FCT-Tenure – 1st Edition

Application Guide

18 DECEMBER 2023

This Application Guide is intended to support Institutions throughout the application process to the FCT-Tenure Call, and to help preparing and submitting a successful application.

This Guide draws on information available on the FCT-Tenure Call webpage, namely the legal documents setting the rules and conditions for this Call: the Call for Applications ("*Aviso de Abertura*", in Portuguese only) and the *Regulamento do Emprego Científico*. The *Evaluation Guide*, an Application Form template and a section of FAQ are also available on the FCT-Tenure Call webpage. Please note that the Application Form template previously made available should not be considered a replacement of this Application Guide.

The period for submission of applications to the current Call is mentioned in the Call for Applications and on the FCT-Tenure Call webpage.

Contents

I.   THE FCT-TENURE PROGRAMME

FCT-Tenure is a new FCT funding instrument designed to promote the hiring of researchers exclusively for permanent positions. The FCT-Tenure programme is planned to be launched every two years and will be a central instrument both to stabilize careers and research plans and to create an attractive and sustainable career horizon for early career researchers.

The FCT-Tenure programme is aimed at reducing precariousness at work of researchers currently working or having worked in Portugal.

The FCT-Tenure current edition co-funds up to 1000 positions. 400 additional positions are expected to be co-funded in the context of the 2025 edition. The programme is aimed at SNCT's institutions, which may apply for funding of the career positions that will be granted through international calls.

FCT-Tenure operates on a co-funding model and allows researchers to be integrated into both the research (ECIC) and the teaching careers (ECDU, ECPDESP), or equivalent careers in case of private institutions, assuming a limit of 4 hours per week, on average, of dedication to teaching regardless of the career, and during the co-funding.

The co-funding will last for a maximum of 3 years for each position allocated to the teaching careers, and up to a maximum of 6 years for each position allocated to the research career, covering two thirds of the salary costs of each position in the first 3 years for both careers, and one third in the second three years in the case of hiring for the research career or equivalent.

The FCT-Tenure co-funding will only be eligible when the selected PhD holder has previously had a fixed-term post-doctoral work contract or research fellowship in a Portuguese institution. Whenever the Hiring Institution chooses a candidate for an FCT-Tenure position that does not comply with the eligibility criteria mentioned above, the institution will be allowed to launch a new job announcement for the same scientific area for recruitment of a PhD holder meeting the eligibility criteria.

The FCT-Tenure programme will be funded by the State Budget and the PRR (Recovery and Resilience Plan)'s Science Plus Capacity Building Measure, consolidating the vision of the PRR as an instrument for the Country's structural transformation.

II.   PRIOR TO SUBMISSION

A   Definitions

i.   **Hiring Institution** – An institution with a legal existence that employs researchers and offer them a permanent employment contract. The Hiring Institution must be one of the following:

- Higher Education Institutions, their Institutes and R&D Units.
- Associated Laboratories.
- State Laboratories.
- International Laboratories based in Portugal.
- Private, non-profit institutions whose main purpose is R&D activities.
- Collaborative Laboratories (CoLAB).
- Technological Interface Centers (CIT).
- Science and technology infrastructures.

ii.   **Host Institution** – An Institution that hosts researchers to be hired for a given research or teaching position, and where they develop their research and/or teaching activities. Besides the Hiring Institution itself, other institutions such as Faculties, Departments, Research Units, Associate Laboratories, with or without legal existence, and other institutions of the National Science and Technological System can also be considered as Host Institutions.

ii.   **Research Unit / Associate Laboratory Chair (*Cátedra UI/LA*)**
This applies whenever the Hiring Institution shares the responsibility for the planning of a research or a teaching position with a Research Unit (RU) or an Associate Laboratory (AL). This position may be co-funded by the RU or AL.

iii.   **Non-academic Chair (*Cátedra não académica*)**
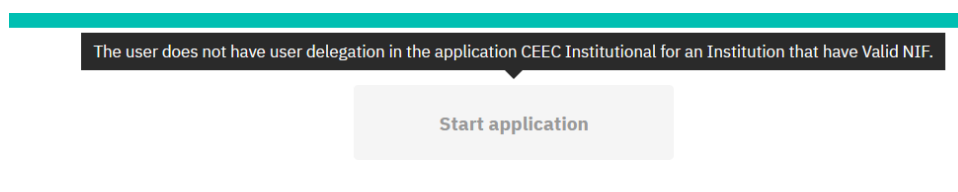This applies whenever the Hiring Institution shares the responsibility for funding and planning of a research or a teaching position with a non-academic Institution. The minimum co-funding for this position by the non-academic Institution is 33% and must last for at least 3 years.

B   Who may submit an application?

