

APPLICATION GUIDE

DEFESA + CIÊNCIA

Call for Exploratory Research Projects 2025

December 2025



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This **Application Guide** is intended to support the PI throughout the application process and successful submission for the 2025 Call for Exploratory Research Projects, and to help them preparing and submitting a successful application. This Guide is based on the information available on the Call for R&D Projects Defesa+Ciência 2025 webpage, particularly the legal documents that define its rules and conditions, including: the Announcement for Proposal Submissions (“*Aviso para Apresentação de Candidaturas*”) and the [FCT Projects Regulation](#) in its current version.

On the 2025 Call for Exploratory Research Projects under the “Defesa+Ciência” webpage, the PI also finds the Guide for Peer Reviewers, the Ethics Self-Assessment Guide, the CIÊNCIAVITAE Guide, the Methodology for Applying Simplified Costs – Lump Sums, the Data Protection document and a section of FAQs.

The application submission period runs from **30 December 2025** until 5:00 p.m. (Lisbon time) on **24 February 2026**.

1. Call for Exploratory Research Projects Defesa + Ciência

The consolidation and reinforcement of the National System of Science and Technology (NSST) constitute priorities of national policy for science and technology that aims to increase the national and international competitiveness of science and technology, and its contribution to innovation and transfer of knowledge. In this context, the promotion and strengthening of the scientific and technological institutions is particularly relevant through the participation of research teams in Projects.

This Call is designed to assist teams of researchers from IDN and from non-academic entities supervised by the government member responsible for national defense, bootstrapping high-impact potential research activities of strategic relevance for the national defense system.

Considering these goals, FCT and the Secretaria-Geral do Ministério da Defesa (SGMDN) launch the Exploratory Research Projects (PeX) Call for funding projects that aim to stimulate and promote Portugal's international competitiveness and innovation capacity in **3 thematic defense areas**, namely:

- Defense Technologies and Their Applications
- Organizational Engineering and Human Behavior in Military Contexts
- Key Societal Challenges in the Security and Defense Domain

The call seeks to promote innovative ideas and relevant scientific questions by supporting R&D projects (IC&DT) with the potential to foster technological and organizational innovation. It also seeks to align the goals of National Defense with those of Science, Technology, and Higher Education, ensuring continued support for knowledge development both within the Armed Forces and across the National Scientific and Technological System.

The call is open from **30 December 2025** to **24 February 2026**.

2. Prior to Submission

2.1. Who may Apply

The Principal Investigator (PI) may be national, foreign, and stateless researchers who meet the following requirements by the deadline for submission of applications:

- Physical allocation to the project.
- Hold a doctoral degree at the closing date of the call. The document certifying the doctoral degree must be presented at the time of the Acceptance Document.
- **Have or will have an employment contract or grant contract with the Principal Contractor** by the time of submission of the Acceptance Document. In the absence of such a link at the time of the Acceptance Document, a written agreement between the PI and the Principal Contractor must be submitted, according to point c) of item 1 of Article 6 of FCT's Projects Regulation. **This agreement can only involve institutions located in Portugal.**

Additional eligibility requirements for researchers:

- A researcher may submit **only one application as PI** in this call.
- The PI can participate as a team member in **no more than one other application** in this call.
- Each researcher (who is not PI of an application) can only participate as team member in a **maximum of 2 applications** in the present call.
- **PIs of projects with rejected final scientific reports** due to reasons attributable to the applicant, within the two years prior to the opening date of this call, are not eligible to apply.
- The PI in a situation of unjustified non-fulfilment of the regulatory requirements regarding the presentation of reports on scientific execution of projects concluded and financed through FCT and in which they acted as PI.

Eligibility requirements for applications:

- **Applications that have been selected for funding** by FCT or other funding agencies will not be accepted.
- **Multiple applications** for the same project will not be accepted:
 - In the present call.
 - In different calls for proposals that overlap in the period for receiving applications.
 - In the case of applications to calls with different thematic scopes and which take place during different application periods, the recommendation for funding in one of them implies the exclusion from the decision process for the others.
- **Related applications**, from the same team, submitted to FCT or other funding agencies must be declared in the application.
- **Applications submitted wholly or partially in a language other than English** will not be accepted.
- **Applicants providing false declarations or committing plagiarism** in the application will be excluded from the Call.

Note: “Multiple applications” are proposals that fully or partially share the work plan.

2.2. Beneficiary Institutions

The following non-business Portuguese entities of the R&I are individual beneficiaries:

- a) **Non-business Portuguese entities from the Research and Innovation system (R&I Partners)**
- i. Higher education institutions, their institutes, and R&D units;
 - ii. State laboratories, Associated Laboratories, or international laboratories headquartered in Portugal;

- iii. Private non-profit institutions whose primary objective is R&D activities, including Collaborative Laboratories (CoLab) and Centers for Technology and Innovation (CTI);
- iv. Other public and private non-profit institutions that engage or participate in scientific research activities.

b) Non-academic entities under the authority of the Government member responsible for the national defense

All entities under the authority of the Government member responsible for national defense that are not part of the academic environment, as described in a). Indicative List of Entities may be consulted [here](#). [Consortio template](#) must be filled in.

Each project consortium must include, as a requirement, a minimum of two beneficiaries: one R&I Partner and one Non-academic entity under the authority

2.3. What should the candidate know before applying to this call

Before starting your application, ensure you are well-informed about the rules governing this call by thoroughly reviewing the supporting documents.

The eligibility criteria, along with the rules and requirements for the various phases of the application process, are outlined in the following documents:

- **FCT Projects Regulation** in its current version, which establishes the general terms under which funding may be granted.
- **Announcement for Proposals Submission** for the 2025 Call for Exploratory Research Projects under the Defesa + Ciência Program, which specifies the conditions of this call.
- Indicative List of **National Defence Entities**.
- **Guide for Peer Reviewers** for the 2025 Call for Exploratory Research Projects under the Program, which establishes the terms for evaluation under which funding may be granted.
- **Methodology for Applying Simplified Costs – Lump Sums**, for budget definition purposes.

FCT also provides the following guides, which must be carefully reviewed:

- The **Ethics Self-Assessment Guide**.
- The **CIÊNCIAVITAE Guide**.
- The **Personal Data Protection** document

2.4. How to Register on myFCT platform

The application must be submitted using the [myFCT platform](#), and candidates should use the CIÊNCIA ID login credentials to enter on it. If the candidate is not registered on the CIÊNCIA ID platform, the first step will be to generate a CIÊNCIA ID identifier at: www.ciencia-id.pt. For any queries regarding the creation and/or use of CIÊNCIA ID, please contact suporte@ciencia-id.pt.

Additionally, applicants must complete CIÊNCIAVITAE CV, which will also be included in the application. Please note that the CIÊNCIAVITAE must be written in English, as the International Evaluation Panel will not be able to consult documents in other languages. Further guidance can be found in the CIÊNCIAVITAE guide available on the call's webpage. For any queries regarding CIÊNCIAVITAE, please contact info@cienciavitae.pt.

