

Opening of the Call for the Award of 1 Research Grant (BI) for Students

Summary of the Announcement

A call is now open (reference **GriefDiff/017/BI/2025**) for the award of 1 (one) Research Grant (BI) (as per point 5 of the notice) within the scope of the project “Understanding and Responding to Grief-Related Needs: A Differentiated Community Approach” (Project Reference: SR25-00397), through the Applied Psychology Research Center Capabilities & Inclusion – APPsyCI, funded by Fundação La Caixa.

1. Scientific Area

Psychology

2. Funding

Fundação La Caixa (Project Reference: SR25-00397).

3. Candidate Profile

Mandatory requirements

- a) Bachelor’s and Master’s degree in Psychology, or Integrated Master’s degree in Psychology, with a final classification equal to or higher than 13 (out of 20).
- b) Candidates must be enrolled, or meet the conditions to enroll, in a master’s or doctoral programme, or in a non-degree-granting course.
- c) Proficiency in written and spoken Portuguese and English.

Preferred factors:

Preference will be given to candidates who have:

Professional experience in the field of grief or a related area;

Professional experience in clinical contexts with older adults;

Experience in research activities, including participation in projects or quantitative data analysis (e.g., JASP, Jamovi, SPSS, R, or similar software);

Experience in social media management;

Experience in preparing manuscripts.

4. Mandatory Requirements for Admission to the Call

Eligible candidates must cumulatively meet the following requirements:

- a) Hold a completed Master’s degree by the application submission deadline.
- b) Submit the following documents as part of the application:

- 1) Master’s degree certificate with final classification.

If the applicant holds an Integrated Master's degree awarded by an institution that does not issue certificates/diplomas showing separate final grades for the 1st (bachelor's) and 2nd (master's) cycles, a detailed certificate listing the grades (and corresponding ECTS credits) for all course units of the Integrated Master's must also be submitted (as per note 5 of point 12 of this notice).

2) Detailed Curriculum Vitae (CV).

3) Motivation Letter explaining the reasons for the application and outlining future career plans (maximum 2 pages).

Only candidates who can prove completion of the master's degree by the application deadline will be admitted. If the diploma is not yet available, a declaration of honour confirming completion of the required qualifications and stating that the master's certificate will be dated within the application period will be accepted. The award of the grant is always conditional on presentation of the required academic qualifications.

If the degree was awarded by a foreign higher education institution, it must be recognized by a Portuguese higher education institution, and the final grade converted to the Portuguese grading scale, in accordance with Decree-Law no. 66/2018 of August 16 and Decree-Law no. 60/2018 of August 3.

If the candidate has applied for, but is still awaiting, recognition of foreign academic degrees, a declaration of honour stating that the recognition has been requested (and dated within the application period) may be submitted.

Recognition of foreign degrees and conversion of final classifications to the Portuguese grading scale can be requested from any public higher education institution in Portugal or from the Directorate-General for Higher Education (DGES) (for automatic recognition only). See: <http://www.dges.gov.pt>

5. Requirements for Grant Contract Signature

The selected candidate must be enrolled in a doctoral or master's programme, or in a non-degree-granting course integrated into the educational project of a higher education institution, developed in association or cooperation with one or more R&D units, at the time of signing the grant contract.

For degrees issued by foreign higher education institutions, if the candidate submitted a declaration of honour committing to obtain recognition of the degree by the application deadline, they must present proof of such recognition before signing the contract.

To conclude the grant contract, it may also be necessary to submit the personal data form, Ciência ID, a copy of the identification document, and a declaration of exclusive dedication.

Providing false statements will result in cancellation of the application and may lead to further legal consequences.

6. Work Plan

This project investigates differentiated responses to grief in older adults, testing a three-level community-based model (grief literacy; individual self-help; and moderated self-help groups). Using a mixed-methods design (quantitative–qualitative), it will assess the effectiveness of tailored interventions based on need/risk, predictors of adherence, and participant experience, producing evidence applicable to real-world contexts through a partner association. Expected results include a scalable intervention framework, a toolkit for community organizations, and public policy recommendations, as well as scientific and community dissemination outputs.

Tasks associated with this position include support in all research phases and other activities aligned with the project's objectives, including:

- Recruitment of participants in coordination with community partners and local services;
- Support in screening and initial assessment, informed consent, ethical and anonymization procedures;
- Logistical preparation and support for implementation of the three intervention conditions (literacy sessions, onboarding and support for the self-help platform, and moderated groups), including accessible/offline alternatives;
- Monitoring participation and adherence (attendance records, platform metrics, response to reminders), and follow-up contact with participants;
- Data processing, organization, and management; support in data curation, quality, and security;
- Quantitative and qualitative data analysis (e.g., statistical processing and thematic analysis support), and preparation of technical reports;
- Support in producing accessible and culturally appropriate communication materials (leaflets, website, messages) in co-design with the partner association;
- Contribution to manuscript preparation, conference presentations, public dissemination activities, and to the development of the toolkit and policy recommendations;
- Administrative and project management support, including planning, scheduling, and liaison with the team and partners.

7. Applicable Legislation and Regulations

Law no. 40/2004 of August 18, updated by Decree-Law no. 123/2019 of August 28 (Statute of the Scientific Research Fellow – EBI);

Regulation no. 950/2019 of November 29, published in Diário da República no. 241, 2nd Series, December 16 (FCT Research Grants Regulation – RBI);

Decree-Law no. 66/2018 of August 16 (Legal regime for recognition of foreign higher education degrees and diplomas);
Regulation for Scientific Research Grants of ISPA – Instituto Universitário;
and other applicable regulations.

8. Place of Work and Scientific Supervision

The grant contract will be signed with ISPA, CRL (contracting entity).
The work will be carried out at the Applied Psychology Research Center Capabilities & Inclusion – APPsyCI (host institution), at ISPA – Instituto Universitário, and, when necessary, at other locations required for the execution of the work plan, under the scientific supervision of Professor David Neto, Ph.D.

9. Duration of the Grant

The grant will have a duration of 12 months, starting in December 2025, and may be renewed for additional periods up to the maximum duration of the project, subject to budget availability and the limits set out in Article 6(4) and (5) of the FCT Research Grant Regulation.

10. Remuneration and Other Components

The monthly maintenance allowance, for full-time functions, is €1,309.64, in accordance with the table of values of grants awarded directly by FCT, I.P. in Portugal (https://www.fct.pt/wp-content/uploads/2025/02/Tabela_valores_SMM_2025.pdf), subject to applicable updates, and will be paid monthly by bank transfer.
The grantee will be covered by personal accident insurance, and, if not covered by any social protection scheme, may ensure access to social security under the voluntary social insurance scheme (Decree-Law no. 40/89 of February 1; Article 10 of the EBI).

11. Submission of Applications

The call is open from **22 October 2025 until 23:00 (Lisbon time) on 4 November 2025**.
Only applications submitted and received within the deadline will be considered.

Applications must be submitted by email to **candidaturas.investigadores@ispa.pt** (**cc: dneto@ispa.pt**), with the subject line indicating **the reference GriefDiff-SR25-00397**.

Applications must include the following documents (as per point 4):

a) Copy of the Master's certificate/diploma with final classification;

If holding an Integrated Master's degree without separated grades, an additional detailed transcript (with ECTS) must be included.

If applicable, and per point 4, proof of degree recognition and conversion of final grade for foreign qualifications—or a declaration of honour stating that recognition has been requested within the application period;

b) Detailed Curriculum Vitae;

c) Motivation Letter (maximum 2 pages).

All documents must be attached in PDF format.

Applications that are incorrectly submitted or do not prove compliance with the required conditions may be excluded.

False statements will be legally sanctioned.

12. Evaluation Criteria and Selection Methodology

The selection method will follow the criteria defined below.

The evaluation and selection of candidates will be based on the assessment of the candidates' curriculum vitae and an interview.

12.1 Curriculum Evaluation

The evaluation process consists of two successive phases:

Phase 1 – Evaluation of the candidate's merit based on the submitted documents;

Phase 2 – Interview.

Phase 1

Phase 1 will focus on the assessment of the candidate's merit according to the following weighted criteria:

Criterion A: Academic qualifications, based on the final classification shown on the Bachelor's and Master's certificates or on the Integrated Master's certificate (20%);

Criterion B: Previous experience in intervention/research activities in the project's scientific area (65%);

Criterion C: Motivation and interest in the area, as reflected in the motivation letter (15%).

Applications will be graded on a 0.00–20.00 scale.

The final score for Phase 1 will be calculated as:

$$\text{Phase 1} = (A \times 20\%) + (B \times 65\%) + (C \times 15\%)$$

Phase 2

The three candidates with the highest scores in Phase 1 (in descending order) will be admitted to Phase 2 – Interview.

The interview aims to explore: the candidate's motivation; their knowledge of the information presented in the motivation letter and CV; theoretical and methodological understanding of the project area; project management skills; communication ability (including English proficiency); and professional attitude and pro-social behaviour.

Each criterion will be rated on a 0.00–20.00 scale by the members of the Selection Panel.

The final classification of candidates admitted to Phase 2 will be obtained using the formula:

$$\text{Final Classification} = (\text{Phase 1} \times 50\%) + (\text{Phase 2} \times 50\%)$$

In case of a tie, candidates will be ranked according to the following order of precedence:

Phase 2 – Interview;

Phase 1 – Criterion B (previous experience);

Criterion A (academic qualifications);

Criterion C (motivation letter).

If none of the candidates demonstrate the appropriate or necessary competences for the position and work plan, even if fulfilling all admission requirements, the Jury reserves the right not to award the research contract.

Notes for Criterion A in Phase 1:

The final average for pre- or post-Bologna Bachelor + Master paths is the simple arithmetic mean of both final grades.

For Integrated Master's degrees where institutions do not separate grades by cycle, the overall final grade is considered.

If an Integrated Master's and a second-cycle Master's are both presented, the Integrated Master's grade will prevail.

If more than one Master's (or Integrated Master's) degree of equivalent credit value is presented, the Jury will decide which one(s) are most relevant to the work plan for evaluation under Criterion A; others may count toward Criterion B.

When certificates issued by Portuguese institutions do not show the final grade, the Jury will assign the minimum passing grade (10/20).

The same minimum grade applies when a declaration of honour is submitted confirming completion of the Master's degree (see point 4).

The same minimum grade applies when foreign degrees are not yet officially recognized or converted to the Portuguese grading scale (see point 4).

If no candidate demonstrates the required skills or aptitudes, despite meeting the admission criteria, the Selection Panel reserves the right not to award the contract.

13. Composition of the Jury

President: David Neto, Assistant Professor, ISPA – Instituto Universitário

Effective Member: Alexandra Coelho, Assistant Professor, ISPA – Instituto Universitário

Effective Member: Sara Albuquerque, Assistant Professor, Universidade Lusófona Universitário

Substitute Member: Miguel Barbosa, Assistant Professor, Faculty of Psychology, University of Lisbon

Substitute Member: Maria João Vargas-Moniz, Assistant Professor, ISPA – Instituto Universitário

14. Communication of Results

All candidates will be notified of the minutes concerning the evaluation process by email, sent to the address provided for this purpose, with confirmation of receipt.

Notifications will be made by email under Articles 112(1)(c) and 113(5) of the Administrative Procedure Code (CPA).

15. Deadlines and Procedures for Prior Hearing, Complaint, and Appeal

After publication of the provisional results list, candidates have 10 working days to comment during the prior hearing period, under Articles 121 et seq. of the Administrative Procedure Code.

The final decision will be issued after the analysis of any comments received.

Once notified of the final decision, the selected candidate has 10 working days to formally accept the grant in writing. Failure to do so without justified reason will be considered a withdrawal of the grant.

An administrative complaint may be submitted within 15 working days, or an appeal to the highest executive body of the funding entity within 30 working days, counted from the date of notification.

If the selected candidate declines or withdraws, the Jury may offer the grant to the next candidate(s) on the final ranking list.

16. Grant Contract Model and Final Report

The model for the grant contract, as well as the templates for the final report to be prepared by the grantee and by the supervisor, and the corresponding evaluation criteria, are available in the Regulation for Scientific Research Grants of ISPA – Instituto Universitário (Annexes 2, 3, 4 and 5) at:

https://intranet.ispa.pt/sites/default/files/users/531/rg102_bols_invest_cient_v4.0.pdf

17. Publication of the Call Notice

This notice is published:

- a) On the EURAXESS platform, in both Portuguese and English;
- b) On the ISPA website, in both Portuguese and English;
- c) On ISPA's social media channels.

18. Non-Discrimination and Equal Access Policy

ISPA actively promotes a policy of gender equality, diversity, and inclusion, ensuring the prevention of all forms of discrimination.

Accordingly, the terms candidate, researcher, PhD holder, and similar expressions are gender-neutral in this document.

Under Decree-Law no. 29/2001 of February 3, candidates with disabilities have preference in equal-ranking situations, which prevails over any other legal preference.

Candidates must declare, under honour, their degree of disability, type of impairment, and communication/expression methods to be used during the selection process, in accordance with the above-mentioned legislation.

19. Personal Data Protection

By applying, candidates provide the information and consent necessary for the processing of personal data for the sole purpose of collecting and integrating it into the database of this selection process, for as long as the procedure lasts, in compliance with the General Data Protection Regulation (GDPR).

Documents submitted within this procedure constitute administrative documents, and access to them will be governed by Law no. 26/2016 of August 22, as currently amended.