Applications for FCT-Tenure positions must be submitted by the Head of the Hiring Institution or by an authorized representative (i.e. someone with delegated access on the PCT website). When a not delegated user try to start an application, the following message will appear on the screen:

> The user does not have user delegation in the application CEEC Institutional for an Institution that have Valid NIF.
>
> **Start application**

Only one application per Hiring Institution is allowed. However, multiple FCT-Tenure positions may be added, each one related to a Host Institution (which must include the Hiring Institution, and up to three additional Institutions) and to a job description. The first application submitted on the system will prevent further submissions from the same Hiring Institution, even if created by a different user.

As part of the application, the Hiring Institution must provide complete information about itself and its hosting conditions, as well as about additional Host Institutions associated to the application (if applicable).

i.   Registration

Only institutions registered on the FCT's Science & Technology Portal / PCT can apply or be added as additional Host Institutions. For institutions not yet registered on the PCT, it is necessary to complete the Institution Pre-Registration (*Registo de Instituições*). Given the update may take up to 2 working days, FCT advises institutions to take this into consideration and complete this registration as early as possible.

Applications will be submitted on the myFCT website.

ii. What should be known before applying to the FCT-Tenure Call

Before starting the application, make sure you are well informed about the rules governing this Call by reading the supporting documents. The terms of eligibility, as well as the rules and requirements for the application process, are set forth in the following documents:

- the Call for applications (*Aviso de Abertura*) for the FCT-Tenure 1st Edition;

- the Scientific Employment Regulation (*Regulamento do Emprego Científico*), updated in 2023, which establishes the general terms under which the funding may be granted;

- the Evaluation Guide for the FCT-Tenure, which establishes the general terms for evaluation under which funding may be granted.

Additionally, a reference template is available at FCT website, which aims at providing a concise overview of the application form and helping institutions to prepare their application.

iii. General recommendations

The application must be written entirely in English to allow the assessment by the international Evaluation Panel. **Applications submitted in a different language will be considered non-assessable**. In drafting and preparing their applications, FCT advises institutions to:

- Prepare the application in a careful and timely manner.
- Read carefully the instructions provided in this Guide and in the Evaluation Guide. Make sure that you have read through all the documents available on the FCT website regarding this Call.
- Learn about the structure of the Application form before beginning to fill it in. This will allow you to have an idea of what is being asked and will allow time to gather the information required for submission.
- Prepare, as early as possible, the information about the profile of the research staff (PhD holders) of the Hiring Institution and of each Host Institution, the description of the Hiring Institution, the Hiring Institution strategy to stabilize careers and to attract and retain talent, and the description of the additional hosting conditions.

- Plan and complete the application process as early as possible, in order to ensure that FCT will be able to provide the best possible assistance you may need.
- Pay attention to the myFCT error messages and proceed accordingly while filling in the application form. The system provides information for each error that it detects when you proceed to validation and submission of the application. It is advisable not to wait until the last minute to make any corrections in your application.
- The association of Chairs (optional) requires a Commitment Declaration for each of them, written in English, which should mention the co-funding level provided either by the Research Unit / Associate Laboratory or by the non-academic institution, for the required position.

iv.   How to direct questions to FCT

Questions and information requests about this Call, including questions regarding the contents of the application form and technical aspects of the website, should be addressed to **info.tenure@fct.pt**.

Please note that FCT does not guarantee that emails received during the last two working days of the Call, or sent to a different email address, will be answered.

III.   SUBMISSION OF THE APPLICATION

To start an application on the myFCT platform, the Head of the Hiring Institution or the authorized representative must log onto the myFCT website with their CIENCIA ID credentials.

The Hiring Institution can only submit one application. However, the Hiring Institution can apply for several FCT-Tenure positions.

A.   Overview of the Application form
The application form is organised in sections, some of which are mandatory, while others are optional. The sections are the following:

INSTITUTIONS INFORMATION

1 Hiring Institution

- Name of the Hiring Institution
- Profile of the research staff of the Hiring Institution
- Description of the Hiring Institution (max. 8.000 characters)
- Strategy to stabilize careers and to attract and retain talent of the Hiring Institution (max. 12.000 characters)
- Hosting Conditions of the Hiring Institution (max. 10.000 characters)

2 Additional Host Institutions (to be repeated as many times as the number of Host Institutions other than the Hiring Institution)

- Name of the additional Host Institution
- Profile of the research staff of the Host Institution
- Description of the Additional Host Institution (max 5.000 characters)

POSITION DETAILS

3 General Information

- Job Title (max. 255 characters)
- Job category
- Hiring Institution (pre-filled in)
- Additional Host Institutions (optional, max. 3)
- Call's publication date (select from the menu)

4 Scientific Area

- Scientific Domain (select from the menu)
- Scientific Area (select from the menu)
- Scientific Sub-area (select from the menu)
- Field(s) description (max. 255 characters)

- Position's alignment with SDGs of the United Nations 2030 Agenda (optional, max. 3)

