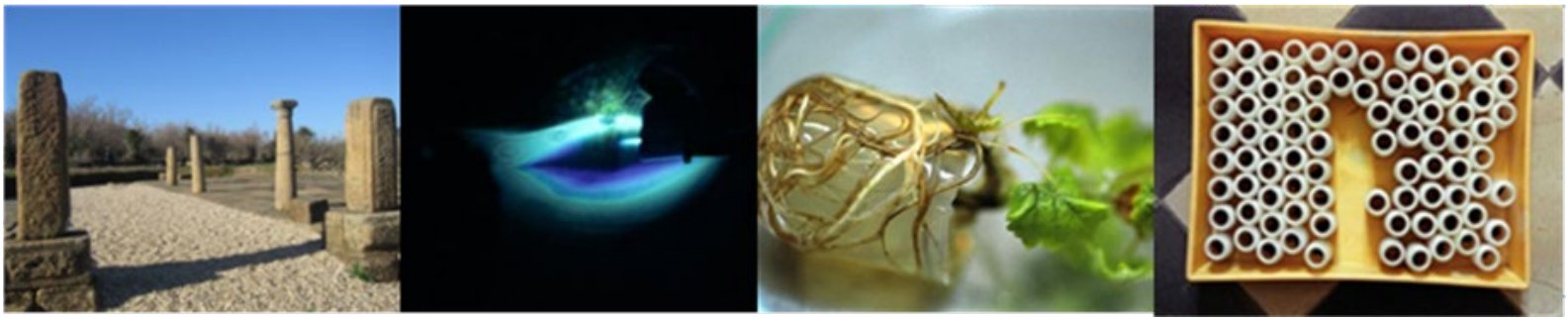
FCT Fundação para a Ciência e a Tecnologia



CALL FOR R&D PROJECTS IN ALL SCIENTIFIC DOMAINS

Guide for Peer Reviewers

January 2021

REPÚBLICA PORTUGUESA

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1. ABOUT FCT

FCT (Fundação para a Ciência e a Tecnologia) is the Portuguese public agency under the responsibility of the Ministry for Science, Technology and Higher Education that supports science, technology and innovation, in all scientific domains.

FCT's mission is to continuously promote the advancement of knowledge in science and technology in Portugal high international standards in quality and competitiveness, and encourage its dissemination and contribution to society and to economic growth.

FCT pursues its mission by funding, through competitive calls with peer review, fellowships, studentships and research contracts for scientists, research projects, research centres and infrastructures. FCT ensures Portugal's participation in international scientific organisations, fosters the participation of the scientific community in international projects and promotes knowledge transfer between R&D centres and industry. Working closely with international organisations, FCT coordinates public policy for the Information and Knowledge Society in Portugal and ensures the development of national scientific computing resources.

The results of FCT accomplishments are, in essence, the outcome of the work carried out by individual scientists, research groups and institutions that are funded by FCT.

1.1 GRANTS FOR RESEARCH PROJECTS

Funding of projects by FCT is based on peer review of applications submitted online when a call is opened. All proposals are judged on the basis of their scientific merit.

Each call entails a public announcement outlining the required features of the applications and the evaluation criteria to be applied. On a regular annual basis, FCT opens calls for projects in all scientific domains, and occasionally for projects in specific research areas.

The 2021 Call for Proposals for Research and Development (R&D) Projects in all Scientific Domains is open from 28th January to 10th March 2021.

All the eligible proposals will be evaluated by an **international panel** according **to the scientific area and subarea chosen by the applicants.** No application can be transposed to a different panel from the one that corresponds to the scientific area and subarea selected by the Principal Investigator.

The rules under which the applications and the accepted projects are governed are specified in a public document entitled: Regulations Governing Access to Funding for Scientific Research and Technological Development Projects.

2. THE 2021 CALL FOR R&D PROJECTS

The 2021 Call for R&D projects **in all scientific domains** was launched by FCT through a public announcement (only available in Portuguese), outlining the required features of the applications and the evaluation criteria to be applied.

This call is funded by **€75 million** of national state budget and, if justifiable, FCT may strengthen this budget.

Two types of research projects can be funded under this call:

a) **Scientific Research and Technological Development (SR&TD) Projects** address scientifically relevant and original issues, with reference to international standards, contributing to the advancement of knowledge and producing identified outcomes, within the duration of the project.

- In SR&TD projects, the **beneficiary entities** may apply **individually or in co-promotion**.
- The maximum duration of the grant is **36 months** (extendable for 12 months, if justified).
- The eligible investment cannot exceed **€250.000,00**.
- The budget allocation to SR&TD projects is **€60 million of national state budget**.

b) **Exploratory Research Projects (PeX)** are scientific or technological research projects that explore ideas or concepts with significant originality and/or innovative potential.

- In PeX projects, the **beneficiary entities** can only apply **individually** (only one beneficiary).
- The maximum duration of the grant **is 18 months** (extendable for 6 months, if justified).
- The eligible investment cannot exceed **€50.000,00**.
- The budget allocation to PeX projects is **€15 million of national state budget**.

The **applicant is responsible for choosing the research project typology**, as well as **the most suitable scientific area and subarea in respect to the topic of the proposed research plan**. All projects should contribute to at least one of the **17 Sustainable Development Goals defined by the United Nations .**

Each applicant can only submit one application as Principal Investigator (PI) or as Co-PI.

It is also important to underscore that:

- **Each PI must identify a Co-PI who replaces the PI in absences and impediments;**
- **Each PI can only submit one application;**
- **Each PI cannot present an application as Co-PI;**

- **The PI of an approved project in the previous edition of the SR&TD projects in all scientific domains cannot apply as PI in the present call;**
- **The PI must have at least 35% of working time dedicated to project over the period of the grant;**
- **The Co-PI can only submit one application as such;**
- **The Co-PI cannot present an application as PI;**
- **The Co-PI must have at least 25% of working time dedicated to the project over the period of the grant;**
- **Multiple applications of the same project are not allowed. New applications grounded on a previous project should contain substantial modification and update.**

According to the FCT Projects Regulations and the public announcement, the beneficiary entities that may apply are:

- Non-business entities of the R&I System, namely:
  - Higher education institutions, their institutes and R&D units;
  - State or international laboratories with a head office in Portugal;
  - Non-profit private institutions whose main object is R&D activity;
  - Other non-profit public and private institutions developing or participating in scientific research activities.
- Companies of any type and under any legal form, if included in SR&TD projects led by non-business entities from the R&I System, within an effective collaboration.

The Principal Contractor must be a legal entity belonging to the non-business entities of the R&I System listed above.

The possible involvement of **foreign institutions as participants** in the project does **not confer them the status of beneficiary**.

