

Notice of Call for Applications for the Award of One Research Grant (BI) for Students

Summary of the Announcement

A call for applications is open (reference GriefDiff/023/BI/2026) for the award of one (1) Research Grant (BI), as specified in Section 5 of the call, 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 the La Caixa Foundation.

1. Scientific Field

Psychology.

2. Funding

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

3. Candidate Profile

Mandatory Requirements

- a) A Bachelor's degree and a Master's degree in Psychology, or an Integrated Master's degree in Psychology, with a final grade of 13 or higher (on the Portuguese 0–20 grading scale).
- b) Candidates must be enrolled, or meet the conditions for enrolment, in a Master's or Doctoral programme, or be enrolled in a course that does not award an academic degree.
- c) Proficiency in spoken and written Portuguese and English.

Preferred Qualifications

Preference will be given to candidates with:

- 1. Professional experience in the field of grief or a related area.
- 2. Professional experience in clinical settings working with older adults.
- 3. Experience in research activities, including participation in research projects or quantitative data analysis (e.g., using JASP, Jamovi, SPSS, R, or similar software).
- 4. Experience in social media management.
- 5. Experience in manuscript preparation.

4. Mandatory Eligibility Requirements

Eligible candidates must meet all of the following requirements:

- a) Have completed their Master's degree by the application submission deadline.
- b) Submit the following documents as part of their application:
 - 1. Master's degree certificate indicating the final grade.

If the candidate holds an Integrated Master's degree awarded by an institution that does not issue certificates or diplomas specifying the final grades for the first cycle (Bachelor's degree)

and the second cycle (Master's degree) separately, the candidate must also submit a certificate detailing the grades obtained in each curricular unit and the corresponding ECTS credits for the Integrated Master's degree (as specified in Note 5 of Section 12 of this notice).

2. Detailed curriculum vitae (CV).

3. Motivation letter, in which candidates are expected to explain their reasons for applying and their future career plans (maximum of two pages).

Only candidates who can demonstrate that they completed the study cycle leading to a Master's degree by the end of the application period will be admitted.

If candidates do not yet have their certificate of completion, a declaration of honour stating that they have completed the qualifications required for this call will be accepted, provided that the Master's degree certificate or diploma is dated within the application period. The award of the grant is always conditional upon the submission of the mandatory proof of academic qualifications.

If the academic degree was awarded by a foreign higher education institution, it must be recognised by a Portuguese higher education institution, and the final grade must be converted to the Portuguese grading scale, in accordance with Decree-Law No. 66/2018 of 16 August, which establishes the legal framework for the recognition of academic degrees and higher education diplomas awarded by foreign higher education institutions, and Article 4(2)(e) of Decree-Law No. 60/2018 of 3 August.

If the candidate has already applied for recognition of a foreign academic degree but is awaiting its issuance, they may submit a declaration of honour stating that the recognition process has been initiated and that the relevant document will be dated within the application period.

Recognition of foreign academic degrees and diplomas, as well as conversion of the final grade to the Portuguese grading scale, may be requested from any Portuguese public higher education institution or from the Directorate-General for Higher Education (DGES, for automatic recognition only).

For further information, please consult the DGES website: <http://www.dges.gov.pt>.

5. Requirements for the Execution of the Research Grant Agreement

At the time of signing the research grant agreement, the selected candidate must be enrolled in a Doctoral or Master's programme, or in a non-degree-awarding course that forms part of the educational programme of a higher education institution and is developed in association or cooperation with one or more R&D units.

In the case of degrees awarded by foreign higher education institutions, if the candidate submits a declaration of honour stating that recognition of the degree will be obtained by the end of the

application period, the candidate must provide proof of recognition in Portugal by the date of signing the grant agreement. The recognition document must be dated before the end of the application period, as specified in Section 4 of this notice.

For the execution of the research grant agreement, the candidate may also be required to submit a personal data form, a Ciência ID, a copy of an identification document, and a declaration confirming commitment to carrying out the grant activities under an exclusive dedication regime.

The provision of false statements shall result in the cancellation of the application, without prejudice to the adoption of any other applicable disciplinary or legal measures.