5 Chairs [Cátedras] (Optional)

- Research Unit / Associate Laboratory Chair
    - ❖ Name of the Host Research Unit / Associate Laboratory
    - ❖ Submit a Commitment Declaration (PDF only, max. 3MB)
    - ❖ Identify the co-funding percentage for the first three-year period (0-33%)
- Non-academic Chair
    - ❖ Name of the non-academic Host Institution
    - ❖ Submit a Commitment Declaration (PDF only, max. 3MB)

6 Position Details and Rationale

- Job description, scientific profile, and rationale (max. 5.000 characters)
- Benefits and resources offered to the selected candidate (max. 2.000 characters)
- Context, expected impact, and relevance of the scientific profile (max. 3.000 characters)

Statement of commitment

Application Validation and Submission

B. Guidelines for filling in the Application form

In the following sections of this Guide, you will find a detailed description of the contents requested in each section of the Application form. Several fields in the form have limited number of characters. Only plain text or attachments are allowed.

Once you start your application, a reference code is automatically generated (in the format YEAR.NUMBER.CALL; e.g. 2023.0001.TENURE). This will be FCT's identification code of reference for the application throughout the Call after submission.

Note: Although each representative of a given Hiring Institution can create an application for the Call, **only one application per Hiring Institution will be allowed for submission.** Once an application is submitted, it will no longer be possible to submit another application for the same Hiring Institution, even if created by a different user.

The various sections can be accessed from the left-hand side menu bar.

Specific guidelines on filling in each section of the Application form are presented below.

INSTITUTIONS INFORMATION

1. Hiring Institution

The Hiring Institution must be an Institution of the National Science and Technological System with a legal existence that employs researchers and offer them a permanent employment contract. This information will be the same for all the positions requested, regardless their scientific area. The evaluation scoring and comments for Criterion A ("Strategy of the Hiring Institution and respective hosting conditions") will be identical for all positions requested by the same Hiring Institution.

1.1. Name of the Hiring Institution

To be selected from the available menu in case the authorized representative represents more than one Institution.

1.2. Profile of the research staff of the Hiring Institution

For each row, indicate the corresponding integer number existing in the Hiring Institution. Fill in the number of PhD holders for each situation. When not applicable, insert 0.

a.	Total number of integrated PhD holders, with a fulltime permanent contract as a researcher (ECIC or equivalent), associated with the Institution on 30/11/2023	*Number (integers only)*
b.	Total number of integrated PhD holders, with a fulltime permanent contract as a professor (ECDU, ECPDESP or equivalent), associated with the Institution on 30/11/2023	*Number (integers only)*
c.	Total number of PhD holders, with non-permanent fulltime research contracts ("Norma Transitória", non-permanent "FCT-CEEC", "Bolsas inv. pós-doutoral", etc.) associated with the Institution on 30/11/2023	*Number (integers only)*

Scientific hiring plan and hosting conditions

1.3. Description of the Hiring Institution (max. 8.000 characters)

Describe here the Institution that will receive the co-funding for the FCT- Tenure positions and which will celebrate the work contract with the PhD holders by providing relevant information about the Institution in the context of the National Science and Technological System and that will not be mentioned in the other fields.

1.4. Strategy to stabilize careers and to attract and retain talent of the Hiring Institution
(max. 12.000 characters)

In this field it should be explained how the Hiring Institution foresees the stabilization of careers, and how it plans to attract and retain highly qualified researchers. Information to provide may be on:

- Provide a description of the Hiring Institution's plan to consolidate its research workforce, renew staffing, and enhance talent attraction and retention efforts during the period of 2025-2028 as well as the institutional and scientific goals for the same period. Give your response in relation to the proposed FCT-Tenure positions, current workforce, including expected retirement timeline until 2028.

- Current and future initiatives that propose ways of strengthening careers and key research areas at the Hiring Institution.

- How these initiatives will integrate with the associated R&D Unit(s) or Associate Laboratory(ies), as well as with non-academic entities, as indicated in the proposed positions, if applicable.

- The R&D domains and scientific areas to be strengthened in accordance with the proposed positions.

- Knowledge transfer and outreach strategy in accordance with the proposed positions.

- The role of R&D Units and/or Associate Laboratories in the Institution's scientific strategy and hiring plan, and how this is ensured by internal governance procedures, if applicable.

1.5. Hosting Conditions of the Hiring Institution (max. 10.000 characters)

In this field, it should be explained what are the available hosting conditions which will contribute to the development of research and teaching activities. The following points should be addressed:

- Present and future specific initiatives to improve hosting conditions for researchers in both research and teaching careers.

- Present and future specific initiatives to ensure the balance between teaching and research duties for new researchers hired in teaching careers, if applicable.

- The role of R&D Units, Associate Laboratories, and Faculties, Departments, etc. in implementing these initiatives, highlighting any potential differences among them, if applicable.

- Alignment of these initiatives among the different Host Institutions that are part of the application, including the non-academic entities (when applicable) providing financial support in what concerns the recruitment of PhD holders for the different careers.