2.5. General Recommendations to the candidates

- Prepare the application carefully and in a timely manner.
- Read the instructions provided in this Guide and the Application form thoroughly.
- Familiarize yourself with the structure of the Application form before you begin filling it out. Review all sections in advance to understand what is required and to allow sufficient time to gather all the necessary information for submission.
- Ensure that all the institutions to be included in the application are available on the Application form. If an institution is not listed, it must be added via the Registration of Institutions form on the [Portal de Ciência e Tecnologia](#) (available only in Portuguese). Please note, **it may take up to two working days for a new institution to appear on the list** after the form is submitted.
- Contact the researchers to be included in the application team well in advance and ask them to register on the CIÊNCIA ID platform. Request that they provide you with the email address they used for CIÊNCIA ID registration.
- Ensure that an **up-to-date version of CIÊNCIAVITAE is available** for you and **all members** of the research team.
- Verify that **each institution** selected in the application form has an **associated team member**.
- Understand and prepare the **Lump Sum funding** section of the application **carefully and accurately**.
- **Prepare a realistic and well-justified budget**. Evaluators will assess whether your budget is appropriate, reasonable, and aligned with your project's objectives, methodology, and resource needs.
- Carefully review the Guide for Peer Reviewers to understand the evaluation criteria and ensure your application addresses all key assessment points
- Certify that the URL addresses of bibliographic references or other relevant materials remain active throughout the decision-making process.
- Do not assume that the application form and submission rules are the same as those used in other FCT calls or by other funding agencies.
- Avoid waiting until the **last minute to validate and correct the application**. There is a **myFCT validation process designed to detect possible errors** in your application, which may require corrections and additional time. **Be sure to**

repeat this validation process regularly.

- Plan and complete the application as early as possible. This will ensure that FCT can provide the best possible assistance.
- Visit the FCT website regularly for updates and information regarding the Call.

2.6. Additional recommendations for writing a successful application

- Write the application in a way that convinces the panel of experts that the proposed ideas are worthy of funding.
- It is important to clearly describe the institutions involved in the project, highlighting their relevant expertise and contributions to the project's development.
- Remember that the application reflects a commitment not only from the Principal Investigator, but also from the entire research team.
- Be realistic in your expectations, and ensure that, if the proposal is approved, the research team can execute the project as outlined in the application.
- Carefully read the Guide for Peer Reviewers to understand how the application will be evaluated, ensuring that your application addresses those key evaluation points.
- Avoid repeating the same text or full paragraphs in different sections of the application.

2.7. How to direct questions to FCT

Any clarifications from FCT can be requested via email, including questions about the application form and technical issues on the myFCT website, should be requested exclusively via email at concursoprojetos@fct.pt.

Please note that FCT cannot guarantee a response to emails received during the final two working days of the Call's submission period.


3. Submission of the Application

The Application form is organized in the following eight sections:

- General Data
- Institutions
- Research Team
- Work Plan
- Indicators
- Budget
- Statement of Commitment
- Validate and Submit

The detailed structure of the Application form, including all fields and their respective character limits, can be found in Annex II. The following subsections of this guide offer a detailed description of each of the eight sections of the Application form, along with key

information on how to complete each field. Please note that many fields have character limits.

We recommend that the Principal Investigator regularly click on "Validate and Submit" while completing the application. This will help identifying any errors, marked with the symbol , so they can be corrected in a timely manner.

3.1. Guidelines for filling in the application form

The following chapters of this Guide provide a detailed description of the information required in each section of the Application form. Many fields have character limits, and only plain text or attachments are allowed. Any other means of presenting additional information (such as links for Dropbox or Google Drive) will be disregarded for evaluation purposes.

Once the application is created on the [myFCT platform](#), a reference code is automatically generated (in the format YEAR.NUMBER.CALLTYPE; e.g., 2025.0001.DEF+). This will be FCT's unique identification code for the application throughout the call.

You can access the various sections of the Application form via the menu bar on the left-hand side.

3.1.1. General Data

PROJECT DESCRIPTION

In this section of the form, the project is identified by filling in the following fields:

- **Project title:** the title of the research project should be concise and clear, understandable to a reader with a general scientific background, and appropriate for public dissemination.
- **Project acronym:** assign an acronym for the identification of the project.
- **Keywords:** list up to **4 keywords**.
These keywords are likely to be used in the peer-review process and should accurately reflect the scientific content of the application, especially for interdisciplinary applications. Avoid repeating words from the title.
- **Thematic area:** the thematic area must be chosen from the **three available options** in this field: i) Defense Technologies and Their Applications ii) Organizational Engineering and Human Behavior in Military Contexts iii) Key Societal Challenges in the Security and Defense Domain
- **Justification of the thematic area:** In this field, you should justify the selection of the chosen thematic area for the application.
- **Main scientific area (Scientific Domain / Scientific Area / Scientific Sub-Area):** the scientific area and subarea should be selected sequentially selected, starting with the main scientific area.
- **Timetable (Start Date and Duration):** Indicate the expected start date of the project in day-month-year format. The project may have a maximum duration of **18 months**, extendable for a maximum period of 6 months, in duly justified cases.

This indicative start date can be adjusted for projects recommended for funding during the acceptance term signing phase, but it cannot be later than 90 consecutive days from the date of the decision notification.

3.1.2. Institutions

This section identifies the institutions involved in the project from both administrative and financial management perspectives, as well as in terms of scientific execution. It is divided into the following sections:

- Principal Contractor
- Participant Institutions
- Collaborative Institutions

Ensure that each institution selected in the application form has an associated team member.

PRINCIPAL CONTRACTOR

The **Principal Contractor** is the **lead beneficiary entity** responsible for the project and serves as the primary liaison with the FCT on behalf of all partners. For approved projects, the Principal Contractor will receive all payments and subsequently distribute the corresponding amounts to partner institutions.

The Principal Contractor must be based in national territory and have a Tax Identification Number (NIPC). The designation used in the application must match the designation associated with that NIPC.

The Principal Contractor must be one of the beneficiary institutions listed in Section 2.2 a).

The **Research Unit** field, associated with the Principal Contractor, is mandatory and enables the PI to identify which research units are involved in the project's execution. A maximum of three research units can be added to the Principal Contractor.

This section may also include a description of the Principal Contractor and its competencies relevant to project development. The Evaluation Panel will consider this information when assessing the adequacy of the host institution's conditions, including technical/scientific capabilities and organizational management.

PARTICIPANT INSTITUTIONS

The [list](#) of participating and collaborating institutions that make up the consortium must be submitted as an [annex](#) to the application, identifying the entity or entities under the authority of the Government member responsible for the area of national defense.

- **Each project consortium must include, as a requirement, a minimum of two beneficiaries: one R&I Partner and one Non-academic entity under the authority of the Government member responsible for national defense Partner.**
- In the present call, **companies are not beneficiaries** but may participate in the projects as collaborating institutions.

COLLABORATIVE INSTITUTIONS

Collaborative Institutions are those involved in the project, including companies and foreign institutions, without an associated budget.

If a **beneficiary institution** or **research unit** is **not listed**, it must be added using the Institutions Pre-Registration form on the [Portal de Ciência e Tecnologia](#). It may take up to two business days to update the list.

- In the present call, **companies are not beneficiaries** but may participate in the projects as collaborating institutions.




On this section, the PI must clearly justify the participation of collaborative institutions within the work plan of the proposal. Evaluators will assess collaborative institutions based on the following aspects: scientific contribution, integration in the work plan, added value and collaboration arrangements.

Weak or insufficient justification for collaborative institutions may negatively impact the evaluation under criterion C (Feasibility of the workplan (including planning) and expected indicators, as well the budget adequacy). Evaluators need to understand that the proposed resources and partnerships are appropriate and realistic for achieving the project objectives.