6. Work Plan

This project investigates differentiated responses to grief among older adults by testing a three-tier community-based model (grief literacy; individual self-help; and facilitated self-help groups). Using a mixed-methods design (quantitative and qualitative), the project will evaluate the effectiveness of interventions tailored to participants' needs and risk levels, predictors of engagement, and participants' experiences. It aims to generate evidence applicable in real-world settings through a partner association.

Expected outcomes include a scalable intervention framework, a toolkit for community organisations, and public policy recommendations, as well as scientific publications and research and community dissemination activities.

The tasks associated with this position will include supporting all stages of the research process and other activities aligned with the project's overall objectives, namely:

- Recruiting participants in coordination with community partners and local services.
- Supporting screening and baseline assessments, informed consent, and ethical procedures, including anonymisation.
- Providing logistical support for the implementation of the three intervention conditions (grief literacy sessions, onboarding and support for the self-help platform, and facilitated groups), including accessible/offline alternatives.
- Monitoring participation and engagement (attendance records, platform metrics, and responses to reminders), and conducting follow-up contact with participants.
- Processing, organising, and managing data; supporting data curation, quality assurance, and security.
- Analysing quantitative and qualitative data (e.g., statistical analysis and support for thematic analysis), and preparing technical reports.
- Supporting the production of accessible and culturally appropriate communication materials (leaflets, website content, and messages), through co-design with the partner association.
- Contributing to the preparation of manuscripts, presentations at scientific meetings, public dissemination activities, and the development of the toolkit and policy recommendations.

- Providing administrative and project management support, including planning, scheduling, and coordination with the research team and partners.

7. Applicable Legislation and Regulations

Law No. 40/2004 of 18 August, as amended by Decree-Law No. 123/2019 of 28 August (Statute of the Scientific Research Grant Holder – EBI); Regulation No. 950/2019 of 29 November, published in the Diário da República, No. 241, Series II, on 16 December (the Research Grant Regulations of the Foundation for Science and Technology, currently in force – RBI); Decree-Law No. 66/2018 of 16 August (legal framework for the recognition of academic degrees and higher education diplomas awarded by foreign higher education institutions); the Regulations for Scientific Research Grants of ISPA – University Institute; and any other applicable legislation and regulations.

8. Place of Work and Scientific Supervision

The research grant agreement will be entered into with ISPA, CRL (the contracting entity). The work will be carried out at the Applied Psychology Research Center Capabilities & Inclusion (APPSyCI), based at ISPA – University Institute, and, where necessary for the implementation of the work plan, at other locations.

The research will be conducted under the scientific supervision of Professor David Neto, PhD.

9. Duration of the Grant

The grant is expected to last **12 months, starting in January 2027**. It may be renewed for periods up to the maximum duration of the project, subject to the availability of the project budget and the maximum duration permitted for this type of grant under Article 6, paragraphs 4 and 5, of the Research Grant Regulations of the Foundation for Science and Technology (FCT).

10. Grant Amount and Other Benefits

The grant amount for activities carried out on an exclusive dedication basis is €1,359.64 per month, in accordance with the FCT, I.P. grant value table applicable in Portugal (2026 Grant Value Table (PDF)).

This amount is subject to any applicable updates and will be paid monthly by bank transfer to the grant holder.

The grant holder will be covered by personal accident insurance. If they are not covered by any other social protection scheme, they may secure social security coverage by voluntarily enrolling in the voluntary social insurance scheme, in accordance with Decree-Law No. 40/89 of 1 February and Article 10 of the Statute of the Scientific Research Grant Holder (EBI).

11. Application Submission

The call for applications will be open from **28th October 2026 until 10th November 2026**, at 11:00 p.m. (Lisbon time). Only applications submitted and received within the specified deadline will be accepted.

Applications must be submitted by email to **candidaturas.investigadores@ispa.pt**, with a copy to **dneto@ispa.pt**. The subject line must include the call reference **GriefDiff/023/BI/2026**.

The application must include the following documents, as specified in Section 4:

a) Copies of Master's degree certificates/diplomas showing the final grade.