- Specific present and future initiatives at the Institution to improve inclusiveness, work and private life balance, gender balance, and parenthood conditions in both research and teaching careers.

2. Additional Host Institutions

This field is optional and intended to list and describe the Institutions where the researchers will develop their research and/or teaching activities, when different from the Hiring Institution. The universe of additional Host Institutions may include Faculties, Departments, Research Units, Associate Laboratories, and other institutions of the National Science and Technological System, whenever applicable or relevant.

A new Host Institution should be added to the application as many times as many additional Host Institutions will be involved in the application (excluding the non-academic institutions).

+ Add host institution

Next →

2.1. Name of the additional Host Institution

To be selected from the menu. Only Institutions registered on the PCT can be added as additional host institutions. For institutions not yet registered on the PCT, it is possible to make use of the Institution Pre-Registration (*Registo de Instituições*). The update may take up to 2 working days.

Name of the additional host institution

Q Search

Select

+Atlantic - Associação para um laboratório colaborativo do atlântico

3 em Pipa - Associação de Criação Teatral e Animação Cultural

A3S - Associação Para o Empreendedorismo Social e a Sustentabilidade do Terceiro Sector

ABIMOTA - Associação Nacional das Indústrias de Duas Rodas, Ferragens, Mobiliário e Afins

Academia das Ciências de Lisboa

Academia Equestre João Cardiga - Associação

2.2. Profile of the research staff of the Host Institution

For each row, indicate the corresponding integer number existing in the Host Institution. Fill in the number of PhD holders for each situation. When not applicable, insert 0.

a.	Total number of integrated PhD holders, with a fulltime permanent contract as a researcher (ECIC or equivalent), associated with the Institution on 30/11/2023	*Number (integers only)*
b.	Total number of integrated PhD holders, with a fulltime permanent contract as a professor (ECDU, ECPDESP or equivalent), associated with the Institution on 30/11/2023	*Number (integers only)*
c.	Total number of PhD holders, with non-permanent fulltime research contracts ("Norma Transitória", non-permanent "FCT-CEEC", "Bolsas inv. pós-doutoral", etc.) associated with the Institution on 30/11/2023	*Number (integers only)*

2.3. Description of the Additional Host Institution (max. 5.000 characters)

Describe the Host Institution where the research / teaching activities will be developed by providing relevant information about the Host Institution and that is not mentioned in the other fields.

After inserting the information for the additional Host Institutions, a list with the names of all of them, the indicators related to the research staff, and the possibility to edit / remove information for each Host Institution will be available on a table (see below).

Host	A	B	C		
3 em Pipa - Associação de Criação Teatral e Animação Cultural	539	39	9	✎ Edit	⊗ Remove
ACHAR - Associação de Agricultores de Charneca	2	5	8	✎ Edit	⊗ Remove

+ Add host institution

POSITIONS DETAILS

This section is dedicated to all FCT-Tenure positions proposed in this application and related information.

For each position the following information is required:

3. General Information

3.1. Job Title (max. 255 characters)

The job title for the position to be hired should include the career and the category of the position, as well as the scientific area, if it is a Chair position and other information that may be relevant.

Exs.: "Associate Professor in Spatio-Temporal Data Visualization", "R&D Unit [name of the Unit] Chair in Spatio-Temporal Data Visualization"

3.2. Job category

The job career and category of the position must be given. The eligible careers are the Research Career and equivalent (for private Institutions) and the University and Polytechnic Teaching Careers, as following:

- Research Career (*ECIC, DL 124/99*): Assistant Researcher, Principal Researcher, Coordinating Researcher.
- University Professor (*ECDU, DL 205/2009*): Assistant Professor, Associate Professor, Full Professor.

- Polytechnic Professor (*ECPDESP, DL 207/ 2009)*: Adjunct Professor, Coordinating Professor, Principal Coordinating Professor.

Ex.: Associate Professor (Professor Associado)

3.3. Hiring Institution

This field is pre-filled in according to the information provided upon registration.

3.4. Additional Host Institutions

The maximum number of additional Host Institutions per position is 3. To be selected from the list of additional Host Institutions added in section "Additional Host Institutions" for the specific position.

3.5. Publication date of the call

The expected period for the publication of the Call for the FCT-Tenure positions for recruitment by the Hiring Institution must be chosen from a quarter between Q3 2023 and Q3 2025[2]. Any Calls opened by the Hiring Institution after July 31, 2023, are eligible for co-funding by FCT-Tenure. **The reference date is the publication date of the Call announcement** (*Edital*).

The Hiring Institution will only be eligible for the 2nd Edition of the FCT-Tenure if all the Calls to fill positions selected for FCT-Tenure (1st Edition) co-funding are opened until July 31, 2025.

4. Scientific Area

For the FCT-Tenure position to be hired, information related to its scientific area should be indicated. Appendix I contains all scientific Domains, Areas, and Subareas.

