indicating the academic year in progress or its duration (start and end).

### **Profile of recipients:**

- a) holder, by the date of the application's submission, of an academic degree in Law or in areas where the study of the European Union has particular repercussions;
- b) enrolled in a Master's degree course in Law; **AND**
- c) experienced in research domains and mastering the English language.



**Eligibility of candidates:** Candidates must meet the eligibility conditions set out in Article 9 of the FCT I.P. Research Grant Regulations (2019).

**Work plan and objectives to be achieved:**

The award of these grants is intended to stimulate advanced training in association with R&D activities, attracting students at the beginning of their research careers to R&D activities carried out in Portugal, thus promoting the dissemination of scientific and technological education in scientific institutions, and the Portuguese language as the language of science.

The work plan aims at developing and consolidating the scientific training of the scholarship holders within the scope of a Master's degree course, through their involvement in research work in the framework of JusGov's activity plan and research axes, specifically taking into account the scope of the CitDig Center of Excellence project, including, in particular, collaboration in the writing of texts to be included in scientific reports and articles, as well as initiation into scientific research through contact with the work and administrative management and knowledge dissemination platforms made available by the European Union, for which mastering the English language is essential.

The work plan, which candidates must present when submitting their application, must include the following elements:

- a. indication of the title of the proposed work plan;
- b. a summary of the plan to be developed, in a maximum of 200 words;
- c. up to five keywords that best identify the content of the work plan;
- d. objectives of the work plan, up to a maximum of 500 words;
- e. a detailed description of the work plan, in no more than 1000 words;
- f. timetable, to allow the jury to analyse the feasibility of the proposed work plan;
- g. list of bibliographical references.

The ranking of applications is based on the merit of the candidate.

**Applicable legislation and regulations:** Research Grant Holder Statute (EBI), approved by Law no. 40/2004, of August 18, in the current wording published by Decree-Law no. 123/2019, of August 28; University of Minho Research Grant Regulations, published in Diário da República, 2nd series, no. 119, Order no. 6524/2020, of June 22, 2020, rectified by Declaration of Rectification no. 4424/2021, of June 22, 2021. <sup>a</sup> série, n.º 119, Order n.º 6524/2020, of June 22, 2020, rectified through Declaration of Rectification n.º 447/2021, of June 22, 2021 and Regulation of Research Grants, n.º 950/2019, of December 16, 2019, of the Foundation for Science and Technology, I.P., in force.

**Host/contracting entity and scientific guidance:** The work plan will be developed at the Justice and Governance Research Center (JusGov), of the University of Minho School of Law, located in Building 17, on the Gualtar Campus, in Braga, under the scientific guidance of an integrated doctoral researcher from the Center, indicated by the candidate and who has



issued the applicable declaration of acceptance, or, if there is no such indication, to be designated by the JusGov Steering Committee.

**Duration of the scholarship(s):** The scholarship will last for twelve consecutive months, starting in October 2024 and is non-renewable.

**Amount of the monthly maintenance allowance:** The amount of the MMS corresponds to €990.98/month, according to the table of amounts for FCT, I.P. grants in Portugal (Annex I - Table of monthly maintenance allowances of the FCT I. P. Research Grant Regulations) and Annex II of the University of Minho Research Grant Regulations. P) and Annex II of the Research Scholarships Regulations of the University of Minho, published in Diário da República, 2nd series, no. 119, Order no. 6524/2020 of June 22, 2020, rectified by Declaration of Rectification no. 447/2021, of June 22, 2021, in accordance with the applicable regulations.

Payment is made by the 23rd of each month, by transfer to the NIB of the scholarship holder indicated in the contractualization process.

**Other benefits:** Personal accident insurance.

**Exclusivity regime:** The performance of duties as a grant holder is carried out on an exclusive basis, under the terms of article 5 of the Research Grant Holder Statute and applicable research grant regulations.

### **Composition of the Selection Panel:**

#### **President:**

Alessandra Aparecida Souza Silveira, Associate Professor with Habilitation at the School of Law of the University of Minho;

#### **Effective Members:**

Serafim Pedro Madeira Froufe, Assistant Professor at the University of Minho School of Law;

Joana Rita Sousa Covelo Abreu, Assistant Professor at the University of Minho School of Law.

#### **Alternates:**

Francisco António Carneiro Pacheco Andrade, Associate Professor at the University of Minho School of Law;

Hugo Manuel Flores Silva, Equivalent Guest Professor Assistant at the University of Minho School of Law.

In the event of the President of the Jury being prevented from attending, the replacement will be secured by the first effective member, and the first alternate member will be appointed to replace the effective member.

### **Evaluation and selection criteria and procedures:**

The evaluation of the applications considered will focus on the merit of the candidate, applying the following evaluation criteria, valued on a scale of 0 (zero) to 20 (twenty) points:



### Merit of the candidate - MC (100%)

- a) Academic record (reflecting the degree classification), weighted at 15%;
- b) Personal curriculum (reflecting the scientific and professional background, namely research experience, as well as command of the English language), with a weighting of 30%;
- c) Work plan, weighted at 40%;
- d) Motivation letter (stating willingness to start work in October 2024), weighted at 15%.

The final classification of the candidate's merit will be obtained by applying the following formula:

$$MC = (a \times 0,15) + (b \times 0,30) + (c \times 0,40) + (d \times 0,15)$$

For tie-breaking purposes, candidates will be ranked on the basis of the marks awarded for each of the assessment criteria in the following order of precedence: criterion c); criterion b); criterion a); criterion d).

Candidates whose application is evaluated with a final score of less than 10 (ten) points will not be eligible for a scholarship.

Candidates who do not comply with the obligation to present documents proving that they hold academic degrees and other diplomas at the time of their application will have their application rejected outright, and their application will not be assessed on merit.

**Dissemination of results:** The draft results of the evaluation, substantiated in the minutes, will be sent to the candidates by email, under the terms of article 12 of the FCT RBI.

If the result is unfavourable to the award of the grant applied for, applicants have a period of 10 working days to make their case, if they wish, in a prior hearing, under the terms of articles 121 and 122 of the Portuguese Code of Administrative Procedure (DL no. 4/2015, of January 7).

**Complaint and appeal procedures:** The final results of the evaluation will be published in an ordered list, displayed on the ground floor of the University of Minho Law School building, as well as by email to all candidates, attaching the minutes of the jury's deliberations for this purpose.

Selected candidates must express their intention to accept the scholarship in writing within 5 working days. In the event of non-acceptance by a selected candidate, the scholarship will be awarded to the next candidate in line with the final ranking.

An appeal against the final decision may be lodged with the President of the Jury within 10 working days. Interested parties may also submit an optional appeal to the Pro-Rector for Scientific Projects and Research Management at the University of Minho.

**Application deadline and form of submission:** The competition is open for a period from May 27 2024 to June 12, 2024.

Applications must be formalized by sending a letter of application accompanied by the following documents, preferably in PDF format:

- Identity card/citizen card/passport details;



- Curriculum vitae;
- Certificate of qualification for a degree in Law or in areas where the study of the European Union has particular repercussions, showing the final average and marks obtained in all subjects taken;
- Document proving registration for a Master's degree in the area of Law, if the candidate already has this document;
- Detailed research work plan, duly framed within the thematic research axes of the Justice and Governance Research Center and specifically taking into account the scope of the CitDig Center of Excellence project;
- Indication of the scientific advisor from among the integrated PhD researchers at the Justice and Governance Research Center (if the candidate already has this information);
- Motivation letter explaining the reasons for your application and indicating your willingness to start work in October 2024;
- Proof of proficiency in English, if applicable.

Applications should be sent by email to [jusgov@direito.uminho.pt](mailto:jusgov@direito.uminho.pt), indicating the competition reference in the "Subject" section. Applications sent by other means will not be accepted.

Each candidate may submit only one application, failing which all applications submitted will be cancelled.

**Contractualization of the grant:** The grant is awarded by signing a contract between the University of Minho and the grant holder, in accordance with the draft contract (Annex IV of the Regulations for Scientific Research Grants of the University of Minho - Order no. 6524/2020, of June 22, 2020, rectified by Declaration of Rectification no. 4424/2021, of June 22, 2020). § 447/2021, of June 22, 2021) in its updated version in accordance with point 2.4 of the "Rules for Awarding and Managing Scholarships within the scope of R&D Projects, including infrastructure projects, the multi-annual funding program for R&D units and other FCT funding instruments (Version 2021)".

The contract can only be signed once all the required documentation has been received, depending on the type of scholarship, which must take place within a maximum of 6 months.

Once all the documentation has been received, the contracting authority has 30 working days to conclude the scholarship contract. Once the scholarship holder has received it, they must return the duly signed contract within 15 working days.

Scholarship contracts can only begin once they have been duly authorized by the contracting authority.

**Termination and cancellation of scholarship contracts:** Without prejudice to the other causes provided for in the applicable scholarship regulations (FCT and UMinho) and in the Research Fellow Statute, the scholarship ends with the conclusion of the contracted work plan, as well as with the expiry of the period for which it was granted or renewed.

At the end of the grant, the grant holder is obliged to submit the Final Report on the work carried out, in accordance with the objectives and evaluation criteria defined with the scientific advisor, within 30 days of the end of the grant.



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The **final report** must be prepared in accordance with Annex I of the University of Minho's Scientific Research Scholarship Regulations - Order no. 6524/2020, of June 22, 2020, rectified by Declaration of Rectification no. 447/2021, of June 22, 2021.