The beneficiary entities and the PI must agree to comply with the applicable national and European Community norms namely: competition, environment, equal opportunity and gender, and public contracting, whenever applicable. The following should be considered:

- Animal experimentation - the PI must vouch for the research team's compliance with EU directives and the relevant Portuguese laws regarding the protection of animals used for experimental and other scientific purposes;
- Regarding the donation, procurement, testing, processing, storage, distribution and preservation of human tissues and cells, the PI must vouch for the research team's compliance with EU directives and the relevant Portuguese laws on standards of quality and safety;
- The dissemination strategy of research outputs of the projects, including considerations of open access, will be taken into account in the evaluation.

For more detailed information please refer to the Ethics Self-Assessment Guide.

2.1 COMPONENTS OF THE APPLICATIONS

Applications are submitted online via a specially designed FCT Web application.

The application must be written in English.

The application comprises the following sections:

1. **Project description -** where the PI:
    - identifies the scientific domain, area and subarea from the provided list (OECD´s revised Field of Science and Technology - FOS, adapted to the call);
    - indicates the title of the project;
    - indicates up to four keywords that reflect the scientific content of the proposed research plan;
    - identifies 1 to 3 of the 17 UN sustainable development goals (2030 UN Agenda Goals).

    The main and secondary scientific areas, corresponding subareas and evaluation panels are listed in section 8.

2. **Institution description and its competencies for the development of the project** (3000 characters)**.**
3. **Scientific components:**
    - **"*Abstract*"** (5000 characters);
    - **"*Technical Description*"** comprises "*Literature Review*" (6000 characters), "*Research Plan and Methods*" (10000 characters), "*Tasks*" (4000 characters for each task), "*Project Timeline and Management Plan*" (3000 characters);
    - "***Bibliographic References***" (max. of 30);
    - "***Past Publications***" (lists the 5 most representative publications of the team).
4. **Research team:**
    - includes the members list and the number of new recruitments;
    - the identification of the **Co-PI**.

    A **maximum of 4 Core CVs** must be presented: for PI, co-PI and 2 other team members (core elements).

The PI, co-PI, the core elements, as well as the remaining elements of the research team, are responsible for **submitting an updated version of their CV in English on the** CIÊNCIAVITAE**,** until the time of the application's submission.

5. **Funded projects -** this field should describe all projects approved through peer-review **in the last 5 years from the PI and Co-PI** related to the present application.

6. **Expected Indicators** - in this section, the PI should indicate the potential scientific research results including, among others, the following: a) Publications, b) Communications, c) Reports, d) Organization of Seminars and Conferences, e) Advanced Training, f) Models, g) Software, h) Pilot plants, i) Prototypes, j) Patents and l) Other; Other means of knowledge dissemination.

7. **Budget** - the following items are eligible for funding:

   - **Direct costs:** Human resources, Missions, Subcontracts, Patent registrations, Demonstration, promotion and publication, Adaptation of buildings and facilities, Service procurement and acquisitions, Instruments and scientific and technical equipment.
   - **Indirect costs**, with a **flat rate of 25% of eligible direct costs**, excluding subcontracting. This percentage is automatically checked by the submission tool. Applications cannot be locked if this condition is not verified.

8. **Budget Rationale -** where the PI presents the justification of the requested items of the budget (more detailed information in Annex I).

9. **Attachments -** in addition to the mandatory annex with the **timeline**, the PI may attach the following documents to the proposal**: support letters, consultants' CVs, formulas, schemes, diagrams, graphs or images.** The applicant may need to include an *authentication.pdf* file with the necessary authentication data to consult Bibliographic References and Previous Publications. **No other documents than the ones previously mentioned should be considered in this section.**

3. EVALUATION CRITERIA

The evaluation of the application will focus on the relevance and quality of following criteria:

A. Scientific merit (A1) and innovative nature (A2) of the project from an international standpoint - **(40%)**;

B. Scientific merit of the Principal Investigator (B1) and the research team (B2) - **(30%);**

C. Quality and feasibility of the workplan, the expected indicators and the budget reasonability - **(30%)**.

3.1 CRITERION A

This criterion aims to assess the scientific merit and innovative nature of the project from an international standpoint, through the following two subcriteria:

A1 - Scientific merit of the project **(50%)**

A2 - Innovative nature of the project **(50%)**

3.1.1 A1 - Scientific merit of the project

This subcriterion is intended to evaluate the scientific merit of the proposal, considering the following dimensions in an integrated way:

- Clear identification of the project objectives and scientific challenges addressed by the proposal and its alignment with any of the 2030 Agenda Goals;
- Potential contribution of the research project to the advancement of knowledge.

3.2.1 A2 - Innovative nature of the proposal

The present subcriterion is intended to assess the innovative nature of the proposal, considering the following aspects:

- Potential for breakthrough findings by comparison with the current state-of-the-art of the scientific area;
- Methodological innovation, and replication potential;
- Potential impact of the project's outcomes on the economic, technological and societal dimensions.

3.2 CRITERION B

The present criterion aims to evaluate the scientific merit of the PI and the research team, through the following subcriteria:

B1 - Scientific merit of the Principal Investigator **(50%)**

B2 - Scientific merit of the research team **(50%)**

3.2.1 B1 - Scientific merit of the Principal Investigator

This subcriterion is intended to evaluate scientific merit of the PI, through the following dimensions:

- Merit of the scientific and professional career of the Principal Investigator valuing the different components: participation in research projects; scientific publications; leadership/organization/participation in networks and conferences; participation in activities of scientific training and management; outreach activities;
- PI´s qualifications regarding the project's challenges, both at the scientific and management level, as well as the ability to engage young researchers in training;
- Relevant outcomes of previous projects and their contribution to the advancement of knowledge and to knowledge-based applications, assessed through the qualitative appraisal of publications or other professional and scientific works and actions considered as the most representative of the of the PI's career.

3.2.2 B2 - Scientific merit of the research team

The present subcriterion is intended to assess the scientific merit of the research team, considering the following aspects:

- Scientific productivity of the team (references to publications and citations in published works, other relevant indicators);
- Ability to engage young researchers in training;
- Degree of internationalisation of the team (when appropriate);
- Abilities and skills to adequately execute the proposed project in its specific area, considering the team's configuration, the availability and commitment of its members (and other entities, when applicable).
- Level of commitment of any companies participating in the project (if applicable).

3.3 CRITERION C

This criterion is intended to evaluate the quality and feasibility of the workplan and the expected indicators, as well as the budget adequacy, considering the following aspects:

- Quality (clarity, consistency and adequacy) of the project, taking into consideration the theoretical framework, the research methodology and the work plan;
- Clear identification of the planned activities, their structure and adequacy to the established methods and objectives;
- Adequacy of the human resources and methodologies to perform the proposed objectives and tasks and meet the proposed deadlines;
- If applicable, analysis of the risks associated to the different stages of the project, with special focus on the identification of the critical points and the corresponding contingency plan;

- Valuation of the potential of the predicted outputs (besides other components of the proposal, more detailed information can be found in the application form section 6 “Expected output indicators” and “Knowledge dissemination”);
- Adequacy of the physical and financial resources involved in the project, with regard to the host’s conditions (technical/scientific, organizational management and, when appropriate, co-funding capacity by companies) provided by the beneficiary entities, in particular institutional resources of the participating entities, namely of the Principal Contractor;
- Adequacy and consistency of the proposed budget to accomplish the objectives and activities proposed.

4. SCORING SYSTEM

The scoring system uses a 9-point scale, using 0.1 increments. The maximum score is 9 and the minimum is 1, as presented in Table I.

Table I – Qualitative descriptors associated to the 9-point scale.

Evaluation	Score	Strengths & Weaknesses
Excellent	9	Exceptionally strong with no weaknesses
Very good	8	Very strong with some negligible weaknesses
	7	Strong with some minor weaknesses
Good	6	Some strengths with numerous minor weaknesses
	5	Some strengths but with at least one moderate weakness
Adequate	4	Few strengths with several major weaknesses
	3	Few strengths and major weaknesses
Poor	2	Very few strengths and serious weaknesses
	1	Cannot be assessed due to missing or incomplete information

The Merit of the Project (MP) is given by:

$$\mathbf{MP = 0.40\ A\ (0.50\ A1 + 0.50\ A2) + 0.30\ B\ (0.50\ B1 + 0.50\ B2) + 0.30\ C}$$

The subcriteria A1, A2, B1 and B2 and criterion C are scored using a 9-point scale system (1 – minimum; 9 – maximum) with **decimal numbers**. The final score of MP is rounded to two-decimal places.

The applications whose **PI has an ongoing scientific employment contract awarded in the Individual Call to Scientific Employment Stimulus** will have a bonus of **1.00 points in subcriterion B1**, however its final grade may not exceed the value of 9. This information must be clearly stated in the evaluation report, under the subcriterion B1.

For a proposal to be eligible for funding, the following **minimum score** is required:

- MP ≥ 7.00 points.

The **eligible applications** will be ranked by the evaluation panel, separately by **typology,** by decreasing order of the **MP score**.

In case of ties (projects with the same MP score), the ratings assigned to criteria **A2, B1, A1, B2 and C** will be used sequentially and by descending order to provide the final ranking of the projects.

For each project typology, the total budget allocation to the call will be distributed **for each evaluation panel** proportionally based on the total amount of the solicited funding of the eligible proposals (MP ≥ 7.00) in each panel.

A PI whose application is scored with a MP lower than 5.00 will be hindered to apply as PI in the next edition of the Call for SR&TD Projects in all scientific domains.

5. EVALUATION PROCESS

5.1 CONSTITUTION OF THE EVALUATION PANEL

- The evaluation panels are constituted by **international reviewers**, appointed by the Board of Directors of FCT and approved by the Minister of Science, Technology and Higher Education;
- The constitution of the evaluation panels takes into consideration the number and the scientific areas of the applications, an adequate gender balance and a fair geographic and institutional distribution of evaluators;
- All experts will be of acknowledged competence in the scientific areas of the application to be evaluated, and cannot be affiliated with Portuguese R&D institutions or have current or scheduled collaborations with any Portuguese R&D institution;
- Each panel has a **Chair who is responsible for the following tasks:**

- Assisting FCT with the constitution of the panel by suggesting possible reviewers to be invited;
- Depending on the panel's dimension and spectrum of subareas, the Panel Chair may indicate a Co-Chair;
- Assigning each application to two Panel Members;
- Keeping the evaluation process within the defined timeframe and contacting panel members in case of any delays;
- Supporting the FCT team in the resolution of any Conflict of Interest (CoI) identified during the evaluation process;
- Suggesting external reviewers to be invited by FCT to provide an assessment of the applications, whenever a particular expertise is not covered by the panel;
- Participating in a videoconference meeting with one or more members of the Board of Directors of FCT, prior to the beginning of the remote reviewing period, to comply with the steps of the evaluation procedure;
- Assuring the quality of the reviewers' reports: comments should be in agreement with the scores taking into account descriptors of the scoring system (see section 4), providing substantive arguments and identifying both the strengths and weaknesses for each evaluation criterion;
- Supporting the overall application of these guidelines and an effective differentiation of the projects' assessment;
- Leading the Panel Meeting;
- Elaboration of the panel meeting report to be conveyed to the Board of Directors of FCT;
- Coordinating the support to be given to FCT by panel members during the period of preliminary hearings, if necessary.

5.2 EVALUATION STAGES

The evaluation process involves the following stages:

- Applications eligibility and assignment to reviewers;
- Remote evaluation:
  - Individual phase;
  - Pre-Consensus phase (Compilation phase).
- Panel Meeting;
- Preliminary hearing analysis.

APPLICATIONS ELIGIBILITY AND ASSIGNMENT

- FCT is responsible for verifying the eligibility of the submitted applications according to the factual and legally binding criteria described in the announcement. A**n application can be declared ineligible at any stage of evaluation**. If any doubt arises during the evaluation regarding eligibility, the Panel Chair and FCT should be informed;
- **Each application** is remotely and **individually evaluated by two panel members**. One of the Panel Members is appointed as **first reader** of the application;
- The panel Chair and Co-Chair (if applicable) are responsible for the **assignment of each application** to the respective first and second readers (1st and 2nd readers);
- An **external reviewer** may be assigned by the Chair to a given application whenever **a particular expertise** is not covered by the panel;
- **The allocation** of the applications to Panel Members and external reviewers (if applicable) necessarily takes into consideration any declared **Conflict of Interest (CoI)**, as well as the **matching of professional and scientific expertise** within the topic of the application.

REMOTE EVALUATION

INDIVIDUAL PHASE

- Before accessing each application, the reviewer has to declare whether or not a **CoI** is identified for that particular application;
- In case of a Disqualifying Conflict of Interest, the panel Chair should be informed and the application is allocated to a different panel member;
- The reviewers must submit an **Individual Evaluation Report** with their assessment for each application assigned to them. This report includes:
    - The score and comments for each of the evaluation criteria, including strengths and weakness;
    - Identification of the research plan's alignment with the framework of any of the 2030 UN Agenda Goals;
    - A comment on the proposed budget; suggested changes in the budget must be justified;
    - A comment concerning ethical issues, if applicable;
    - Confidential comments to the evaluation panel and /or FCT, if necessary.
- The **reviewers should perform their assessments** considering the **frameworks for each research project typology** (SR&TD and PeX) and **only the information provided by the applicant**. The final score (MP) of each

application is calculated taking into account the weight given to each criterion (please see section 4), with two decimal places;

- **Both readers must submit and lock their individual evaluation** prior the beginning of the pre-consensus phase.

An application can be considered non-assessable when it is considerably completely outside the scope of the panel. The inadequacy of the application must be confirmed by the Panel Chair and **it cannot be moved to a different panel**. **The evaluation panel must jointly validate this decision during the panel meeting.**

PRE-CONSENSUS PHASE (COMPILATION PHASE)

- The Panel Member appointed as **1st** reader prepares the **Compilation (Pre-Consensus) Report for each application** based **on the two individual reviews** (and the external expert's assessment, if applicable) to be submitted **before the panel meeting;**
- If the 1st reader is unable to reach a pre-consensus report based on the two individual reviews, the Chair should settle the differences;
- **The Pre-Consensus report**, similar in structure to the individual reports, is the starting point for the panel discussion during the panel meeting. Comments must include the strengths and weaknesses for each evaluation criterion and be in agreement with the scores.

PANEL MEETING

- Each evaluation panel meeting will be remotely coordinated by the Chair to proceed with the following activities:
    - Discussion of the applications according to the provisional ranking list for each typology;
    - Ensure that each application receives a fair judgement and is discussed appropriately;
    - Settle the final scores for each criterion, as well as the **comments to be conveyed to the applicants,** and **ensure that the scores are in agreement with the comments**. Final comments should be included in the panel evaluation report by the 1st reader (as specified in section 5.3);
    - Guarantee that adopted criteria are coherent within and across each research project typology (SR&DT and PeX);
    - Prepare a Panel Meeting Report with a summary of the meeting activities that should address (but is not limited to) the following issues:
        - Work methodology adopted by the panel;
        - Identification of Conflicts of Interest and their resolution at any time during the process;
        - Final Panel Ranking by typology.

This report is signed by the Chair with the agreement of all Panel Members.

- Finally, an additional document with Recommendations to FCT on the various aspects of the evaluation process will help FCT to improve procedures in future calls.

5.3 FEEDBACK TO BE TRANSMITTED TO APPLICANTS

All the reviewers should comply with the following additional guidelines in the elaboration of the evaluation reports.

Comments must:

- Be **coherent** with the **scores** taking into account the **descriptors** presented in Table I (section 4);
- Be **clear** and **consistent**, highlighting the **strengths** and **weaknesses** of the application for each criterion;
- Take into account the **research project typology** of the application (SR&DT or PeX);
- Use **dispassionate and analytical language**, avoiding dismissive statements about the applicant, the proposed science, or the scientific field;
- Be **impeccably polite**;
- Address the **submitted work plan and not the work the reviewers consider should have been proposed**.

Comments must not:

- Give a **description or a summary of the application**;
- use of the **first person or equivalent**: "I think…" or "This reviewer finds…"; alternatively, panel members are advised to use expressions such as “The panel considers…” or “It is considered…”;
- **Ask questions**, as the applicant will not be able to answer them;
- **Provide recommendations or advices** for improving the application;
- Have **contradicting statements**;
- **Mention quantitative details** that can easily **originate factual mistakes**.

The quality of the comments to be transmitted to the applicants is of paramount importance and part of the evaluation process, therefore being a crucial task of the evaluation panel.

5.4 FCT EVALUATION WEBPAGE (HTTPS://SIG.FCT.PT/EVALUATION/)

The first time a reviewer logs in the evaluation webpage located at the FCT site, he/she has to accept a Confidentiality Statement;

PANEL CHAIR CREDENTIALS

Panel Chair credentials give access to the FCT evaluation webpage, and enable Panel Chairs to:

- Allocate each application to two panel members and external reviewers (if applicable);
- Check the number of applications assigned to each reviewer;
- Monitor the individual reviewers' work flow (individual evaluation report submitted by panel members);
- Extract an excel file to sort the applications according to various items, including scores, requested funding, etc.

The main menu displays the following options:

Project List – This list displays all the applications submitted to the panel. The reference/title are links to access the overview of the selected application form, the status of its evaluation and the contents of the individual reports, if locked. Each application must be assigned to two panel members.

Evaluators List - This list displays the names of the reviewers and the number of projects assigned to each. By clicking the name, the Panel Chair will access the list of applications associated with each reviewer.

Evaluators / Ratings - List of all projects, with data relative to the reviewers' work flow.

Additional Documents - Set of documents with information on the evaluation process, the particular call, logistical aspects, etc.

Extra Information - Lists that can be extracted to an excel file to monitor the work flow. This includes a list with the information regarding the conflict of interest declared by the reviewer.

Registration Form - To be filled in by the evaluator with her/his Personal Data, Scientific Field and Payment Data.

INDIVIDUAL CREDENTIALS

Individual credentials give access to the list of applications assigned to the reviewer, with the type of reader identified. After logging in and accepting the statement of confidentiality, instructions are available at the top of the menu.

For each application, the following is available:

- A statement on Conflicts of Interest;
- The content of the application;
- The Individual and Compilation (Pre-Consensus) (if 1st reader) Report Forms;
- The possibility to **SAVE** the submitted evaluation report - the uploaded information will be kept for future revision;
- The **LOCK** button to submit the evaluation report - the reviewer will no longer be able to modify the uploaded information.

PANEL CREDENTIALS

Panel credentials give access to the list of all applications and to the respective evaluations (all individual and compilation reports). After logging in, instructions are available at the top of the menu.

For each application, the following is available:

- The content of the application ("Form Overview" tab);
- The Individual and Compilation (Pre-Consensus) Reports ("Evaluation" tab);
- The **Panel Report Form** (to be filled in by the 1st reader) ("Panel Evaluation" tab) – this form has the same structure of the Individual and Compilation reports;
- The possibility to **SAVE** the submitted evaluation report - the uploaded information will be kept for future revision;
- The **LOCK** button to submit the evaluation report - the reviewer will no longer be able to modify the uploaded information.

5.5 EVALUATION TIMELINE

The evaluation timeline is established by FCT's Board of Directors and conveyed to the evaluation panel chair and members. The date of the final videoconference meeting of the evaluation panel is established in advance by FCT.

6. CONFIDENTIALITY AND CONFLICT OF INTEREST

6.1 CONFIDENTIALITY

The confidentiality of written applications must be protected. All reviewers involved in the evaluation are asked not to copy, quote or otherwise use material contained in the applications. All reviewers are requested to sign a statement of confidentiality relative to the contents of the project applications and to the results of the evaluation.

The statement that needs to be accepted, which appears the first time the reviewer uses the individual credentials to access the evaluation area, is the following:

STATEMENT OF CONFIDENTIALITY

Thank you for accepting to participate in the scientific evaluation of Research Projects submitted to the Portuguese Foundation of Science and Technology (*Fundação para a Ciência e a Tecnologia*, I.P.) – FCT.

The reader of this message pledges, on his/her honour, not to quote or use in any way, the contents of the project applications, nor to make available, other than to FCT or the evaluation panel, the results of the evaluation of project applications.

6.2 CONFLICT OF INTEREST (COI)

Researchers that have submitted any **application to the present Call**, as PI, co-PI, team member or consultant to the project, **have to decline** participating in the evaluation process. Those with first-degree relationships, domestic partnership or married to the PI, co-PI or any team member are also hindered from being a panel member or external reviewer.

Disqualifying Conflict of Interest

In case a disqualifying conflict of interest is identified, the panel member cannot evaluate the respective application. Panel members are also not allowed to participate in the panel meeting discussion of these applications. Circumstances that could be interpreted as a disqualifying conflict of interest are the following:

1. Personal or financial interest in the application's success;
2. Current or planned close scientific cooperation;
3. Research cooperation within the last three years, *e.g.* joint publications;
4. Dependent employment relationship or supervisory relationship (*e.g.* teacher-student relationship up to and including the postdoctoral phase) within the last five years before the opening date of the call;
5. Affiliation or pending transfer to any of the departments, research centres or companies involved in the project;
6. Researchers who are active in a council or similar supervisory or advisory board of the applying institutions are excluded from participating in the review and decision-making process for applications originating from these institutions.

Potential Conflict of Interest

In the case of a potential conflict of interest, the panel member should notify FCT and clarify if he/she is able to perform an unbiased evaluation or if the conflict should rather be considered as disqualifying. A potential conflict of interest exists in the following circumstances:

7. Relationships other than first-degree, marriage or domestic partnership; other personal ties or conflicts;
8. Participation in university bodies other than those listed under no. 6, *e.g.* in scientific advisory committees in the research environment;
9. Preparation of an application or implementation of a project with a closely related research topic (competition);
10. Participating in an on-going scientific or inter-personal conflict with the applicant(s).

Before starting the evaluation of each application, and in order to be able to access the evaluation form, each reviewer needs to complete a CoI Declaration, as follows:

Conflict of Interest Declaration

Please state:

- No, I have no conflict
- Yes, I have a strong conflict (see **Disqualifying CoI**)
- It is possible that I have a conflict (see **Potential CoI**)

In case of a disqualifying or potential CoI, the reviewer is asked to justify the situation.

The **individual reviewer** will not be able to proceed in case of a disqualifying conflict of interest. **In this case, the individual reviewer is required to inform the Panel Chair and FCT team of this situation**, so that the application may be reassigned. The panel meeting report must mention all declared CoI.

7. GLOSSARY AND TRANSLATIONS

7.1 PORTUGUESE TO ENGLISH TRANSLATION AND EXPLANATIONS

Agregação = Aggregation. This is an academic title. It attests:

i.) the quality of the academic, professional, scientific and pedagogical curriculum;

ii.) the capacity to carry out research supervision;

iii.) the capability to coordinate and carry out independent research work, and is issued to PhD holders with a research and academic path after a public exam by a jury involving discussion of the CV, of a submitted curricular proposal and the presentation and discussion of a lecture.

Doutoramento = PhD, doctoral degree

Mestrado = Master's degree

Licenciatura = BA (3, 4 or 5 years graduate course)

Bolsa = Grant, fellowship

Bolseiro = Grant holder, fellow

BII = Bolsas de Iniciação à Investigação = Research Initiation Grants

- Research Initiation Grants are intended for students enrolled in a Higher Professional Education, a 1st cycle of a Higher Education institution, an Integrated Master or Master to initiate their scientific training, within research projects to be developed in national institutions;
- These grants are also aimed at holders of a graduate degree, enrolled in courses that do not award an academic degree, integrated in an educational project of a higher education institution developed individually or jointly in their institutes or R&D units;
- These grants have a minimum duration of three months and may be renewable up to a maximum of one year.

BI = Bolsas de Investigação = Research Grants

- Research grants are intended for students enrolled in an Integrated Master, Master or Doctoral degree, for obtaining the respective scientific academic degree, through the development of scientific training integrated or not in R&D projects;
- These grants are also aimed at holders of a graduate degree or master, enrolled in courses that do not award an academic degree, integrated in an educational project of a higher education institution developed individually or jointly in their institutes or R&D units;
- These grants are, in principle, one year in length, and cannot be awarded for periods of less than three consecutive months;
- The grants may be renewable for additional periods up to:

- One year, for grants awarded to graduated degree or master holders enrolled in courses that do not award an academic degree;
- Two years, for grants awarded to students enrolled in master's courses;
- Four years, for grants awarded to students enrolled in doctoral degrees;
- These grants may be national, mixed or abroad, depending if the work plan occurs completely, partially or not in national institutions;
- For mixed research grants, the work plan performed in a foreign institution may not exceed 2 years.

BIPD= Bolsas de Investigação Pós-Doutoral = Postdoctoral Research Grants

- Postdoctoral Research Grants are intended for doctoral degree holders for the development of R&D activities;
- BIPDs are temporally restricted in order to stimulate the scientific employment and the use of researcher contracts as a rule instrument for their hiring, as well as to promote the development, in National Scientific and Technological System entities, of careers aiming at scientific research;
- BIPDs may only be granted provided that the following requirements are cumulatively met:
    - The doctoral degree has been obtained in the last three years before the submission date of the application grant;
    - The postdoctoral research is carried out in a host entity different than the one in which the research work was done to achieve the doctoral degree;
    - The research activities does not require post-doctoral experience;
    - The research activities have a development and execution period equal or less than three years.
- These grants are, in principle, one year in length, renewable for up to a total of three years, and cannot be awarded for periods of less than three consecutive months;
- Once the contract grant is finished, a new contract grant cannot be performed between the same host entity and the same fellow.

7.2 GLOSSARY

CoI = Conflict of Interest

Co-PI = Co-Principal Investigator

MP = Merit of the Project

OECD = Organization for Economic Co-operation and Development

PeX = Exploratory Research Projects

PI = Principal Investigator

R&D = Research and Development

R&I = Research and Innovation

SR&TD = Scientific Research and Technological Development

8. SCIENTIFIC DOMAINS, AREAS AND SUBAREAS AND EVALUATION PANELS

This section lists the Scientific Domains, Areas and Subareas, according to OECD´s revised Field of Science and Technology – FOS, and the corresponding Evaluation Panels. Each evaluation panel is in charge of the applications from a set of scientific subareas, as indicated below:

8.1 FROM SCIENTIFIC SUBAREAS TO EVALUATION PANELS

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Exact Sciences	Mathematics	Pure Mathematics	Mathematics
		Applied Mathematics	
		Statistics and Probability	
		Other Subareas of Mathematics	
	Computer and Information Sciences	Computer Sciences	Computer and Information Sciences and Informatics
		Information Sciences	
		Bioinformatics	
		Informatics	
	Physical Sciences	Atomic, Molecular and Chemical Physics	Physics
		Condensed Matter Physics	
		Particles Physics	
		Nuclear Physics	
		Fluids and Plasma Physics	
		Optics	
		Acoustics	
		Astronomy	
		Other Subareas of Physical Sciences	

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Exact Sciences	Chemical Sciences	Organic Chemistry	Chemistry
		Inorganic Chemistry	
		Physical Chemistry	
		Polymer Science	
		Electrochemistry	
		Colloid Chemistry	
		Analytical Chemistry	
		Nuclear Chemistry	
		Other Subareas of Chemical Sciences	
Natural Sciences	Earth and Related Environmental Sciences	Geosciences, Multidisciplinary	Earth Sciences and Engineering
		Mineralogy	
		Paleontology	
		Geochemistry	
		Physical Geography	
		Geology	
		Volcanology	
		Meteorology and Atmospheric Sciences	
		Climatic Research	
		Oceanography, Hydrology and Water Resources	
		Geophysics	
		Environmental Sciences	Environmental Sciences

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Natural Sciences	Biological Sciences	Cell Biology	Experimental Biology and Biochemistry
		Biochemistry	
		Biochemical Research Methods	
		Microbiology	
		Molecular Biology	
		Biophysics	
		Genetics and Heredity	
		Reproductive Biology	
		Developmental Biology	
		Plant Sciences and Botany	Biological Sciences
		Zoology, Ornithology, Entomology	
		Marine Biology, Freshwater Biology and Limnology	
		Ecology	
		Biodiversity Conservation	
		Biology	
		Evolutionary Biology	
		Other Biological Topics	
		Behavioural Sciences Biology	
		Mycology	
		Virology	Clinical Medicine, Immunology and Infection

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Engineering and Technology	Civil Engineering	Civil Engineering	Civil Engineering
		Architecture Engineering	
		Construction Engineering	
		Transport Engineering	
		Municipal and Structural Engineering	
	Electrical Engineering, Electronic Engineering, Information Engineering	Electrical and Electronic Engineering	Electrical and Electronic Engineering
		Robotics	
		Automation and Control Systems	
		Communication Engineering and Systems	
		Telecommunications	
		Computer Hardware and Architecture	
	Mechanical Engineering	Mechanical Engineering	Mechanical Engineering and Engineering Systems
		Applied Mechanics	
		Thermodynamics	
		Aerospace Engineering	
		Nuclear Engineering	
		Audio Engineering and Reliability Analysis	
		Engineering Systems	
		Renewable Energies	
	Chemical Engineering	Chemical Engineering	Chemical Engineering
		Chemical Process Engineering	
	Materials Engineering	Materials Engineering	Materials Engineering
		Ceramics	
		Coating and Films	
		Composites	
		Paper and Wood	
		Textiles	
	Medical Engineering	Medical Engineering	Bioengineering and Biotechnology
		Medical Laboratory Technology	

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Engineering and Technology	Environmental Engineering	Environmental Engineering	Environmental Biotechnology and Engineering
		Geotechnics	Earth Sciences and Engineering
		Petroleum Engineering, Energy and Fuels	
		Remote Sensing	
		Mining and Mineral Processing	
		Geological Engineering	
		Marine Engineering	Mechanical Engineering and Engineering Systems
		Sea Vessels	
		Ocean Engineering	
	Environmental Biotechnology	Environmental Biotechnology	Environmental Biotechnology and Engineering
		Bioremediation, Diagnostic Biotechnologies (DNA Chips and Biosensing Devices) in Environmental Management	
		Environmental Biotechnology related Ethics	
	Industrial Biotechnology	Industrial Biotechnology	Bioengineering and Biotechnology
		Bioprocessing Technologies, Biocatalysis and Fermentation	
		Bioproducts, Biomaterials, Bioplastics, Biofuels, Bio-derived Bulk and Fine Chemicals and Bio-derived Novel Materials	
	Nanotechnology	Nanomaterials	Nanotechnology
		Nanoprocesses	
		Nano-Optics and Nanophotonics	
		Modelling at Nanoscale	
	Other Engineering and Technologies	Food and Beverages	Animal and Veterinary Sciences and Agro-Food Biotechnology

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Medical and Health Sciences	Basic Medicine	Immunology	Clinical Medicine, Immunology and Infection
		Neurosciences	Neurosciences
		Medicinal Chemistry	Chemistry
		Pharmacology and Pharmacy	Basic Medicine
		Anatomy and Morphology	
		Human Genetics	
		Toxicology	
		Physiology	
		Pathology	
		Oncobiology	
		Other Subareas of Basic Medicine	
	Clinical Medicine	Andrology	Clinical Medicine, Immunology and Infection
		Obstetrics and Gynecology	
		Pediatrics	
		Cardiac and Cardiovascular Systems	
		Peripheral Vascular Disease	
		Hematology	
		Respiratory Systems	
		Critical Care Medicine and Emergency Medicine	
		Anaesthesiology	
		Orthopaedics	
		Surgery	
		Radiology, Nuclear Medicine and Medical Imaging	
		Transplantation	
		Dentistry, Oral Surgery and Medicine	
		Dermatology and Venereal Diseases	
		Allergy	
		Rheumatology	
		Endocrinology and Metabolism	
		Gastroenterology and Hepatology	
		Urology and Nephrology	
		Oncology	
		Ophthalmology	

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Medical and Health Sciences	Clinical Medicine	Otorhinolaryngology	Clinical Medicine, Immunology and Infection
		Psychiatry	
		Clinical Neurology	
		Geriatrics and Gerontology	
		General and Internal Medicine	
		Other Clinical Medicine Subjects	
		Integrative and Complementary Medicine	
	Health Sciences	Health Care Sciences and Services	Health and Sport Sciences
		Health Policy and Services	
		Nursing	
		Nutrition, Dietetics	
		Public and Environmental Health	
		Epidemiology	
		Occupational Health	
		Sport and Fitness Sciences	
		Social Biomedical Sciences	
		Medical Ethics	
		Substance Abuse	
		Tropical Medicine	Clinical Medicine, Immunology and Infection
		Parasitology	
		Infectious Diseases	
	Medical Biotechnology	Health-related Biotechnology	Bioengineering and Biotechnology
		Technologies - Manipulation of Cells, Tissues, Organs or the Whole Organisms	
		Technologies - Identification of the Functioning of DNA, Proteins and Enzymes and its relation with the Disease	
		Biomaterials	
		Medical Biotechnology related Ethics	
	Other Medical Sciences	Forensic Science	Clinical Medicine, Immunology and Infection

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Agricultural Sciences	Agriculture, Forestry and Fisheries	Agriculture	Agriculture, Forestry and Fisheries
		Forestry	
		Fishery	
		Soil Science	
		Horticulture and Viticulture	
		Agronomy, Plant Breeding and Plant Protection	
	Animal and Dairy Science	Animal and Dairy Science	Animal and Veterinary Sciences and Agro-Food Biotechnology
		Husbandry	
		Pets	
	Veterinary Science	Veterinary Science	
	Agricultural Biotechnology	Agricultural Biotechnology and Food Biotechnology	
		GM Technology (Crops and Livestock) and Livestock Cloning	
		Marker Assisted Selection	
		Diagnostics	
		Biomass Feedstock Production Technologies, Biopharming	
		Agricultural Biotechnology related Ethics	

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Social Sciences	Psychology	Psychology (including Human-Machine relations)	Psychology
		Psychology, Special (including Therapy for Learning, Speech, Hearing, Visual and other Physical and Mental Disabilities)	
	Economics and Business	Economics, Econometrics	Economics and Business
		Industrial Relations	
		Business and Management	
	Educational Sciences	Education, General (including Training, Pedagogy, Didactics)	Educational Sciences
		Education, Special (to Gifted Persons, those with Learning Disabilities)	
	Sociology	Sociology	Sociology
		Demography	
		Anthropology	
		Ethnology	
		Social topics (Women''s and Gender Studies; Social Issues; Family Studies, Social Work)	
	Law	Law, Criminology, Penology	Law and Political Science
		Other Subareas of Law	
	Political Science	Political Science	
		Public Administration	
		Organisation Theory	
	Social and Economic Geography	Environmental Sciences (Social Aspects)	Social and Economic Geography
		Cultural and Economic Geography	
		Urban Studies (Planning and Development)	
		Transport Planning and Social Aspects of Transport	
		Other Subareas of Social and Economic Geography	
	Media and Communications	Journalism	Media and Communication
		Information Science (Social Aspects)	
		Library Science	
		Media and Socio-Cultural Communication	
		Other Subareas of Media and Communications	

Scientific Domain	Scientific Area	Scientific Subarea	Evaluation Panel
Humanities	History and Archaeology	History	History and Archaeology
		Archaeology	
	Languages and Literature	General Language Studies	Languages and Literature
		Specific Languages	
		General Literature Studies	
		Literary Theory	
		Specific Literatures	
		Linguistics	
		Other Subareas of Languages and Literature	
	Philosophy, Ethics and Religion	Philosophy	Philosophy
		Ethics	
		Theology	
		Religious Studies	
		History and Philosophy of Science and Technology	
	Arts	Arts	Arts
		Design and Architecture	
		Performing Arts Studies (Musicology, Theater Science, Dramaturgy)	
		Folklore Studies	
		Studies on Film, Radio and Television	
		Art History	
		Other Subareas of Arts	

8.2 SCIENTIFIC SUBAREAS ALLOCATED TO EACH EVALUATION PANEL

Evaluation Panel	Scientific Area	Scientific Subarea
Mathematics	Mathematics	Pure Mathematics
		Applied Mathematics
		Statistics and Probability
		Other Subareas of Mathematics
Computer and Information Sciences and Informatics	Computer and Information Sciences	Computer Sciences
		Information Sciences
		Bioinformatics
		Informatics
Physics	Physical Sciences	Atomic, Molecular and Chemical Physics
		Condensed Matter Physics
		Particles Physics
		Nuclear Physics
		Fluids and Plasma Physics
		Optics
		Acoustics
		Astronomy
		Other Subareas of Physical Sciences
Chemistry	Chemical Sciences	Organic Chemistry
		Inorganic Chemistry
		Physical Chemistry
		Polymer Science
		Electrochemistry
		Colloid Chemistry
		Analytical Chemistry
		Nuclear Chemistry
		Other Subareas of Chemical Sciences
	Basic Medicine	Medicinal Chemistry
Civil Engineering	Civil Engineering	Civil Engineering
		Architecture Engineering
		Construction Engineering
		Transport Engineering
		Municipal and Structural Engineering

Evaluation Panel	Scientific Area	Scientific Subarea
Electrical and Electronic Engineering	Electrical Engineering, Electronic Engineering, Information Engineering	Electrical and Electronic Engineering
		Robotics
		Automation and Control Systems
		Communication Engineering and Systems
		Telecommunications
		Computer Hardware and Architecture
Mechanical Engineering and Engineering Systems	Mechanical Engineering	Mechanical Engineering
		Applied Mechanics
		Thermodynamics
		Aerospace Engineering
		Nuclear Engineering
		Audio Engineering and Reliability Analysis
		Engineering Systems
		Renewable Energies
	Environmental Engineering	Marine Engineering
		Sea Vessels
		Ocean Engineering
Chemical Engineering	Chemical Engineering	Chemical Engineering
		Chemical Process Engineering
Materials Engineering	Materials Engineering	Materials Engineering
		Ceramics
		Coating and Films
		Composites
		Paper and Wood
		Textiles

Evaluation Panel	Scientific Area	Scientific Subarea
Bioengineering and Biotechnology	Medical Engineering	Medical Engineering
		Medical Laboratory Technology
	Industrial Biotechnology	Industrial Biotechnology
		Bioprocessing Technologies, Biocatalysis and Fermentation
		Bioproducts, Biomaterials, Bioplastics, Biofuels, Bio-derived Bulk and Fine Chemicals and Bio-derived Novel Materials
	Medical Biotechnology	Health-related Biotechnology
		Technologies - Manipulation of Cells, Tissues, Organs or the Whole Organisms
		Technologies - Identification of the Functioning of DNA, Proteins and Enzymes and its relation with the Disease
		Biomaterials
		Medical Biotechnology related Ethics
Nanotechnology	Nanotechnology	Nanomaterials
		Nanoprocesses
		Nano-Optics and Nanophotonics
		Modelling at Nanoscale
Earth Sciences and Engineering	Environmental Engineering	Geological Engineering
		Geotechnics
		Petroleum Engineering, Energy and Fuels
		Remote Sensing
		Mining and Mineral Processing
	Earth and Related Environmental Sciences	Geosciences, Multidisciplinary
		Mineralogy
		Paleontology
		Geochemistry
		Physical Geography
		Geology
		Volcanology
		Meteorology and Atmospheric Sciences
		Climatic Research
		Oceanography, Hydrology and Water Resources
		Geophysics

Evaluation Panel	Scientific Area	Scientific Subarea
Environmental Sciences	Earth and Related Environmental Sciences	Environmental Sciences
Environmental Biotechnology and Engineering	Environmental Engineering	Environmental Engineering
	Environmental Biotechnology	Environmental Biotechnology
		Bioremediation, Diagnostic Biotechnologies (DNA Chips and Biosensing Devices) in Environmental Management
		Environmental Biotechnology related Ethics
Biological Sciences	Biological Sciences	Plant Sciences and Botany
		Zoology, Ornithology, Entomology
		Marine Biology, Freshwater Biology and Limnology
		Ecology
		Biodiversity Conservation
		Biology
		Evolutionary Biology
		Behavioural Sciences Biology
		Mycology
		Other Biological Topics
Agriculture, Forestry and Fisheries	Agriculture, Forestry and Fisheries	Agriculture
		Forestry
		Fishery
		Soil Science
		Horticulture and Viticulture
		Agronomy, Plant Breeding and Plant Protection

Evaluation Panel	Scientific Area	Scientific Subarea
Animal and Veterinary Sciences and Agro-Food Biotechnology	Animal and Dairy Science	Animal and Dairy Science
		Husbandry
		Pets
	Veterinary Science	Veterinary Science
	Agricultural Biotechnology	Agricultural Biotechnology and Food Biotechnology
		GM Technology (Crops and Livestock) and Livestock Cloning
		Marker Assisted Selection
		Diagnostics
		Biomass Feedstock Production Technologies, Biopharming
		Agricultural Biotechnology related Ethics
	Other Engineering and Technologies	Food and Beverages
Experimental Biology and Biochemistry	Biological Sciences	Cell Biology
		Biochemistry
		Biochemical Research Methods
		Biophysics
		Genetics and Heredity
		Reproductive Biology
		Developmental Biology
		Microbiology
		Molecular Biology
Neurosciences	Basic Medicine	Neurosciences
Basic Medicine	Basic Medicine	Anatomy and Morphology
		Human Genetics
		Pharmacology and Pharmacy
		Toxicology
		Physiology
		Pathology
		Oncobiology
		Other Subareas of Basic Medicine

Evaluation Panel	Scientific Area	Scientific Subarea
Clinical Medicine, Immunology and Infection	Basic Medicine	Immunology
	Health Sciences	Tropical Medicine
		Parasitology
		Infectious Diseases
	Clinical Medicine	Andrology
		Obstetrics and Gynecology
		Pediatrics
		Cardiac and Cardiovascular Systems
		Peripheral Vascular Disease
		Hematology
		Respiratory Systems
		Critical Care Medicine and Emergency Medicine
		Anaesthesiology
		Orthopaedics
		Surgery
		Radiology, Nuclear Medicine and Medical Imaging
		Transplantation
		Dentistry, Oral Surgery and Medicine
		Dermatology and Venereal Diseases
		Allergy
		Rheumatology
		Endocrinology and Metabolism
		Gastroenterology and Hepatology
		Urology and Nephrology
		Oncology
		Ophthalmology
		Otorhinolaryngology
		Psychiatry
		Clinical Neurology
		Geriatrics and Gerontology
		General and Internal Medicine
		Other Clinical Medicine Subjects
		Integrative and Complementary Medicine
	Biological Sciences	Virology
	Other Medical Sciences	Forensic Science

Evaluation Panel	Scientific Area	Scientific Subarea
Health and Sport Sciences	Health Sciences	Health Care Sciences and Services
		Health Policy and Services
		Nursing
		Nutrition, Dietetics
		Public and Environmental Health
		Epidemiology
		Occupational Health
		Sport and Fitness Sciences
		Social Biomedical Sciences
		Medical Ethics
		Substance Abuse
Psychology	Psychology	Psychology (including Human-Machine relations)
		Psychology, Special (including Therapy for Learning, Speech, Hearing, Visual and other Physical and Mental Disabilities)
Economics and Business	Economics and Business	Economics, Econometrics
		Industrial Relations
		Business and Management
Educational Sciences	Educational Sciences	Education, General (including Training, Pedagogy, Didactics)
		Education, Special (to Gifted Persons, those with Learning Disabilities)
Sociology	Sociology	Sociology
		Demography
		Anthropology
		Ethnology
		Social topics (Women's and Gender Studies; Social Issues; Family Studies, Social Work)
Law and Political Science	Law	Law, Criminology, Penology
		Other Subareas of Law
	Political Science	Political Science
		Public Administration
		Organisation Theory

Evaluation Panel	Scientific Area	Scientific Subarea
Social and Economic Geography	Social and Economic Geography	Environmental Sciences (Social Aspects)
		Cultural and Economic Geography
		Urban Studies (Planning and Development)
		Transport Planning and Social Aspects of Transport
		Other Subareas of Social and Economic Geography
Media and Communication	Media and Communications	Journalism
		Information Science (Social Aspects)
		Library Science
		Media and Socio-Cultural Communication
		Other Subareas of Media and Communications
History and Archaeology	History and Archaeology	History
		Archaeology
Languages and Literature	Languages and Literature	General Language Studies
		Specific Languages
		General Literature Studies
		Literary Theory
		Specific Literatures
		Linguistics
		Other Subareas of Languages and Literature
Philosophy	Philosophy, Ethics and Religion	Philosophy
		Ethics
		Theology
		Religious Studies
		History and Philosophy of Science and Technology
Arts	Arts	Arts
		Design and Architecture
		Performing Arts Studies (Musicology, Theater Science, Dramaturgy)
		Folklore Studies
		Studies on Film, Radio and Television
		Art History
		Other Subareas of Arts

ANNEX I - BUDGET RATIONALE

Under this call, the following items in R&D projects are eligible for funding:

a) Direct costs:

i. Human resources rationale:

Expenses with **Human Resources** dedicated or related to the development of R&D activities related to the project execution in all mandatory components by the applicable labour legislation, including charges with grant holders directly supported by the beneficiaries;

- With regard to **employment contracts**, human resources expenses are based on the costs incurred in carrying out the project, based on the monthly base salary declared for the social protection of the worker, which may be increased by the mandatory social food allowance and occupational accident insurance under legally defined terms. The basic salary shall be the set of all remunerations of a permanent nature subject to taxation and declared for the purpose of social protection of the worker;

- The **research fellowships** are tendered and contracted by the beneficiary entities in the context of the supported projects, which must comply with the Research Fellowship Holder Statute (Law n.º 40/2004 of 18 August, in its present version) and FCT Regulation for Research Studentships and Fellowships.

ii. Missions:

Expenses with travel, accommodation, registration fees, etc. in Portugal and abroad, and directly attributable to the project.

iii. Service procurement and acquisitions:

Acquisition of other goods and services directly related to the project's execution, including costs with **consultants that** do not establish subcontracts.

iv. Equipment rationale:

Amortization of scientific and technical tools and equipment indispensable to the project and of which the useful lifetime falls within the execution period, but does not end within that period.

Acquisition of scientific and technical tools and equipment, indispensable to the project if used within the project during their useful lifetime.

v. Patent registration

Expenses related to the national and foreign record of **patents, copyrights, usefulness models and drawings, national models or brands** when related to other forms of intellectual protection, namely rates, researches to the status of the technique and consulting expenses.

vi. Adaptation of buildings and facilities

When essential to the development of the project, namely for environmental and security reasons, provided that these costs do not exceed 10% of the total eligible cost of the project.

vii. Demonstration, Promotion and Publication

Expenses with the **demonstration, promotion and disclosure of the project's outputs**, namely dissemination fees within the fulfilment and pursuant to national policies of open access.

viii. Subcontracts:

Directly related to the project scientific task´s execution

b) **Indirect** costs, with a flat rate of 25% of eligible direct costs, excluding subcontracting. The percentage bound in this item is automatically checked by the submission tool. Applications cannot be locked if this condition is not verified.

For the present Call, the **non-eligible costs** are the ones stated in the art. 9º of the FCT Projects Regulation. **Salaries of public servants** are **not funded under this call**.