Please choose according to the areas of the position for which a PhD holder will be recruited. The choice of the scientific area and subarea will determine the Evaluation Panel in which the position will be assessed. **If the scientific area and subarea do not match the position's description, the position will be considered non-assessable.**

4.1. Scientific Domain

Ex.: Social Sciences

4.2. Scientific Area

Ex.: Social and Economic Geography

4.3. Scientific Sub-area

Ex.: Cultural and Economic Geography

4.4. Field(s) description

It should be included the disciplinary area or scientific area of the position, as well as other preferred research areas to be indicated in the job announcement.

Ex.: Human and Social Geography, Cartography, and Geoinformatics

4.5. Position's alignment with SDGs of the United Nations 2030 Agenda

This field is optional.

To be chosen between zero and three Sustainable Development Goals of the United Nations 2030 Agenda that match this specific position.

5. Chairs [Cátedras]

This field is optional and is intended to describe synergies between the FCT-Tenure and other funding sources and the society, either from academic or non-academic entities.

The Hiring Institution can indicate if the proposed positions will benefit from additional co-funding and/or share of responsibilities from UI / LA or non-academic institutions.

Chair

| Research unit/Associate laboratory chair | Non-academic chair |

5.1. Research Unit / Associate Laboratory Chair

In case the position is a Research Unit / Associate Laboratory Chair, please provide the following:

5.1.1. Name of the Host Research Unit / Associate Laboratory

Select from the list of Additional Host Institutions.

5.1.2. Submit a Commitment Declaration

Upload the declaration that should mention the co-funding level, when applicable.

The level of co-funding should be between 0 and 33% for the first 3-years period for any selected career (research or teaching), and this should be introduced in the next field of the form. In the case of the research career, the level of co-funding can be between 0 and 66% in the second 3-years period. The percentage of co-funding by the RU/AL in the second 3-year period must also be mentioned in the Commitment Declaration.

5.1.3. Identify the co-funding percentage in the first 3-years period (0-33%)

Level of co-funding for the specific position that will be provided by the Research Unit / Associate Laboratory during the first 3 years (between 0% and 33%).

Chair

Research unit/Associate laboratory chair	Non-academic chair

Name of the host Research unit/Associate laboratory
From the list of additional host institutions.
Centro de Investigação Interdisciplinar Egas Moniz

Commitment declaration
The declaration should mention the co-funding level when applicable.

⬆ Drag or select a file

PDF file formats only (max. 3MB)

Co-funding %
For the 1st three-year period (0-33%)

5.2. Non-academic Chair

In case the position is a Non-academic Chair, please provide the following:

5.2.1. Name of the non-academic Host Institution

To be selected from the list of Institutions registered in the FCT's Science & Technology Portal / PCT.

For institutions not yet registered on the PCT, you may use the Institution Pre-Registration (*Registo de Instituições*). The update will take up to two working days.

5.2.2. Submit a Commitment Declaration

The declaration (in English) should mention the co-funding level from the non-academic Host Institution. The minimum co-funding for a specific position by the non-academic Institution is 33% and must last at least 3 years. The declaration should also contain relevant information regarding the non-academic Host Institution and how the hiring institutions will share the responsibility for the specific position.

Chair

Research unit/Associate laboratory chair	Non-academic chair

Name of the non-academic Host institution
To be selected from the list of Institutions registered in the FCT's Science & Technology Portal/PCT. For institutions not yet registered in the PCT, please use the Institution Pre-Registration at Portal PCT (Registo de Instituições). The update may take up to 2 working days.

Commitment declaration
The declaration should mention the co-funding level when applicable.

⬆ Drag or select a file

PDF file formats only (max. 3MB)

6. Position Details and Rationale

This section is dedicated to explaining the details of the position and its rationale.

6.1. Job description, scientific profile, and rationale (max. 5.000 characters)

Provide a detailed description of the tasks to be assigned to the prospective employee and the scientific profile required by the Hiring and additional Host Institutions (if applicable), as well as the rationale for the need to hire for the indicated scientific area. Please detail the relevance of the scientific profile of the proposed position in the context of the state-of-the-art for the respective scientific subarea(s) and the context of the involved Institution(s).

6.2. Benefits and resources offered to the selected candidate (max. 2.000 characters)

Detail the specific benefits and resources to be offered to the selected candidate in the context of this position, including those provided by the Hiring and additional Host Institutions (if applicable), namely the Research Unit or Associate Laboratory (if applicable), but also, whenever relevant, the Faculty or Department associated with this position. In the case of a non-academic Chair, this section should also detail any additional benefits provided by the non-academic Institution.

6.3. Context, expected impact, and relevance of the scientific profile (max. 3.000 characters)

Detail the context, expected impact, and relevance of the scientific profile on the fulfilment of the scientific strategies of:
  i. the Hiring Institution (outlined in the "Institutions information" section).
  ii. the Research Unit and/or Associate Laboratory, if applicable.
  iii. the Faculty or Department associated with this position, if applicable and relevant.
  iv. the non-academic entity associated with this position, if applicable.
  v. relation with other positions proposed in this FCT-Tenure application, if applicable.

