

ANNOUNCEMENT FOR THE AWARD OF TWO RESEARCH GRANTS

Ref: ISCAP/CEOS.PP/BI/2021/01

It is hereby announced that a call for two research grants is open within the scope of the Project "COOPVID – Impact of COVID-19 on social solidarity cooperatives: an interdisciplinary study", from CEOS.PP – Centre for Organizational and Social Studies of the Polytechnic of Porto. The COOPVID project aims to characterise social solidarity cooperatives, learn how they have dealt with the COVID-19 pandemic, and prospect their activity in the post-pandemic future from a multidisciplinary perspective. This project is carried out in partnership with CIRIEC and CONFECOOP. The two research grants are financed by ISCAP's own income, and the call is open under the following conditions:

1. SCIENTIFIC AREA

Main area: Economics and Business.

Subarea: Social issues, Industrial relations, Business and management, Law, Computer and Information Sciences.

2. ADMISSION REQUIREMENTS

General requirements

- If the applicant is attending a course that does not award an academic degree, the applicant must:

- a) hold a master's degree and be enrolled, on the date the grant is contracted, in a course that does not confer an academic degree integrated in the educational project of a higher education institution, developed in association or cooperation with one or more R&D units (the courses referred to in paragraph e) of No. 3 of Article 4 of [Decree-Law No. 74/2006, of 24 March](#) in its current wording);
- b) not exceed, with the conclusion of the grant contract in question, an accumulated period of two years in this type of grant, be that consecutive or interpolated.

- If the applicant is a Ph.D. student: the applicant must hold a master's degree and be enrolled in a PhD programme on the date the grant is contracted.

Specific Requirements:

- Academic background in social sciences and business or a related area.

Preferred factors:

- a) Oral and written proficiency in Portuguese and English;
- b) Experience working in research team(s);
- c) Scientific publications;
- d) Autonomy and proactivity;
- e) Capacity of interpersonal relationship;

- f) Ability to solve problems;
- g) Orientation towards the use information and communication technologies.

3. WORK PLAN

The grant holder must collaborate on the work plan of the COOPVID project, namely by:

- a) Contacting cooperatives
- b) Supporting the organization and collection of data;
- c) Transcribing interviews/Focus groups;
- d) Treat and analyse quantitative and qualitative data;
- e) Disclosing results;
- f) Supporting and producing reports;
- g) Supporting the writing and submission of scientific papers;
- h) The general support for project activities and associated publications.

4. APPLICABLE LAWS AND REGULATIONS

- Research Grant Holder Statute, as approved by Law no. 40/2004, of August 18, amended by Decree-Law no. 202/2012, of August 27, by Decree-Law no. 233/2012, of October 29, by Law no. 12/2013, of January 29, by Decree-Law no. 89/2013, of July 9, and by Law no. 123/2019, of August 28;
- Research Grant Regulation of the Polytechnic Institute of Porto, as approved by “Despacho P.PORTO-P-015-2020” from the 18th of May, and by “Despacho 6083/2020”, as published in the Portuguese Official Journal, Series II, on the 4th of June.
- ECT Regulation for Studentships and Research Grants, as published in the Portuguese Official Journal, Series II, by Regulation no. 950/2019, of December 16 and amended by [Regulation no. 643/2021](#) as published in the Portuguese Official Journal, Series II, no. 135, of 14 July.

5. SCIENTIFIC SUPERVISION AND WORKPLACE:

The work will be carried out at CEOS.PP, in Porto Accounting and Business School (ISCAP) of the Polytechnic of Porto (P.PORTO), under the scientific supervision of the ISCAP's Associate Professor Deolinda Maria Moreira Aparicio Meira (Ph.D.).

As the work plan of the COOPVID project will require a considerable amount of travelling, the respective expenses shall be supported by CEOS.PP, within the framework of the COOPVID project, in accordance with the provisions of point 7 of this notice.

6. DURATION AND MODE OF ACTIVITY

Two grant contracts with the duration of 5 months each, on an exclusive basis (according to [P.PORTO's Research Grant Regulations](#)), beginning on December 2021. The possibility of renewal of the two grants for an equal period of 5 months is also considered.

7. AMOUNT OF THE MONTHLY MAINTENANCE ALLOWANCE

The monthly amount of each grant is 1,104.64 euros (one thousand, one hundred and four euros and sixty-four cents), as per FCT's stipends values in force (https://www.fct.pt/apoios/bolsas/docs/Tabela_Valores_SMM_LOE_2021.pdf), paid monthly, in accordance with the P.PORTO Research Grant Regulations, and is foreseen in the respective Request for Expenditure (PAD) n.º 3120.

In the case of renewal of the grants, in the renewal period, the monthly amount of each grant will also be 1,104.64 euros (one thousand, one hundred and four euros and sixty-four cents), as per FCT's stipends values in force (https://www.fct.pt/apoios/bolsas/docs/Tabela_Valores_SMM_LOE_2021.pdf), paid monthly, plus a voluntary social insurance reimbursement (a variable amount depending on the Social Supports Indexing), as per P.PORTO Research Grant Regulations, and foreseen in the respective Request for Expenditure to be approved beforehand.

In accordance with article 19 of P.PORTO's Research Grants Regulation, the payment of any travel, accommodation, and food allowances for travels within the country, abroad, and to other countries, authorized or determined by CEOS.PP and related to the above mentioned work are to be supported by CEOS.PP. The payments of these expenditures are made under the conditions laid down in the system practiced by ISCAP/P.PORTO, namely in the system of daily allowance applicable to workers in public service, being ISCAP/P.PORTO responsible for assessing the respective legal validity.

8. SELECTION METHODS AND COMPOSITION OF THE SELECTION BOARD

The selection methods to be used are:

- a) Curricular assessment, weighting 30%;
- b) Practical Exercises, weighting 30%, and
- c) Interview, weighting of 40%, which will be applied to the six candidates ranking first in the Curricular Evaluation, in descending order of classification. The interview may be conducted by videoconference.

The respective evaluation parameters are:

- a) In Curriculum Evaluation:
 - o Experience of working in research team(s) (up to 9 points): the number of projects, their duration, role(s) carried out, and activities performed are valued;
 - o Scientific publications (up to 5 points):
 - (i) journal papers:
 - 2 points per publication (SCOPUS/WoK);
 - 1 point per publication (other indexations);
 - (ii) full papers in conference:

- 1 point per publication (SCOPUS/WoK);
- 0,5 points (other indexations);
- Quality of two relevant academic papers (up to 4 points): the quality of the writing, data collection, processing, and analysis is valued;
- Letter of recommendation of a supervisor/coordinator of work in a research context (2 points);
- b) In the Practical Exercises and the Interview:
 - Practical Exercises:
 - English language test (up to 10 points);
 - Simulation of an *e-mail* to researchers in Portuguese and English (up to 10 points);
 - Data analysis exercise (up to 10 points);
 - Interview: the interview aims to assess professional/academic experience and behavioural aspects, namely those related to autonomy and proactivity, interpersonal skills, problem-solving skills, orientation towards the use of information and communication technologies. This method is assessed according to the classification levels of High, Good, Sufficient, Poor and Insufficient, to which correspond, respectively, the classifications of 20, 16, 12, 8 and 4 values. The final result (RF of the Interview) is obtained through the simple arithmetic mean of the marks of the parameters to be evaluated:
 - $RF \text{ of Interview} = (MD+AP+EP/A+RI+RP+TIC)/6$, where:
 - MD = Motivation and availability for the performance of duties;
 - EP/A = Professional/Academic Experience;
 - AP= Autonomy and proactivity;
 - RI= Capacity of interpersonal relationship;
 - RP= Ability to solve problems;
 - TIC = Orientation towards the use of information and communication technologies.

Applicants are excluded from the competition on the following grounds:

- a) For not holding the general and specific requirements referred to in point 2;
- b) Applicants who obtain less than 9,5 points in the Interview;
- c) Failure to attend the Interview.

After the analysis of the applications and the evaluation of the applicants according to the components concerned, the applicants will be ranked in descending order of scores. In the case of a tie, the tie-breaker will be based on the best classification, in the following order of presentation:

- a) Interview;
- b) Practical Exercises;
- c) Curriculum Evaluation.

If a tie remains, the Selection Board will proceed to a vote where all elements of the Board shall vote, being the President of the Board responsible for the quality vote in case of new tie.

Composition of the Selection Board:

- President of the Selection Board – Prof. Deolinda Maria Moreira Aparicio Meira (Ph.D.), Associate Professor at ISCAP and Main Coordinator of the COOPVID Project;
- Effective Member – Prof. Manuel Fernando Moreira da Silva (Ph.D.), Senior Lecturer and Vice-Dean of ISCAP for Research and Internationalization, who shall replace the President in absences and impediments;
- Effective Member – Prof. Sandrina Francisca Teixeira (Ph.D.), Senior Lecturer at ISCAP and Director of CEOS.PP,
- Effective Member – Prof. Ana Cláudia Moreira Rodrigues (Ph.D.), Senior Lecturer, Senior Lecturer at ISCAP, researcher and responsible for the area of Human Resources in the COOPVID project;
- Effective Member – Prof. Ana Luísa Soares Martinho (Ma.), Invited Senior Lecturer at ISCAP and specialist researcher in the area of Social Economy and responsible for the area of Intervention in the COOPVID project;
- Alternate Member – Prof. Maria da Graça de Albuquerque Barreto Bigotte Chorão (Ph.D.), Associate Professor at ISCAP and Coordinator of the Study Unit of CEOS.PP;
- Alternate Member – Prof. Susana Jacinta Queirós Bernardino (Ph.D.), Senior Lecturer at ISCAP, researcher and responsible for the Management area in the COOPVID project;
- Alternate Member – Prof. Ana Isabel Rojão Lourenço Azevedo (Ph.D.), Senior Lecturer at ISCAP, researcher and responsible for the area of Information Systems in the COOPVID project.

9. FORM OF PUBLICATION/NOTIFICATION OF RESULTS

The call is published on the EURAXESS portal (<https://euraxess.ec.europa.eu>) and on the *Internet* sites of P.PORTO (<https://www.ipp.pt/concursos/pessoal>) and ISCAP (<https://www.iscap.ipp.pt> in Competition Procedures).

Applicants will be notified of the results of the competition electronically, through the Application System, available at <https://www.iscap.ipp.pt/concursos/pessoal/> according to the deadlines established in [P.PORTO's Research Grants Regulations](#).

The notification made through the Application System is sent to the e-mail address used by each applicant in the electronic application form.

The results will also be made available on ISCAP's *website* (<https://www.iscap.ipp.pt> under Competition Procedures).

10. DEADLINE FOR APPLICATIONS AND HOW TO SUBMIT APPLICATIONS

The call is open from 22 of November to 6 of December 2021.

Applications must be formalised by filling in the electronic application form, which is available in the Application System, at <https://www.iscap.ipp.pt/concursos/pessoal/>, and by submitting it until the deadline together with the following mandatory documents:

- a) CV;
- b) Letter(s) of recommendation;
- c) Relevant academic work;
- d) Proof(s) of the entity(ies) where the research team work(s) was (were) carried out;
- e) *Link(s)* to the scientific publication(s) or copy(ies) thereof;
- f) Certificates of Qualifications, containing, at least, the final average classification and the date of completion; if the degree course(s) was (were) obtained in a foreign higher education institution, the registration(s) of recognition of the academic degree(s) is also necessary, or, alternatively, a declaration of honour from the applicant stating that s/he has already obtained the recognition of the foreign degree equivalent to a master's or doctorate. Such record(s) of recognition of the academic degree(s) must be submitted by the date of contracting the grant;
- g) Proof of enrolment in a study cycle leading to the award of a doctoral degree or in a course not awarding a degree (the courses referred to in article 4(3) (e) of [Decree-Law No. 74/2006, of 24 March](#)). The award of the grant is subject to the existence of a valid registration within a maximum period of six months from the date of communication of approval in the scientific evaluation, under the terms of article 9, no. 2 of the P.PORTO's Research Grants Regulation;
- h) Declaration, under oath, stating that:
 - i) the applicant is aware of P.PORTO's Research Grants Regulation and commits to comply with it;
 - ii) with the conclusion of the grant contract in question, the applicant does not exceed an accumulated period of two years in this type of grant, consecutive or interpolated, in the case of being a student of a course that does not confer an academic degree:

If the documents indicated in points b) to e) are not submitted, then the respective information of the CV will not be considered in the application of the Curricular Assessment selection method. Failure to submit the documents required for admission, particularly those in point (f), will disqualify the applicant from the competition.

Applications sent via e-mail or any other electronic means other than the one specified will not be accepted.

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The President of Polytechnic Institute of Porto, *João Rocha*.