3.1.3 Research Team

The research team comprises the Principal Investigator (PI) and other team members who are directly involved in the tasks and activities of the proposed project.

The PI is responsible for overseeing the acceptance process for team members and consultants by monitoring their status and providing their CVs as needed. The following statuses should be checked:

-  Invitation accepted
-  Awaiting confirmation
-  Invitation declined

Any team member or consultant, who does not agree to participate in the project, should be removed from the form by the PI to enable the application's submission.

Each researcher can import only one CIÊNCIAVITAE profile into myFCT per call. Therefore, if a researcher is participating in multiple applications within the same call, once one application is submitted, the “Get CIÊNCIAVITAE CV” button will not be able to select.

The Research Team item is divided into the following sections:

- Principal Investigator
- PI narrative CV
- Members
- Hirings
- Consultant
- Team CV synopsis

PRINCIPAL INVESTIGATOR

The PI's information (name, role, and Ciência ID) is auto filled. The following details must be completed manually:

- Institution to which the PI is associated in the scope of the research project.
- PhD completion date.
- CIÊNCIAVITAE permissions and upload.

The PI must hold a PhD degree by the closing date of the call (24 February, 2026, 5 p.m. Lisbon time). The completion date of your PhD must be added on this section.

The PI's CV in the CIÊNCIAVITAE platform must be created or updated before it is linked to the application for the Call. **It should be entirely in English.**

Permission for FCT to access the PI's CIÊNCIAVITAE profile must be granted before associating it with the application. By providing this permission, **FCT will access the Public and Semi-public sections of the PI's CV.** Private sections will not be available for evaluation. For further details, please refer to the **CIÊNCIAVITAE Guide**.

The **'Give FCT Permission'** button appears in the CIÊNCIAVITAE menu. When clicked, this button opens the CIÊNCIAVITAE platform. Upon returning to the Application form, the button will appear inactive.



+ Give FCT permission

The PI must ensure that FCT has access to the contents of each section by setting the privacy level to Public or Semi-public.

By selecting **'Get CIÊNCIAVITAE CV,'** the CV will be immediately linked to the Application form in PDF format. Once the import process is complete, a link to the associated CV PDF file, along with the date and time of import, will appear on the Application form.

+ Get CIÊNCIAVITAE CV

The PI should review their **CIÊNCIAVITAE CV PDF file** to ensure that all information is accurate.

Any updates to the PI's CV require re-selecting 'Get CIÊNCIAVITAE CV'. **Updates must be made on the CIÊNCIAVITAE platform itself**; to link the updated CV to the application, it is necessary to: (i) **remove the previously uploaded** document and (ii) select '**Get CIÊNCIAVITAE CV**' again.

Please note that all content in CIÊNCIAVITAE is exclusively the PI's responsibility.

The CIÊNCIAVITAE CV will be used by reviewers **only to verify the information** provided in the PI's Narrative CV, described in the following section.

PI NARRATIVE CV

The PI Narrative CV is designed to support a comprehensive evaluation of a diverse range of research achievements, emphasizing the quality and impact of individual research outputs and contributions, rather than relying on metrics as a proxy for quality. This means that applicants are strongly advised to avoid mentioning metrics, such as journal impact factors, journal quartiles or research performance indexes.

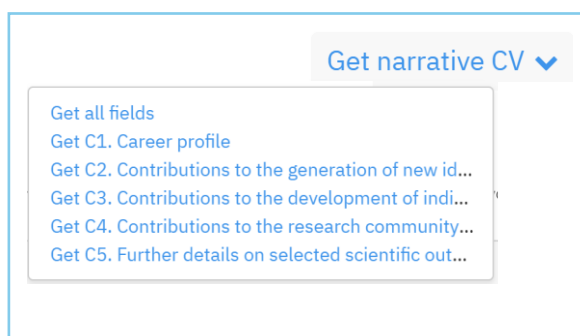
The narrative CV includes the following sections:

1. Career Profile
2. Contributions to Science and Society
 - i. Contributions to the generation of new ideas, tools, methodologies, or knowledge
 - ii. Contributions to the development of individuals and/or research teams
 - iii. Contributions to the research community and the broader society
 - iv. Further details on selected scientific outputs and/or activities
3. Why would this grant be timely for me at this point in my career path and/or in my research?

The **narrative CV** can be **completed** either directly in the **myFCT application form**, or on the **CIÊNCIAVITAE** platform (**narrative** tab) and subsequently imported. In any case, the PI's narrative CV should be written considering the specific context of this Call.

To import the narrative CV from the CIÊNCIAVITAE into myFCT application form, the PI should:

1. Click on the "**Get narrative CV**" (see figure below).
2. Choose to import sections 1 (Career Profile) and 2 (Contributions to Science and Society) together by selecting "**Get all fields**", or import specific subsections individually.
3. Review and edit the imported text in the application form as needed.



Section 3 (only applicable for PEX projects) must be completed directly in myFCT application form, as it is not available in CIÊNCIAVITAE.

The following sections provide guidance on the information and content that PIs are expected to include in each part of the narrative CV.

Career Profile

Provide a summary of the PI's educational background (including PhD completion year), key qualifications, and employment history. If applicable, include details on any career interruptions, such as parental leave, long-term illness, industry work, secondments, volunteer work, or other non-research activities. Describe how these interruptions, or unconventional career paths, or gaps have influenced your research activity.

Contributions to Science and Society

In the following sub sections the PI can provide relevant examples of contributions in relation to their career stage and specific scientific area. This section is structured to accommodate various researcher profiles and career stages across different scientific fields. The PI may refer to the guidelines below and select contribution types that most effectively and comprehensively represent their researcher profile and achievements.

- i. **Contributions to the generation of new ideas, tools, methodologies, or knowledge:** this section should describe how the PI has contributed to generating new ideas, tools, methodologies, or knowledge, highlighting the relevance and impact of these contributions. Examples can include publications, key data sets, software, intellectual property (e.g., patents, licenses, trademarks, copyrights), conference presentations and proceedings, and research or policy publications, as well as other scientific, technological, cultural, or artistic achievements. Any awards received in recognition of contributions to knowledge generation may also be included. To better inform the Evaluation Panel about the significance of these contributions, the PI should not only specify what these contributions are but also explain how and why they are important, the role they played, and

who benefited from these outputs or achievements. Avoid citing publication metrics, such as impact factors, or research performance metrics¹.

- ii. **Contributions to the development of individuals and/or research teams:** highlight the expertise the PI has provided that has been instrumental in developing individuals and/or teams. This can include participation in projects, leadership or management roles, collaborative contributions, and team support. Relevant activities may involve teaching, workshops, or summer schools (for undergraduates, graduates, and post-grads, as well as junior colleagues), as well as supervision, mentoring, and contributions to the success of teams or advancement of colleagues. The PI should also detail their role in past and ongoing funded projects, as well as management of science, technology, and innovation programs experience. Additionally, this section can showcase the PI's involvement in collaborations and networks at both organizational and international levels.
- iii. **Contributions to the research community and the broader society:** the PI may include activities that demonstrate their commitment to advancing the research community and engaging with broader society. This includes contributions to outreach and engagement efforts within the research community, such as editing, reviewing, refereeing, evaluating applications, and organizing events that have positively impacted the research community or improved research culture. Societal engagement, knowledge transfer, dissemination of knowledge, outreach activities, and other forms of engagement with the public, private, or non-profit sectors should also be highlighted.
- iv. **Further details on selected scientific outputs and/or activities:** provide additional and detailed information on a **maximum of five scientific outputs and/or activities that best represent the PI's research career and experience**. For each one, the PI should specify their role and its impact on advancing knowledge in the relevant scientific area. Contributions from the previous sections can also be included. If available, please include the DOI for each output.