After completing the information concerning a position proposed, a list of positions that are already in the application will become available. From this list, it is possible to edit and complete the information or remove the positions filled in the application form.

Other positions intended to be proposed may be added by selecting "Add position".

Positions

- Assistant Researcher	- Assistant Professor	- Adjunct Professor
- Principal Researcher	**1** Associate Professor	- Coordinating Professor
- Coordinating Researcher	- Full Professor	- Principal Coordinating Professor

Id	Job category	Additional host institution	Chair		
1	Associate Professor	ADVANCE, Centro de Investigação Avançada em Gestão do ISEG	-	☑ Edit	⊗ Remove

+ Add position

STATEMENT OF COMMITMENT

After completing the application form and before validating and submitting it, you must agree with the Statement of Commitment by ticking the box at the bottom of the screen.

The hiring institution declares that:

- Is aware of the provisions contained in the Scientific Employment Regulation (REC, regulation no. 607-A/2017 of November 22, in its current wording).

- Subscribe to the content regarding the position's information, namely the proposed hiring strategy to stabilize careers and attract and retain talent, as well as the remaining information of the application.

- Meet the necessary and sufficient conditions for the fulfilment of the proposed hiring strategy to stabilize careers and attract and retain talent, including opening calls for the positions funded by this Programme, following the terms of the submitted positions.

Statement of commitment

The hiring institution declares that:
- Is aware of the provisions contained in the Scientific Employment Regulation (REC, regulation no. 607-A/2017 of November 22, in its current wording);
- Subscribe to the content regarding the position's information, namely the proposed hiring strategy to stabilize careers and attract and retain talent, as well as the remaining information of the application;
- Meet the necessary and sufficient conditions for the fulfillment of the proposed hiring strategy to stabilize careers and attract and retain talent, including opening calls for the positions funded by this Programme, following the terms of the submitted positions.

☐ By marking this checkbox the principal contractor expresses its agreement with the terms listed.

VALIDATE AND SUBMIT

The last step for submission of the application is the validation of the application form and submission.

⚠	Hiring institution	Profile of the research staff indicators are missing.
⚠	Positions	You must indicate at least one position for the institutions: 3 em Pipa - Associação de Criação Teatral e Animação Cultural; ACHAR - Associação de Agricultores de Charneca.
⚠	Statement of commitment	You must agree to the terms of the statement of commitment.

Submit application

On this screen, messages of error will appear in case mandatory fields are not completed or incorrectly are filled in. In order to proceed with the submission, completion and correction of those situations, according to the messages shown, must be done.

Validate and submit

ⓘ The following validation list indicates the mandatory fields that are not filled in or are filled in incorrectly. In order to proceed with the submission of your application, please complete and/or correct these situations according to the indicated message.

✅ **No errors or warnings. Application form ready for submission.**

Submit application

When all the errors in the application form are solved, the submission of the application will become possible. An email with the information "You successfully submitted your application with the reference "2023.0001.TENURE" for the Call FCT-TENURE" will be sent.

During the application period, the Hiring Institution representative may reopen, edit and resubmit the application as many times as they want. To reopen the application, go to 'My Applications', select the reference and edit (see the image below). At the end, the revised application should be resubmitted to replace the former version. **Remember to resubmit the application within the Call deadline.**
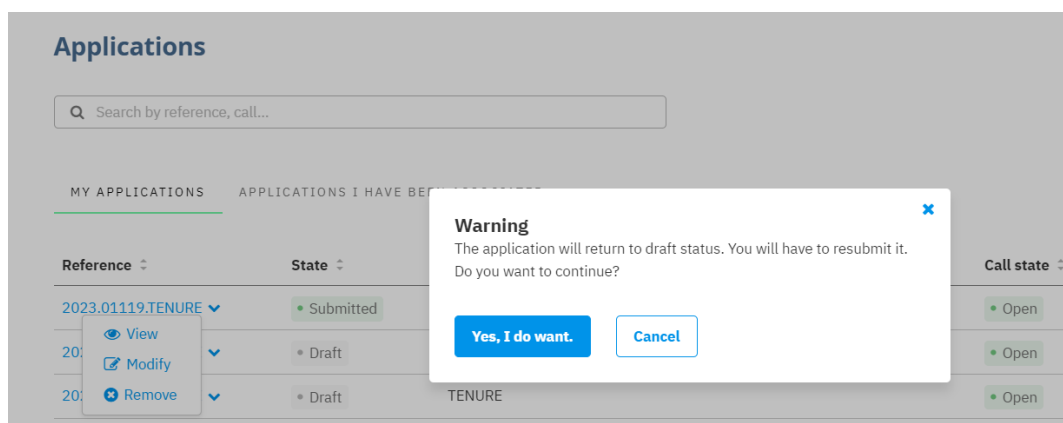
APPENDIX I – SCIENTIFIC DOMAINS: MAIN AND SECONDARY SCIENTIFIC AREAS, CORRESPONDING SUBAREAS

This Appendix lists the main and secondary scientific areas, and the corresponding subareas, adapted from the OECD´s revised Field of Science and Technology Classification - FOS.