If the candidate holds an Integrated Master's degree awarded by an institution that does not issue certificates or diplomas specifying the final grades for the first cycle (Bachelor's degree) and the second cycle (Master's degree) separately, they must also submit a certificate detailing the grades obtained in each curricular unit and the corresponding ECTS credits for the Integrated Master's degree (as specified in Note 5 of Section 12 of this notice).

Where applicable, and in accordance with Section 4 of this notice, candidates must provide proof of recognition of their degree if it was awarded by a foreign higher education institution, together with the conversion of the final grade to the Portuguese grading scale.

Alternatively, candidates may submit a declaration of honour stating that recognition has been requested and that the relevant document will be dated within the application period.

b) Detailed curriculum vitae (CV).

c) Personal statement (motivation letter) explaining the reasons for applying and the candidate's future career plans (maximum of two pages).

All documents must be attached in PDF format.

Candidates may be excluded from the selection process if they submit an incorrectly completed application or fail to demonstrate that they meet the requirements specified in this notice.

Any false statements made by candidates will be punishable by law.

12. Evaluation Criteria and Selection Procedure

The selection process will be conducted in accordance with the following criteria.

Applications will be assessed, and candidates selected, based on an evaluation of their curriculum vitae and an interview.

12.1. Curriculum Evaluation

The evaluation process consists of two successive phases:

Phase 1: Assessment of the candidate's merit based on the submitted documents.

Phase 2: Interview.

Phase 1

Phase 1 will assess the candidate's merit according to the following criteria, each with the indicated weighting:

Criterion A: Academic qualifications, based on the final grades stated in the Bachelor's and Master's degree certificates/diplomas, or Integrated Master's degree certificate (20%).

Criterion B: Previous experience in intervention and/or research activities in the scientific field of the project/work plan (65%).

Criterion C: Motivation and interest in the field, as demonstrated in the candidate's motivation letter (15%).

Applications will be evaluated according to these criteria, and candidates will be ranked on a scale of 0.00 to 20.00 points.

The final score for Phase 1 will be calculated using the following formula:

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

Phase 2

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

The interview aims to further assess:

The candidate's motivation;

The candidate's knowledge of the information presented in their motivation letter and CV, particularly their theoretical and methodological knowledge of the project's subject area and work plan;

Project management skills;

Communication skills, including proficiency in English;

Other relevant aspects, such as professional attitude and prosocial behaviour.

Each criterion will be assessed by the members of the Selection Committee on a scale of 0.00 to 20.00 points.

The final score for candidates admitted to Phase 2 will be calculated using the following formula:

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

In the event of a tie, candidates will be ranked according to their scores for each evaluation criterion, in the following order of precedence:

Phase 2 – Interview;

Phase 1 – Criterion B: Previous experience demonstrated in the candidate's CV;

Criterion A – Academic qualifications;

Criterion C – Motivation letter.

If none of the candidates demonstrates the appropriate and/or necessary skills for the position and its corresponding work plan, even if they meet the admission requirements, the Selection Committee reserves the right not to award the grant.

Notes regarding the assessment of Criterion A in Phase 1:

For candidates whose academic qualifications follow either the pre-Bologna or post-Bologna system, the final average for the Bachelor's and Master's degrees will be calculated as the simple arithmetic mean of the final grade obtained in the first cycle (Bachelor's degree) and the final grade obtained in the second cycle (Master's degree).

For Integrated Master's degrees awarded by institutions that do not issue certificates specifying the final grades for the first and second cycles separately, the final grade stated on the degree certificate upon completion of the study cycle will be taken into account.

If an Integrated Master's degree certificate and a pre-Bologna Master's degree or a second-cycle Master's degree certificate are submitted, the final grade of the Integrated Master's degree will be considered.

If more than one equivalent Master's or Integrated Master's degree certificate is submitted (with an equivalent number of ECTS credits), the Selection Committee will decide which degree or degrees are most relevant to the work plan and should therefore be considered under Criterion A. Other degrees may be taken into account under Criterion B.

If the degree certificates issued by Portuguese higher education institutions do not state the final grade, the Selection Committee will assume that the candidate obtained the minimum grade required to be awarded a degree in Portugal, namely 10 out of 20.

If a declaration of honour is submitted confirming completion and award of the Master's degree by the end of the application period, as specified in Section 4 of this notice, the Selection

Committee will assume the minimum grade required for the award of a degree in Portugal, namely 10 out of 20.

If the degree certificates issued by foreign higher education institutions and submitted by the candidate have not been recognised in Portugal and/or the final grade has not been converted to the Portuguese grading scale, as specified in Section 4 of this notice, the Selection Committee will assume the minimum grade required for the award of a degree in Portugal, namely 10 out of 20.

If none of the candidates demonstrates the appropriate and/or necessary skills and competencies for the position and its corresponding work plan, despite meeting all admission requirements, the Selection Committee reserves the right not to award the grant.

13. Composition of the Selection Committee

The Selection Committee will consist of the following members:

- Chair: Professor David Neto, PhD, Assistant Professor at ISPA – University Institute;
- Full Member: Professor Alexandra Coelho, PhD, Assistant Professor at ISPA – University Institute;
- Full Member: Professor Sara Albuquerque, PhD, Assistant Professor at Universidade Lusófona;
- Alternate Member: Professor Miguel Barbosa, PhD, Assistant Professor at the Faculty of Psychology, University of Lisbon;
- Alternate Member: Professor Maria João Vargas-Moniz, PhD, Assistant Professor at ISPA – University Institute.

14. Notification of Results

All candidates will be notified of the minutes relating to the application evaluation process by email, sent to the email address provided for this purpose, with confirmation of delivery. Notifications will be sent by email in accordance with Articles 112(1)(c) and 113(5) of the Portuguese Code of Administrative Procedure (CPA).

15. Deadlines and Procedures for Prior Hearing, Complaints and Appeals

Following notification of the provisional results list, candidates will have 10 working days to submit their comments during the prior hearing procedure, in accordance with Articles 121 et seq. of the Portuguese Code of Administrative Procedure.

The final decision will be issued after the comments submitted during the prior hearing procedure have been reviewed.

Once this decision has been communicated, the selected candidate will have 10 working days to accept the awarded grant in writing. Failure to do so, without a valid reason being provided within the specified period, will be deemed a waiver or withdrawal of the grant.

A complaint against the final decision may be lodged within 15 working days, or an appeal may be submitted to the highest executive body of the funding entity within 30 working days. Both deadlines run from the date of notification of the relevant decision.

If the selected candidate declines the grant or withdraws their intention to accept it, the Selection Committee may notify and award the grant to the next-ranked candidate or candidates, where applicable, in accordance with the final ranking list.

16. Research Grant Agreement Template and Final Report

The research grant agreement template, together with the template for the final report to be prepared by the grant holder and the supervisor, and the corresponding evaluation criteria, may be consulted in the Regulations for Scientific Research Grants of ISPA – University Institute (Annexes 2, 3, 4 and 5), available at:

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

17. Publication of the Call for Applications

This call for applications will be published:

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

18. Non-Discrimination and Equal Access Policy

ISPA actively promotes gender equality, diversity and inclusion, taking all appropriate measures to prevent any form of discrimination.

Accordingly, terms such as “candidate”, “researcher”, “doctoral graduate” and similar expressions are not used in this document to refer to the gender of individuals.

Under Decree-Law No. 29/2001 of 3 February, candidates with disabilities are given preference in the event of a tie in evaluation scores, and this preference takes precedence over any other legally established preference.

Candidates must declare, in the application form and under a declaration of honour, their degree of disability, the type of disability, and the communication or expression methods to be used during the selection process, in accordance with the aforementioned legislation.

19. Personal Data Protection

By submitting an application, candidates provide the required information and consent to the processing of their personal data for the specific purpose of collecting and incorporating such data into the database associated with the recruitment procedure, for the duration of that procedure, in accordance with the General Data Protection Regulation (GDPR).

Documents submitted as part of this recruitment procedure constitute administrative documents. Access to these documents will therefore be governed by Law No. 26/2016 of 22 August, as amended.