The **PI must avoid repetitive information** in the different fields of the **PI narrative CV section** and focus on the relevant information for the development of the presented application, considering mainly the last **5 effective years of scientific activity**.

MEMBERS

Team members must be linked to the application by providing their email addresses. For each team member, the PI must include the following information:

- Email

¹ Research performance metrics include, but are not limited to, h-index, H-index, i10-index, G-index, HG-index, Q2-index, AR-index, M-quotient, M-index, W-index, E-index, A-index.

- Institution to which the team member is associated in the scope of the research project.

Up to three additional core CVs may be included in the application. The PI is automatically designated as core CV.

Each team member is required to confirm their participation in the application and associate their CIÊNCIAVITAE within their myFCT area.

Please ensure that **each institution selected in the application form has a corresponding team member associated with it.**

HIRINGS

In this section, please indicate any additional human resources (contracts and scholarships) required to carry out the project. New hirings should be detailed in the application by completing the following fields:

- Type;
- Institution: The institution associated with the hiring in the context of the research project.

CONSULTANTS

Internationally renowned experts in the project's scientific areas who will provide consulting services should be identified. Please complete the following fields in the application:

- Email
- Framework of consultant's participation

As required to team members, also consultants should confirm their participation in the application and associate their CIÊNCIAVITAE CV or a PDF file with their CV (maximum 1 MB) in their myFCT personal area.

Whenever a team member or consultant is added to the application, an email will be sent requesting confirmation of their association.

TEAM CV SYNOPSIS

In this field, the PI must **justify the framework and competencies of the research team and its alignment with the proposed work plan.** The PI should highlight the team's scientific activities **over the past five active years**, noting key scientific achievements that demonstrate the team's expertise in the project's focus area. This information will be considered by the panel when evaluating the team's merit and the suitability of each member's profile to the project's work plan. The **CIÊNCIAVITAE CV** of each team member will be used by reviewers **only to verify** the details provided in this team CV synopsis.

3.1.4 Work Plan

The following suggestions provide guidance on structuring the description of the research plan. The PI is responsible for organizing the structure, which should be tailored to suit the project's scientific subject or interdisciplinary nature. The research plan should be designed to cover a 18-month period, the maximum duration of the project.

The work plan is divided into the following sections:

- Abstract
- State of the art and Objectives
- Research plan and methods
- Bibliographic references
- Past publications
- Tasks
- Project timeline and management
- Ethical issues
- 2030 Agenda
- Other projects
- Attachments
- Computing and data

ABSTRACT

In this section, a summary of the proposal should be provided in both **Portuguese** and **English**, covering an analysis of the state of the art, key objectives, the knowledge and skills available within the team, the strategy and methodologies to be used, and an outline of the project's novelty and expected results.

The PI must specify whether the abstract used by FCT for **public disseminating** will be the same as the one provided earlier. If, for **confidentiality reasons**, the abstract for publication differs, the PI should select the option "**Abstract for publication different**". The content of this field remains the responsibility of the PI.

STATE OF ART AND OBJECTIVES

In this section, an overview of PI's research field must be presented, outlining the current state of the art within the area and detailing how the proposed research is both groundbreaking and potentially impactful. Relevant references to the PI's previous work should also be included. The PI should address the following key questions:

- To what extent does the proposed research **address significant and relevant challenges**?
- How **ambitious are the objectives, and to what degree do they go beyond the current state** of the art (e.g., introducing novel concepts, approaches, or fostering advancements between or across disciplines)?

RESEARCH PLAN AND METHODS

In this section, the PI should describe the proposed research plan and the methodologies to be used, focusing on the following questions:

- To what extent is the outlined **scientific approach feasible**, bearing in mind the originality and/or ground-breaking potential of the proposal?
- How suitable are the **proposed research methodology and working arrangements** for achieving the project's goals?
- How well are the timelines, resources, and PI's commitment aligned with and justified for the successful execution of the project?

BIBLIOGRAPHIC REFERENCES


References cited in the state of art and in the research plan and methods should be listed in this section, with a cross-referencing style chosen by the PI, namely: APA, MLA or Chicago.

Each reference should include the following information: title; authors' names in the order in which they appear in the publication; name of the book or journal; editorial data, where applicable; volume number; page numbers; year of publication. If the publications are available electronically, you can add their URL, although this is not mandatory.

Bibliographical references are not limited to the PI and team members' publications.

PAST PUBLICATIONS

Include five key publications (articles, books or monographs published or accepted for publication) authored or co-authored by the PI and the team members that significant for demonstrating the project's scientific quality. Select a preferred bibliographic citation style as APA, MLA, or Chicago.

To reorder a publication in the list, simply click  and drag it to the desired position.

Ensure that evaluators can easily access these five publications by providing complete URLs. The PI is responsible for keeping these links active throughout the decision-making process.

TASKS

For each project task, please provide the following details:

- **Task Denomination:** A concise and self-explanatory title for the task.
- **Task description and expected results:** Describe the work to be performed in this task:
 - **Activities:** List and describe **all activities** to be carried out. Be comprehensive and specific - **task acceptance is based on demonstrating that activities were executed, not on achieving positive results.**

- **Methodologies:** Explain **how** the work will be executed (protocols, techniques, approaches).
- **Deliverables link:** Identify which deliverables this task will produce or contribute to. (*Detailed descriptions go in the Deliverables List section below*).
- **Task dependencies:** Explain how this task connects to other tasks and how its outputs enable subsequent work.
- **Team & resources:** Detail each partner's role and justify the human and material resources needed to execute these activities.
- **Expected outcomes:** Describe anticipated results. (*Note: Negative or unexpected scientific results do not affect task acceptance if the planned work was properly executed*)

Note on Lump Sum methodology: In Lump Sum projects, payment is based on demonstrating that the planned activities were executed, not on achieving positive scientific results. A task can be 100% accepted even if experiments failed or hypotheses were refuted, as long as all activities were properly carried out. Therefore, the PI should describe activities comprehensively and realistically. Please note that intermediate payments are made based only on tasks with a 100% completion rate. The PI may split long-duration tasks (e.g., management, communication, and dissemination) within the work plan, allowing intermediate payments to the corresponding activities. This possibility should not mean a generalised fragmentation of tasks, as the structure of the work plan, which will be evaluated, must remain effective and reasonable.

- **Assigned Team Member(s):** Identify the team member or members associated with each task. **All hired or to-be-hired team members**, even those without associated costs, **must be allocated to at least one task**.
- **Person*Month:** Calculate this by multiplying the percentage of each person's dedication to the task by the duration of the task in months.


Examples:

- 1 person at 50% for 6 months = 3 person*month
 - 1 person at 30% for 6 months = 1,8 person*month
 - 1 person at 50% for 15 days = 0,25 person*month
- **Start date** and task **duration** (in months) must be indicated.
 - **Budgets:** After assigning team members to each task and defining the start date and duration, the system will open the budget section with two separate tabs:
 - **Task costs:** Allocate funding amounts to each budget item configured for the call, organized by beneficiary institution. For each cost item, enter the appropriate amounts based on the resources required to complete the task.

Note: Indirect costs (overheads) will be automatically calculated at 25% of all eligible direct costs. Building and facility adaptation expenses are limited to a maximum of 10% of total eligible project costs.

- **Costs justification:** The PI should provide a detailed narrative justification for the budget amounts requested in each budget item to complete the task. The explanation should clarify why these resources are necessary for this specific task and how they relate to its objectives and expected results. The PI should also demonstrate that the costs are reasonable and appropriate.

Once all task information is completed and saved, the system will display two overview tabs:

- **List:** Displays a summary table providing an overview of all tasks, including task number, task designation/duration, assigned team members, and person*months. This table allows the PI to:
 - Edit each task individually.
 - Remove tasks as needed.
 - Reorder tasks by clicking on  and moving the task to the desired position.
- **Costs:** Displays a consolidated view of the budget requested for each task, organized by institution. This overview enables the PI to review the distribution of costs across all tasks and institution(s) involved.

*The **global budget** for all tasks is continuously displayed on the right-hand side of the application form for the PI's reference.*

The application must include tasks planned for the entire duration of the project, **ensuring that there are no gaps without designed activities.**

The budget amounts allocated to each task will automatically populate the Budget section (3.1.6), including the Principal Contractor, Participating Institutions (only for SR&TD), and Funding Plan tables.

IMPORTANT CONSIDERATIONS FOR BUDGET ESTIMATION:

Cost estimates should approximate actual costs as closely as possible and must meet the eligibility criteria outlined in Articles 8 and 9 of the FCT Projects Regulation.

The PI should be aware that the evaluation panel will consider these cost estimates when assessing the proposed activities under the implementation criterion (Criterion C: Feasibility of the workplan (including planning) and expected indicators, as well the budget adequacy). Experts will evaluate whether the estimated costs are reasonable and not excessive. Any adjustments to the Lump Sum amount may be reflected in the acceptance document.

PROJECT TIMELINE AND MANAGEMENT

In this section, the PI should present the list of deliverables, the list of milestones, the timeline and the description of the management structure of the proposal.

- **Deliverables list**

In this section the PI should include deliverables that will demonstrate task completion. Include only deliverables that are essential for project monitoring and work completion. A deliverable may be produced by a single task or result from multiple related tasks.

Under the Lump Sum funding, payment is based on work completion demonstrated through deliverables, not on research success or financial records.

In this section, for each deliverable the PI should, provide:

- **Deliverable:** Select the appropriate category from the dropdown menu. The available deliverable types are:
 - **Report:** Documents or reports on specific activities or results.
Examples: Scientific reports, technical reports, feasibility studies, survey results, literature reviews, analysis reports, progress summaries, benchmarking studies, ethics compliance documentation, security protocols and reports.
 - **Data Management Plan:** Plan describing how research data will be handled during and after the project.
Examples: Initial Data Management Plan (DMP), updated DMP reflecting project evolution and final data management strategy.
 - **Demonstrator:** Physical or digital prototypes, pilots, demonstrators, or proof-of-concept implementations.
Examples: Working prototypes, pilot installations, demonstrator systems, test platforms, experimental setups and field campaigns, scale models and proof-of-concept demonstrations.
 - **Dissemination/Communication:** Materials and activities related to project dissemination and communication, and scientific publications.
Examples: Journal articles, conference papers, project website, press releases, promotional videos, infographics, conference presentations, workshop materials, social media campaigns, policy briefs and exhibition materials.
 - **Dataset:** Research data, databases, or collections of data produced by the project.
Examples: Experimental datasets, survey data, databases, microdata collections, annotated corpora, measurement data, genomic sequences and imaging datasets.
 - **Other:** Any other research outputs not covered by the above categories.
Examples: Software applications, algorithms, computational models, simulation tools, technical diagrams, cell lines, biological samples,

chemical compounds, new methodologies, analytical tools and patents filings.

- **Deliverable description:** A brief description of what will be delivered, including its purpose and content, and how is related to each task.
- **Tasks:** Select the task(s) associated with this deliverable.

As deliverables are created, they will appear in a summary table. The PI can edit or remove each deliverable at any time by accessing the table.

- **Milestones list**

Milestone represents a specific date by which an objective is expected to be achieved, a phase completed, or a result obtained. In this section, for each milestone the PI should provide:

- **Denomination:** a concise and self-explanatory title for the milestone.
- **Milestone description:** a description of what can be demonstrated or reported on that date, including the specific objective achieved, phase completed, or result obtained.
- **Tasks:** Select the task(s) associated with this milestone.
- **Date:** Specify when the milestone will be reached.

The **number of milestones is limited to 6**. Focus on key project achievements that mark significant progress points.

As milestones are created, they will appear in a summary table. The PI can edit or remove each milestone at any time by accessing the table.

Milestones help track project progress and ensure alignment with the planned timeline. They provide visibility into the achievement of major objectives throughout the project lifecycle.

- **Timeline**

Create a timeline description of your project. We recommend using the spreadsheet available in both MS Excel and ODF formats. Once completed, convert the final version to PDF format and upload it as **Timeline.pdf**.

When filling in the timeline, the PI must indicate the following information:

- **Participant(s) involved in the task**, PI and/or team members.
- **Institution responsible for the task**, the acronym of the institution responsible for the task.
- **Additional Institution(s) involved in the task (if applicable)**, the acronyms of the other institutions involved in the task.

The PI should **add a mark** in the timeline for **each milestone (M)** and **deliverable (D)**, when applicable, as shown in the Timeline template.

Please ensure that a legend is added to the timeline indicating the meaning of the acronyms used.

- **Management**

In this section, the PI should outline the project management structure that will be implemented. This should include details on the coordination among participants, the planned meetings, and the reporting structure. The proposed management structure should be tailored to the project's size and consider the involvement of participants from different research units.

ETHICAL ISSUES

Please indicate whether there are any ethical issues identified in the project. If so, select the ethical statements considered to be the most appropriate and the reasons for your choice. The PI should mention what are the national and European regulations, as well as the best practices to be followed during the development of the project, regarding those ethical issues. The available options are described in the Ethics Self-Assessment Guide.

If your project requires ethics approvals (e.g., ethics committees, animal welfare authorizations), ensure your work plan accounts for the time needed to obtain these approvals, as they often take longer than expected and research cannot start without them. Evaluators will consider whether ethical issues have been appropriately addressed and whether the proposed timeline for obtaining approvals is realistic.

2030 AGENDA

The Sustainable Development Goals (SDGs) and the 2030 Agenda, adopted by nearly all countries under the United Nations framework, outline global priorities and aspirations for sustainable development by 2030. These goals aim to mobilize worldwide efforts toward a set of common objectives that enhance the quality of life for all current and future citizens. In this section, the PI should identify **one to three** of the 17 SDGs from the United Nations 2030 Agenda.

OTHER PROJECTS

List all projects approved through peer review that are **led by the PI** and **have started within the last 5 years**, whether they are completed or in progress. Additionally, provide details of all projects led by the PI that have been submitted and are currently undergoing peer review.

For FCT-funded projects:

Once the PI selects the project, all fields will be automatically populated, except for the field titled "Please list the main objectives of the project that you consider relevant for this application".

For projects not funded by FCT, or those submitted and currently under evaluation:

The following elements must be completed:

- Add Project
 - Project reference: reference as specified in the funding contract
 - Project status: indicate whether the project is still just an “Application” or if it is “In Progress” or “Completed”
 - Project title
 - Principal Contractor
- Funding
 - Funding entity
 - Total Funding (requested funding, for submitted projects)
- Timetable
 - Start date (an estimative, for submitted projects)
 - Duration (months)
- Relation with the current proposal: For funded projects, please provide a detailed list of results achieved, including any systems or prototypes developed, patents obtained, and academic degrees earned by students who participated in the project, among other relevant outcomes. For submitted projects under evaluation, outline how these projects relate to the current proposal. In both cases, the PI should indicate how the project connects to the research team and the research goals associated with the present proposal.

ATTACHMENTS

When submitting the application, it must be included the following mandatory attachment:

- Consortium List: A document listing all **participating (beneficiaries) and collaborating (non-beneficiaries) institutions**, clearly **identifying the Defense Partner(s) and the R&I Partner(s)**.

If necessary, you may attach additional documents such as formulas, schemes, diagrams, graphics, images, and support letters.

No other document types will be accepted in this section.

Please note that this field is limited to **20 MB** per application, and the authorized formats are **PDF, JPEG and PNG**.

COMPUTING AND DATA

Funded projects can have access to advanced computer resources and research data repositories provided by FCT without further scientific evaluation. This includes

computing time in FCT's two supercomputers, Deucalion and MareNostrum 5. To this end, FCT requests applicants to answer some additional questions:

- **Advanced computing**

In this section, the PI should answer the following question(s):

- i. **The work plan requires advanced computer resources to be provided by FCT?** If yes, two additional questions must be answered:
 - a) *Do you have previous experience with High Performance Computing?* If yes, the PI should describe the previous experience with Performance Computing, indicating the computational platforms used.
 - b) *Which of the following amounts of resources (per year) is suitable for your project?* The PI should choose one of the three available options and justify the request in the respective box.

- **Research data**

In this section, the PI should answer the following question(s):

- i. **You will be generating or collecting research data in the context of your project?** If yes, an additional question must be answered:
 - a) *The work plan requires access to a research data repository provided by FCT?* If yes and if the project will be selected for funding, the beneficiary will have to submit a Research Data Management Plan to FCT within six months of the funding's start date, according to the model provided by FCT. Access to the service will be assessed based on the shared information.

3.1.5 Indicators

EXPECTED OUTPUT INDICATORS

The expected outputs provide visibility into the research conducted during the project. These outputs should be realistic and achievable and may include publications, communications, reports, organization of seminars, advanced training and other relevant activities. These indicators will be used to evaluate how well the final results align with those anticipated in the application.

DISSEMINATION

In the "Dissemination" field, provide a description of the plan for disseminating results and promoting both knowledge and scientific dissemination, as well as the approach for knowledge transfer. Dissemination outputs should be included in the expected indicators and may encompass actions aimed at fostering scientific culture, promoting and sharing knowledge, technical and scientific publications, conferences, seminars, forums, and initiatives targeting specific sectors or audiences.

3.1.6 Budget

This call uses the Lump Sum funding methodology (Simplified Costs - Fixed Amounts), as outlined in point 4 of the Announcement for Proposal Submissions and in accordance with the [FCT Projects Regulation](#).

The budget tables in this section consolidate all resources detailed in the Work Plan tasks and display:

- Total direct personnel costs.
- Total direct non-personnel costs (equipment, missions, etc.).
- Indirect costs (automatically calculated as 25% of all eligible direct costs).

The PI should review the global budget to ensure:

- All costs are correctly distributed across items.
- The total budget aligns with the project objectives and scope.
- Any necessary adjustments are made at the task level (in the Work Plan section).

Under the Lump Sum model, evaluators will assess whether the resources proposed are appropriate and adequate for the planned activities, whether the budget is reasonable and non-excessive, and whether the costs are consistent with the scientific objectives and methodology.

PRINCIPAL CONTRACTOR

This section displays the budget breakdown for the Principal Contractor, organized by budget item. All values are automatically populated from the task-level budgets entered in the Work Plan section.

PRINCIPAL CONTRACTOR

In this section, the PI should specify the requested funding for each budget category, along with the corresponding justification.

FUNDING PLAN

This section presents the project's Global Budget and Funding Plan tables, which are automatically populated based on all task-level budgets. The tables display:

- Total budget by cost item.
- Funding Plan.

All **budget amounts** are **automatically** calculated from the **Work Plan tasks**. To make any changes, select the relevant **budget item** to navigate back to the corresponding task(s) in section 6 and update the budgets at the **task level**.

3.1.7 Statement of Commitment

The Declaration of Commitment by the PI must include the mandatory agreement of the principal researcher, which can be indicated by marking the following check box:

I acknowledge and agree with the terms set out in this statement of commitment

3.1.8 Validate and Submit

After completing the application, the PI should click on "Validate and Submit". If any errors are detected in the application form, a list of the issues will be automatically generated, including a brief description of the problem and the section of the form that requires correction.

The presence of errors will prevent the submission of the application.

Once the call closes, the PI will no longer have access to the form; however, the global view of the submitted application will still be able to access using Adobe Acrobat Reader.

4. After the Submission of the Application

4.1 Statement of Commitment from the Principal Contractor

The Statement of Commitment of the Principal Contractor will be available on myFCT for approval by the **head of the institution or their designated representative** after the deadline for submitting applications and until **5:00 p.m. Lisbon time of 10 March, 2026**, as stipulated in the Announcement for Proposal Submissions.

The agreement with the Statement of Commitment must be submitted in myFCT by using the CIÊNCIA ID credentials of the person(s) to whom the authority has been delegated. The delegation of authority can be managed through the [Portal de Ciência e Tecnologia](#) (PCT).

4.2 Delegation of Access in the PCT

The creation of the user group and the delegation of authority to these 6 users for agreeing with the Statement of Commitment of the Principal Contractor are managed in the PCT through the following steps. For more details, please refer to the Access Delegation Manual available on the PCT under the "Help, Support Documents" section.

- **1st step** – Log in using the credentials of the **Institutional Collective User**².
- **2nd step** – Add users to the Administrators Group using their association keys.
- **3rd step** – Create the user group responsible for confirming the Statement of Commitment for the applications and delegate the respective access. This step must be performed by one of the individual users of the Administrators Group:
 - a) To create the Group, access the "User Group" menu and enter the desired name for the group.
 - b) Once the group is created, access it and click on "Edit" to add users, using their email or CIÊNCIA ID.

² In case the institution does not have the credentials of the Collective User, please request it via email credenciais@fct.pt.

- c) In the "Access Permissions" menu, select the option "Project Call - Statement Commitment."
- d) After accepting the "Terms and Conditions" (see image below), change the permissions to "Totals (including Locking)."

TERMS & CONDIÇÕES

1 – A Instituição proponente, à qual foram atribuídas credenciais de acesso à plataforma “Portal de Ciência e Tecnologia”, é responsável por garantir a confidencialidade de todos os dados e informações que lhe venham a ser disponibilizados, em virtude da utilização da referida plataforma, bem como não revelar a ninguém, sem prévio consentimento por escrito da FCT, quaisquer informações que não sejam do domínio público relacionadas com as suas atividades, planos, dados, operações, resultados de investigações, bem como as metodologias usadas.

2 – A Instituição proponente é igualmente responsável por gerir os acessos à plataforma feitos pelo seu pessoal, ao qual lhe impõe as exigências referidas supra, podendo vir a ser responsabilizada por eventuais danos causados na plataforma, em consequência da conduta, dolosa ou negligente, do seu pessoal.

3 – Em caso de acesso à plataforma, em nome da instituição proponente, ou do seu pessoal, por estranhos, incumbe à referida instituição o ónus de participar tal ocorrência à equipa técnica da FCT, responsável por gerir a plataforma.

Tomei conhecimento e concordo com os termos acima enunciados.

4.3 Acceptance of Applications in myFCT

The agreement with the Statement of Commitment of the Principal Contractor is completed on myFCT by users to whom the respective competencies have been delegated, using their CIÊNCIA ID credentials.

The "Institutions" > "Ongoing Calls" menu provides **access** to the **list of applications in which the institution participates** in R&D Project calls, whether as a principal contractor or as a participating institution.

Only the Principal Contractor is required to express agreement with the terms outlined in the Statement of Commitment on myFCT. The Principal Contractor must also ensure that the other entities within the proposed project consortium fulfil the obligations set forth in the Statement of Commitment.

For each application listed, the Principal Contractor has access to the following:

- Overview of the application: a simplified version containing public information, accessible by clicking on the application reference.
- Summary of the application / Statement of Commitment: available only when the institution is the principal contractor, accessible by clicking on "Acceptance."

It is mandatory for the Principal Contractor to agree with the terms of the Declaration of Commitment. To do this, the Principal Contractor must check the box at the end of the Statement of Commitment of each application and click on "Submit":

Ao assinalar esta checkbox a Instituição proponente manifesta a sua concordância com os termos enunciados.

After the Principal Contractor accepts the Statement of Commitment by the, the following confirmation will appear in the global view of the application, accessible to both the Institutions and the Principal Investigator:

Instituição Proponente

*Aceite por **XXX** em dd.mm.AAAA – hh:mm em nome de **[Instituição]** por delegação de competências dos responsáveis da instituição.*

Annex I – Protection of Personal Data and Privacy

In the context of the Defesa+Ciência **Call for Exploratory Research Projects 2025**, hereinafter referred to as **DEF+2025**, personal data is collected and processed in accordance with the General Data Protection Regulation (GDPR), approved by Regulation (EU) 2016/679 of the European Parliament and the Council of 27 April 2016, concerning the protection of natural persons with regard to the processing of personal data and the free movement of such data, effective as of 25 May 2018, and in compliance with Law No. 58/2019, of 8 August, which ensures the implementation of the GDPR in the national legal framework.

Data Controller

The *Fundação para a Ciência e Tecnologia, I.P.*, hereinafter FCT, assumes the role of data controller, with its registered office at Av. D. Carlos I, 126, 1249-074 Lisbon, telephone: +351 21 3924300.

Data Protection Officer

FCT has appointed a Data Protection Officer, who can be contacted directly via email at dpo@fct.pt for all matters related to the processing of personal data carried out by FCT.

Purpose and Legal Basis for Processing

Personal data is collected exclusively for the purpose of Managing Funding and Co-funding Instruments, and its processing is lawful as it is necessary:

- **For the performance of a contract** to which the data subject is a party, or to **carry out pre-contractual measures** at the request of the data subject, under Article 6(1)(b) of the GDPR;
- **To comply with legal obligations**, under Article 6(1)(c) of the GDPR, as specified in points (a) and (c) of Article 3(2) of FCT's Organic Law, approved by Decree-Law 55/2013, of 17 April;
- **For the performance of a task carried out in the public interest by FCT**, under Article 6(1)(e) of the GDPR, based on Regulation No. 999/2016, in its current wording, *i.e.*, amended and republished by Regulation no. 5/2024 and corrected by the Declaration of Rectification no. 366/2024/2, published in the *Diário da República*, 2nd series, no. 100, of May 23, 2024, which establishes the conditions for access and support rules for projects funded exclusively by national funds through FCT.

FCT may also process personal data for **purposes of public interest archiving, scientific or historical research, or statistical purposes**, respecting the principle of data minimization, including anonymization or pseudonymization of the data, whenever these means can achieve the intended purposes.

Collection of Personal Data

Within the scope of DEF+2025, personal data is collected in two phases:

1. **During Application:** Data necessary to validate the eligibility and merit of the application is collected.
2. **During the Funding Phase:** Additional data, mainly financial and related to project execution and accountability, is collected.

In the different stages of the call, the personal data collected is categorized as follows:

- **Application Phase:** During the DEF+2025 application process, common and special categories of personal data are collected. These are provided directly by the principal investigator through a specific form and submission via the myFCT platform.
- **Funding and Contract Management Phase:** After the application is approved, additional personal data is collected during the contracting and funding management process. This may include financial information and sensitive data (e.g., disability degree) related to project execution.

Within the scope of DEF+2025, personal data is collected:

- a) **Directly from the data subjects**, who provide it through application forms and online platforms made available, specifically, the myFCT platform, where the entire application, evaluation, and funding approval process is submitted in a single system; the CIÊNCIA ID Platform, which houses the national identifier for accessing various science services; the CIÊNCIAVITAE platform, containing the CVs of all team members associated with the research team; and the Science and Technology Portal (PCT), where data of entities responsible for applications is collected, and communication with FCT's interlocutors (individual and collective) takes place, aiming to significantly improve procedural efficiency.
- b) **Indirectly from the data subjects**, through beneficiary entities providing personal data related to applications or cases where principal investigators provide data on team members.

Description of Data Subjects and Categories of Personal Data

Personal data processed under DEF+2025 call includes the following:

a) Categories of Data Subjects:

Researchers, academics, students, PhD holders, among other beneficiaries involved in the Portuguese scientific system, particularly those in higher education institutions, their research units, State Laboratories, Associated or International Laboratories based in Portugal, non-profit private institutions focused on R&D activities (including Collaborative Laboratories and Technology and Innovation Centres), representatives of other public and private institutions engaged in scientific research activities, representatives of companies involved in SR&TD projects led by non-business entities in the R&I system, representatives of foreign institutions as project partners, participants of collaborating

institutions, principal investigators, co-principal investigators, research team members, coordinators, reviewers (independent experts and external reviewers, national or international, affiliated with national or international institutions).

b) Categories of Personal Data:

Common:

- Civil Identification: Full name, surname, date of birth, gender, civil identification and/or passport number, and taxpayer number;
- Contact Information: Institutional email address, city, and country or region of residence;
- Academic and Professional Activity: Professional status, educational background, academic or professional trajectory, academic degree, job titles, scientific identification, and project identification;
- Physical Data: Image in paper or video format, if applicable;
- Financial Information: Including IBAN.

Special:

- Criminal Records: Penal convictions and offenses, if applicable;
- Health Information: Details in documents necessary to justify eligibility during the project period.

For the services associated with the myFCT, CIÊNCIA ID, CIÊNCIAVITAE, and PCT platforms, various categories of personal data may also be collected concerning different data subjects for different processing purposes as defined by the Privacy Policies applicable to each platform.

Sharing Personal Data with Third Parties

In the context of fulfilling legal obligations related to the purpose of Managing Financing and Co-financing Instruments, the data is disclosed to the Ministry of Education, Science and Innovation for the necessary acts of approval, without excluding other entities not mentioned but legally authorized to request, collect, and process the data in question.

Processors

Personal data may be transmitted to processors who process it on behalf of FCT. In such cases, FCT ensures contractual measures are in place to guarantee that subcontractors respect and protect the subject's personal data.

These entities must provide written guarantees of adequate technical and organizational measures in compliance with applicable privacy and data protection laws, formalized through a contract signed between FCT and each third-party entity.

Data Transfer to Third Countries

For personal data processing within the scope and purpose indicated, personal data may be transferred internationally to both European Economic Area countries and third countries. In such cases, FCT formalizes these international data transfers only with entities offering adequate guarantees of technical and organizational measures to

comply with applicable privacy and data protection laws and ensure the protection of data subjects' rights.

Retention Period

The retention period for personal data is set by legal or regulatory norms or, in their absence, as necessary to achieve the purpose for which the data was collected and processed.

Data is retained in a manner that allows the identification of data subjects only as long as necessary for the purpose for which it is processed, subject to compliance with legal obligations requiring a specific retention period or the exercise of FCT's legitimate rights and interests.

For archiving in the public interest, scientific or historical research, or statistical purposes, FCT may retain some data for longer periods while applying appropriate safeguards for the rights and freedoms of data subjects, as per the applicable legislation. These safeguards involve adopting technical and organizational measures to ensure data minimization and pseudonymization.

Rights of Data Subjects

Using any of the contacts above, and within the legal limits, data subjects have the right to request access to their personal data, rectification or erasure, restriction of processing, and data portability when technically feasible. They may also object to processing or withdraw consent at any time if applicable.

Notification and Complaint

In addition to notifying FCT through the available contacts at <https://www.fct.pt/contactos>, data subjects may file a complaint directly with the National Data Protection Commission (www.cnpd.pt) using the contacts provided by this entity.

General Measures Adopted to Ensure Personal Data Security

To ensure personal data protection, FCT implements strict, internationally recognized rules that apply to all individuals handling personal data lawfully.

Accordingly, technical and organizational security measures are in place to protect the personal data provided to FCT, as well as the confidentiality, integrity, and authenticity of processed data. Personal data stored by FCT is encrypted and anonymized whenever possible, subject to access control based on the principle of least privilege.

In this context, processes involving the publication of approved and non-approved application lists and reviewers panel lists are structured to ensure that data is findable, accessible, interoperable, and reusable by default.

Additionally, FCT continuously reviews information security standards to ensure not only continuous improvement but also to stay updated on new threats, implementing necessary countermeasures.

Annex II – Application Form Structure and Character Limit

Applications must be written in English and are submitted online via a dedicated FCT Web Platform ([MyFCT](#)).

Applications must be written in English and submitted online via a dedicated FCT Web Platform ([myFCT](#)).

Multiple applications of the same project are not allowed. New applications grounded on a previous project should contain substantial modification and update.

Each application comprises the following sections:

General Data

Project Description

- Project Title (PT/EN) **(max. 255 characters)**
- Project acronym **(max. 15 characters)**
- Keywords (PT/EN) **(max. 4 keywords)**
- Thematic area
- Justification of the thematic area **(max.1000 charaters)**
- Main scientific area (Scientific domain / Scientific area / Scientific subarea)
- Timetable (start date and duration)

Institutions

Principal contractor

- Institution
- Research unit **(max. 3)**
- Institution description and its competencies for the development of the project **(max. 1500 characters)**

Participating institutions

- Institution
- Research unit **(max. 3)**
- Institution description and its competencies for the development of the project **(max. 1500 characters)**

Collaborative Institutions

- Country
- Institution
- Institution description and its competencies for the development of the project **(max. 1500 characters)**

Research team

Principal Investigator

- Institution to which you are associated in the scope of the research project
- PhD completion date

- CIÊNCIAVITAE CV permissions and upload

PI Narrative CV

- Career profile (**max. 4000 characters**)
- Contributions to Science and Society:
 - Contributions to the generation of new ideas, tools, methodologies or knowledge (**max. 5000 characters**)
 - Contributions to the development of individuals and/or research teams (**max. 3000 characters**)
 - Contributions to the research community and the broader society (**max. 3000 characters**)
 - Selected outputs and/or activities (**max. 5000 characters**)

Members

- Email
- Institution to which you are associated in the scope of the research project

Hirings (if applicable)

- Type
- Institution to which you are associated in the scope of the research project

Consultants (if applicable)

- Email
- Framework of consultant's participation (**max. 1000 characters**)

Team CV Synopsis

- Research team CV synopsis (**max. 10000 characters**)

Work plan

Abstract

- Abstract in Portuguese (**max. 5000 characters**)
- Abstract in English (**max. 5000 characters**)
- Abstract for publication different? (**max. 5000 characters**)

State of the art and Objectives

- State of the art and objectives (**max. 6000 characters**)

Research plan and methods

- Research plan and methods (**max. 10000 characters**)

Bibliographic references

- Bibliographic references (**max. 10000 characters**)

Past publications

- Order
- Publication (**max. 600 characters**)
- URL

Tasks

- Task denomination (**max. 150 characters**)
- Task description and expected results (**max. 4000 characters**)
- Assigned to
- Person*month
- Start date
- Duration (months)
- Budgets:
 - Task costs
 - Cost justification of the task (**max. 2500 characters**)

Project timeline and management

- Deliverables List (add deliverable)
 - Deliverables
 - Deliverable description (**max. 800 characters**)
 - Tasks
 - Date
- Timeline (attached file)
- Management
 - Description of the management structure (**max. 3000 characters**)

Ethical issues (if applicable)

- Are there Ethics Issues identified in this project?
- Select the ethical declarations you consider appropriate (if applicable)
- Justification (if applicable) (**max. 3000 characters**)

2030 Agenda

- Framework of the application for the United Nations SDG 2030 Agenda (**up to 3 SDG**)

Other projects

- Add project
 - Project reference
 - Project status
 - Project title (in English)
 - Principal contractor
 - Funding
 - Funding entity
 - Total funding
 - Timetable
 - Start date
 - Duration (months)
 - Relation with the current proposal
 - State the main objectives considered relevant for the application being submitted to the present R&D Projects Call (**max. 2000 characters**)

Attachments

- Consortium constitution – mandatory submission

- If needed, the PI may attach the following documents to the proposal: support letters, formulas, schemes, diagrams, graphs or images. No other documents than the ones previously mentioned should be considered in this section.)

Computing and data

- Advanced computing
 - The work plan requires advanced computer resources to be provided by FCT?
 - Do you have previous experience with High Performance Computing? (if applicable)
 - Refer previously used computational platforms (if applicable, **max. 400 characters**)
 - Which of the following amounts of resources (per year) is suitable for your project? (if applicable)
 - Brief justification for the requested computational resources (if applicable, **max. 400 characters**)
- Research data
 - You will be generating or collecting research data in the context of your project?
 - The work plan requires access to a research data repository provided by FCT? (if applicable)

Indicators

- Expected output indicators
- Dissemination
 - Indicate the dissemination actions of the scientific activity planned in the project (**max. 3000 characters**)

Budget

Principal contractor

- Budget (automatic filling)

Funding plan

- Global budget (automatic filling)
- Funding Plan (automatic filling)

Statement of Commitment

Validate and submit