Main Scientific Area	Secondary Scientific Area	Subarea
Exact Sciences	Mathematics	Pure Mathematics
		Applied Mathematics
		Statistics and Probability
		Other, please specify:
	Computer and Information Sciences	Computer Sciences
		Information Sciences
		Bioinformatics
		Informatics
		Other, please specify:
	Physical Sciences	Atomic, Molecular and Chemical Physics
		Condensed Matter Physics
		Particles Physics
		Nuclear Physics
		Fluids and Plasma Physics
		Optics
		Acoustics
		Astronomy
		Other, please specify:
	Chemical Sciences	Organic Chemistry
		Inorganic Chemistry
		Physical Chemistry
		Polymer Science
		Electrochemistry
		Colloid Chemistry
		Analytical Chemistry
		Nuclear Chemistry
		Medicinal Chemistry
		Other, please specify:

Main Scientific Area	Secondary Scientific Area	Subarea
Natural Sciences	Earth and Environmental Sciences	Geosciences, Multidisciplinary
		Mineralogy
		Palaeontology
		Geochemistry
		Geophysics
		Geology
		Physical Geography
		Volcanology
		Meteorology and Atmospheric Sciences
		Oceanography
		Hydrology and Water Resources
		Other, please specify:
		Climatic Research
		Climate Change
		Environmental Management
		Ecotoxicology
		Environmental Monitoring and Impact
		Natural Resources and Sustainability
		Waste Management and Valorisation
		Water and pollution
		Other, please specify:
	Biological Sciences	Cell Biology
		Biochemistry
		Biochemical Research Methods
		Microbiology
		Molecular Biology
		Biophysics
		Genetics and Heredity
		Reproductive Biology
		Virology
		Developmental Biology
		Other, please specify:
		Plant Sciences and Botany
		Zoology, Ornithology, Entomology
		Marine Biology, Freshwater Biology and Limnology
		Ecology
		Biodiversity Conservation
		Biology (Theoretical, Mathematical)

Main Scientific Area	Secondary Scientific Area	Subarea
Natural Sciences	**Biological Sciences**	Evolutionary Biology
		Behavioural Sciences Biology
		Mycology
		Other, please specify:

Main Scientific Area	Secondary Scientific Area	Subarea
Engineering and Technology	**Civil Engineering**	Civil Engineering
		Architecture Engineering
		Construction Engineering
		Transport Engineering
		Municipal and Structural Engineering
		Other, please specify:
	Electrical Engineering, Electronic Engineering, Information Engineering	Electrical and Electronic Engineering
		Robotics
		Automation and Control Systems
		Communication Engineering and Systems
		Telecommunications
		Computer Hardware and Architecture
		Other, please specify:
	Mechanical Engineering	Mechanical Engineering
		Applied Mechanics
		Thermodynamics
		Aerospace Engineering
		Nuclear Engineering
		Audio Engineering and Reliability Analysis
		Engineering Systems
		Renewable Energies
		Other, please specify:
	Chemical Engineering	Chemical Engineering
		Chemical Process Engineering
		Other, please specify:
	Materials Engineering	Materials Engineering
		Ceramics
		Coating and Films
		Composites
		Paper and Wood
		Textiles
		Other, please specify:
	Medical Engineering	Medical Engineering and Biomedical Engineering
		Laboratory Technology
		Other, please specify:
	Environmental Engineering	Environmental Engineering
		Geotechnics
		Petroleum Engineering, Energy and Fuels
		Remote Sensing
		Mining and Mineral Processing
		Geological Engineering
		Marine Engineering, Sea Vessels

Main Scientific Area	Secondary Scientific Area	Subarea
Engineering and Technology	**Environmental Engineering**	Ocean Engineering
		Other, please specify:
	Environmental Biotechnology	Environmental Biotechnology
		Bioremediation, Diagnostic Biotechnologies (DNA Chips and Biosensing Devices) in Environmental Management
		Environmental Biotechnology related Ethics
		Other, please specify:
	Industrial Biotechnology	Industrial Biotechnology
		Bioprocessing Technologies, Biocatalysis and Fermentation
		Bioproducts, Biomaterials, Bioplastics, Biofuels, Bio-derived Bulk and Fine Chemicals and Bio-derived Novel Materials
		Other, please specify:
	Nanotechnology	Nanomaterials
		Nanoprocesses
		Nano-Optics and Nanophotonics
		Modelling at Nanoscale
		Other, please specify:

Main Scientific Area	Secondary Scientific Area	Subarea
Medical and Health Sciences	Basic Medicine	Anatomy and Morphology
		Human Genetics
		Immunology
		Neurosciences
		Pharmacology
		Toxicology
		Physiology
		Pathology
		Oncobiology
		Other, please specify:
	Clinical Medicine	Andrology
		Obstetrics and Gynecology
		Paediatrics
		Cardiac and Cardiovascular System
		Peripheral Vascular Disease
		Haematology
		Respiratory Systems
		Critical Care Medicine and Emergency Medicine
		Anaesthesiology
		Orthopaedics
		Surgery
		Radiology, Nuclear Medicine and Medical Imaging
		Transplantation
		Dentistry, Oral Surgery and Medicine
		Dermatology
		Infectious Diseases
		Allergology
		Rheumatology
		Endocrinology and Metabolism
		Gastroenterology and Hepatology
		Urology and Nephrology
		Oncology
		Ophthalmology
		Otorhinolaryngology
		Psychiatry
		Clinical Neurology
		Geriatrics and Gerontology
		General and Family Medicine

Main Scientific Area	Secondary Scientific Area	Subarea
Medical and Health Sciences	**Clinical Medicine**	Internal Medicine
		Integrative and Complementary Medicine
		Other, please specify:
	Health Sciences	Tropical Medicine
		Parasitology
		Health Care and Services
		Health Services and Policies
		Nursing
		Nutrition, Dietetics
		Public Health and Environmental Health
		Epidemiology
		Occupational Health
		Sport and Fitness Sciences
		Social Biomedical Sciences
		Medical Ethics
		Addiction
		Other, please specify:
	Medical Biotechnology	Health-related Biotechnology
		Technologies involving the Manipulation of Cells, Tissues, Organs or the Whole Organism
		Gene-based Diagnose and Therapies
		Biomaterials
		Medical Biotechnology related Ethics
		Other, please specify:

Main Scientific Area	Secondary Scientific Area	Subarea
Agricultural Sciences	**Agriculture, Forestry and Fisheries**	Agriculture
		Forestry
		Fishery
		Soil Science
		Horticulture and Viticulture
		Agronomy, Plant Breeding and Plant Protection
		Other, please specify:
	Animal and Dairy Science	Animal and Dairy Science
		Husbandry
		Pets
		Other, please specify:
	Veterinary Science	Veterinary Science
		Other, please specify:
	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, please specify:

Main Scientific Area	Secondary Scientific Area	Subarea
Social Sciences	**Psychology**	Criminal Psychology
		Social and Organizational Psychology
		Cognitive Psychology and Neuropsychology
		Clinical Psychology
		Psychology of Development and Learning
		Educational Psychology
		Community and Health Psychology
		Other, please specify:
	Economics and Business	Economics
		Business and Management
		Other, please specify:
	Educational Sciences	General Education (including Training, Pedagogy, Didactics)
		Special Education (to gifted persons, those with learning disabilities)
		Other, please specify:
	Sociology	Sociology
		Demography
		Anthropology
		Ethnology
		Social Topics (women´s and gender studies, social issues, family studies, social work)
		Other, please specify:
	Law	Public Law
		Criminal Law
		Private Law
		European and International Law
		Human Rights
		Other, please specify:
	Political Sciences	Political Science
		Military Sciences
		Compared Politics
		Political Theory
		International Relations
		Public Policy
		European Studies
		Other, please specify:
	Social and Economic Geography	Environmental Sciences (social aspects)
		Cultural and Economic Geography

Main Scientific Area	Secondary Scientific Area	Subarea
Social Sciences	**Social and Economic Geography**	Urban Studies (planning and development)
		Transport Planning and Social Aspects of Transport
		Other, please specify:
	Media and Communications	Journalism and Media
		Documental and Information Sciences
		Other, please specify:

Main Scientific Area	Secondary Scientific Area	Subarea
Humanities	History and Archaeology	Ancient History
		Medieval History
		Modern History
		Contemporary History
		History of Science and Technology
		Other, please specify:
		Prehistory and Archaeology
		Other, please specify:
	Languages and Literature	Literature
		Portuguese Studies
		Romanic Studies
		Anglophone Studies
		Classical Studies
		Asian and African Studies
		Germanic Studies
		Linguistics
		Other, please specify:
	Philosophy, Ethics and Religion	Epistemology in Philosophy of Science
		Methaphysics and Philosophical Anthropology
		Philosophy of Art
		Logic
		History of Philosophy
		Ethics and Political Philosophy
		Theology and Religion Philosophy
		Other, please specify:
	Arts	Fine Arts
		Musicology
		Visual Performative Arts (Cinema, Television, Drama, Dance, etc.)
		Art History
		Conservation and Restauration
		Museology
		Other, please specify:
		Architecture
		Urbanism
		Design
		Cultural Heritage
		Other, please specify: