

PARSUK

Bilateral Research Fund

REGULAMENTO



Edição 2024

Período de Candidatura: 12 de março a 22 de abril de 2024

[Formulário de candidatura disponível no website da PARSUK](#)

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PARSUK

Portuguese Association of Researchers and Students in the United Kingdom

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ERRATA - Regulamento PARSUK Bilateral Research Fund

A Comissão Organizadora da edição de 2024 do programa de bolsas Bilateral Research Fund comunica a **revogação com efeito imediato** do ponto 8 do artigo 7º referente aos “Critérios de Elegibilidade de Candidaturas a Bolsas BRF” na secção IV.

Assim, o Candidato Principal como o(s) Co-Investigador(es) **não têm de ser membros associados da PARSUK** para serem elegíveis para a Candidatura à Bolsa BRF.

Onde se lê:

Secção IV - Projetos de Investigação

Artigo 7º - Critérios de Elegibilidade de Candidaturas a Bolsas BRF

8. Tanto o Candidato Principal como o(s) Co-Investigador(es) devem ser membros associados da PARSUK, subscrevendo o plano “Efetivo Investigador” (investigadores portugueses no Reino Unido) ou “Assoc. Profissional” (investigadores baseados em Portugal, independentemente da sua nacionalidade, e investigadores baseados no Reino Unido que não possuam nacionalidade portuguesa). Para saber mais sobre como aderir, ver: <https://www.parsuk.pt/plans-pricing>.

Leia-se:

Secção IV - Projetos de Investigação

Artigo 7º - Critérios de Elegibilidade de Candidaturas a Bolsas BRF

8. (Revogado)

Os demais itens e especificações do Regulamento, com exceção do que está previsto acima, permanecem inalterados.

27 de Março de 2024,

A Comissão Organizadora Bilateral Research Fund 2024

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Secção I – DISPOSIÇÕES INTRODUTÓRIAS

Artigo 1.º - Objetivo

1. O presente regulamento define os termos em que a *Portuguese Association of Researchers and Students in the United Kingdom* (PARSUK) realiza o programa Bilateral Research Fund (BRF).
2. Define o processo de avaliação para atribuição das bolsas BRF, bem como os critérios de elegibilidade dos respetivos candidatos.

Secção II - PROGRAMA BILATERAL RESEARCH FUND

Artigo 2.º - Definição

1. O programa BRF foi criado em 2020 para apoiar o estabelecimento e o desenvolvimento de vínculos de investigação entre universidades e institutos de investigação no Reino Unido e Portugal.

Artigo 3.º - Objetivos

1. O programa BRF pretende:
 - a. Contribuir para a diplomacia científica nas relações bilaterais entre Portugal e o Reino Unido ao nível da investigação, inovação, desenvolvimento e cultura científica.
 - b. Incentivar o estabelecimento de novas parcerias e fundos de investimento que alavanquem a colaboração com o Reino Unido.
 - c. Facilitar a transferência de conhecimento sobre avanços na ciência e tecnologia entre os dois países.

Secção III - BOLSAS BILATERAL RESEARCH FUND

Artigo 4.º - Definição

1. As bolsas BRF são subvenções atribuídas ao abrigo do programa Bilateral Research Fund.
2. As bolsas BRF incluem uma subvenção máxima de 3.000€ para cada Projeto de Investigação.
3. Devido ao ciclo orçamental, as atividades devem ser concluídas (e os fundos gastos) até ao final de Dezembro do presente ano.
4. O programa BRF dispõe de um Fundo de 15.000€ financiado pela Fundação para a Ciência e Tecnologia (FCT).
5. O Fundo é administrado pelo Conselho Científico da PARSUK.

Artigo 5.º - Objetivos

1. As bolsas BRF são atribuídas com o intuito de:
 - a. Apoiar o estabelecimento e o desenvolvimento de ligações de investigação entre universidades e institutos de investigação no Reino Unido e em Portugal.
 - b. Apoiar as despesas de viagem, alojamento e subsistência associadas às visitas individuais ou em grupo a Portugal (de investigadores sediados no Reino Unido) e/ou ao Reino Unido (para investigadores sediados em Portugal).
 - c. Cobrir custos de investigação em pequena escala, tais como consumíveis de laboratório, licenças de software, ou assistência na recolha e análise de dados.
2. As bolsas não visam a aquisição de equipamento, uma vez que se espera que as instituições de origem dos candidatos já o forneçam, nem podem ser utilizadas para cobrir despesas gerais (*overheads*).

Artigo 6.º - Outras Disposições

1. Cada bolsa BRF é atribuída unicamente a 1 (um) Projeto de Investigação, mediante os resultados da avaliação das candidaturas submetidas.
2. Cada Projeto de Investigação deve ter uma duração total compreendida entre 3 e 6 meses, terminando obrigatoriamente a 31 de Dezembro do presente ano.
3. O programa BRF é seguido pelo Conselho Científico da PARSUK, cuja constituição se encontra publicada no website da PARSUK (ver em <https://www.parsuk.pt/cc>).

Secção IV - PROJETOS DE INVESTIGAÇÃO

Artigo 7.º - Critérios de Elegibilidade de Candidaturas a Bolsas BRF

1. As candidaturas podem ser submetidas por investigadores sediados no Reino Unido ou em Portugal. Cada candidatura deve apresentar 1 (um) Candidato Principal e pelo menos 1 (um) Co-Investigador.
2. São elegíveis para Candidato Principal investigadores em início de carreira baseados numa instituição de investigação em Portugal ou no Reino Unido.
3. O Candidato Principal deve ser doutorado e ainda não deve ter obtido um posto académico permanente.
4. O Candidato Principal deve ter um contrato de trabalho com a instituição de origem que exceda o tempo de vigência da bolsa.

5. Vários Co-Investigadores de ambos os países e de múltiplas instituições podem ser incluídos na candidatura, mas **pelo menos 1 (um) Co-Investigador deve estar sediado no país parceiro** (ex. se o Candidato Principal estiver sediado numa instituição de investigação no Reino Unido, então pelo menos um Co-Investigador deve estar sediado numa instituição portuguesa, e vice-versa).
6. São particularmente encorajadas as candidaturas de projetos que envolvam ativamente outros investigadores em início de carreira (por exemplo, estudantes de doutoramento, investigadores em pós-doutoramento).
7. O requisito de início de carreira não se aplica ao(s) Co-Investigador(es). Ou seja, membros permanentes de uma instituição de investigação podem ser Co-Investigadores do projeto.
8. Tanto o Candidato Principal como o(s) Co-Investigador(es) devem ser membros associados da PARSUK, subscrevendo o plano “Efetivo Investigador” (investigadores portugueses no Reino Unido) ou “Assoc. Profissional” (investigadores baseados em Portugal, independentemente da sua nacionalidade, e investigadores baseados no Reino Unido que não possuam nacionalidade portuguesa). Para saber mais sobre como aderir, ver: <https://www.parsuk.pt/plans-pricing>.

Artigo 8.º - Formalização da Candidatura

1. O prazo de candidatura ao programa de bolsas BRF decorre dentro do prazo definido por este Regulamento (consultar Tabela 1, Anexo 1).
2. A candidatura deve ser redigida em inglês, sendo efetuada através do preenchimento do formulário de candidatura online, cuja estrutura é definida por este Regulamento (consultar Tabela 3, Anexo 3).
3. A candidatura deve ser acompanhada de 2 (duas) cartas de apoio assinadas por cada uma das instituições de modo a confirmar que a candidatura foi aprovada internamente. É da responsabilidade do candidato garantir que cada Diretor de Departamento (ou contraparte apropriada, por exemplo Responsável de Investigação) aprova a candidatura antes da sua submissão.
4. As cartas de apoio devem ser submetidas em formato PDF na secção especificada para esse propósito no formulário de candidatura online.

Artigo 9.º - Avaliação e Seleção de Candidaturas

1. A avaliação e seleção das candidaturas é realizada dentro dos prazos definidos por este Regulamento (consultar Tabela 1, Anexo 1).
2. O Projeto de Investigação pode incluir visitas de investigação em colaboração, reuniões para preparar pedidos de financiamento conjuntos em grande escala ou a organização de eventos conjuntos (ex. simpósios de investigação). Em cada caso, espera-se que o projeto tenha resultados concretos (ex. publicação científica).
3. Aquando da avaliação dos projetos, o Conselho Científico da PARSUK dará preferência aos que preencham os seguintes critérios:
 - a. Projetos que envolvam ativamente investigadores em início de carreira (por exemplo, estudantes de doutoramento, investigadores em pós-doutoramento).

- b. Projetos que envolvam um intercâmbio bilateral (i.e. visitas de investigadores do UK a Portugal e vice-versa).
- c. Projetos que tenham um resultado concreto e mensurável (por exemplo, obtenção de resultados preliminares que sustentem uma candidatura a bolsas de agências de financiamento nacionais ou internacionais, publicações em revistas internacionais com revisão por pares, desenvolvimento de um *software* ou protótipo, prova de conceito para a comercialização da investigação, etc.).
- d. Projetos que abram novas áreas de colaboração, ou que vão significativamente além da investigação já realizada por cada um dos grupos candidatos.
- e. Projetos que sejam viáveis dentro do prazo proposto para a bolsa.
- f. Projetos que requeiram um esforço de investigação contínuo e sustentado (em oposição a uma iniciativa pontual).
- g. Projetos que envolvam vários investigadores sediados no Reino Unido e Portugal.

Artigo 10.º - Constituição do Júri

1. A avaliação e seleção das candidaturas será realizada pelo Conselho Científico da PARSUK. A constituição dos membros do júri é a que está estabelecida por este Regulamento (consultar Tabela 2, Anexo 2).

Artigo 11.º - Validação e Publicação dos Resultados

1. Os resultados serão comunicados via e-mail ao Candidato Principal.
2. A atribuição da bolsa ao Candidato Principal selecionado está dependente de:
 - a. Cumprimento com os pontos citados no Artigo 7.º.
 - b. Aceitação dos termos e condições na submissão do formulário de candidatura.
 - c. Assinatura de Declaração de Compromisso.
3. O anúncio público dos resultados será realizado dentro do prazo definido por este regulamento (consultar tabela 1, anexo 1), através do website da PARSUK e redes sociais.

Artigo 12.º - Obrigações do Candidato Principal

1. O Candidato Principal tem as seguintes obrigações:
 - a. Fornecer informações verdadeiras e completas durante o processo de candidatura.
 - b. Apresentar prova oficial dos documentos submetidos no caso de ser selecionado para a atribuição da bolsa.
 - c. Respeitar as datas mínimas e máximas estabelecidas de início e fim do projeto.
 - d. Elaborar um Relatório Final de fim de projeto e enviar à PARSUK por e-mail até 2 meses após o final do projeto. O relatório deve incluir uma exposição das atividades realizadas e detalhes dos resultados, bem como um orçamento final de despesas.

e. Quaisquer comprovativos de pagamento de despesas efetuadas durante o Projeto de Investigação deverão ser submetidos juntamente com o Relatório Final.

f. Em caso de não apresentação do Relatório Final, juntamente com os comprovativos de pagamento das despesas efetuadas, o Candidato Principal deverá devolver o valor da bolsa transferido previamente na sua totalidade.

Artigo 13.º - Pagamento

1. A PARSUK compromete-se a transferir 70% da bolsa atribuída ao Candidato Principal até 30 (trinta) dias antes da data mínima de início do Projeto de Investigação, reservando-se ao direito de reter inicialmente 30% da bolsa até ao fim do Projeto de Investigação.

2. A quantia retida será transferida para o Candidato Principal uma vez concluído o projeto de investigação e apresentado o respetivo Relatório Final de fim de projeto, juntamente com os comprovativos de pagamento das despesas efetuadas.

Artigo 14.º - Disposições Finais

1. A PARSUK reserva-se ao direito de suspender ou cancelar o pagamento da bolsa a qualquer Candidato Principal que não cumpra com as disposições deste Regulamento.

2. Sem prejuízo do disposto anteriormente, no caso da bolsa BRF ser financiada integralmente por uma entidade externa à PARSUK, a designação da bolsa poderá ser alterada, de forma a mencionar a entidade patrocinadora.

Anexo 1

Tabela 1: Programa de bolsas BRF 2024 – Fases e prazos de candidatura

Fase	Datas
Abertura do período de candidaturas	12 de março de 2024
Fecho do período de candidaturas	22 de abril de 2024
Período de avaliação e seleção de candidaturas	22 de abril - 24 de maio de 2024
Publicação e envio de resultados	26 de maio de 2024
Início do Projeto de Investigação	a partir de 24 de junho de 2024
Conclusão do Projeto de Investigação	até 31 de dezembro de 2024

Anexo 2

Tabela 2: Constituição do Júri BRF 2024

Para a edição de 2024, o júri será constituído pelos seguintes elementos:

- a. **Miguel Rodrigues**, Presidente
- b. **Céu Mateus**, Membro
- c. **Graça Carvalho**, Membro
- d. **Mafalda Dâmaso**, Membro
- e. **Mariana Pinto da Costa**, Membro
- f. **Miguel Jorge**, Membro
- g. **Miguel Monjardino**, Membro
- h. **Raquel Oliveira**, Membro
- i. **Susana Frazão Pinheiro**, Membro
- j. **Teresa Heitor**, Membro
- k. **Luís Lacerda**, Secretário

Anexo 3

Tabela 3: Formulário de candidatura – pode ser encontrado no nosso site em parsuk.pt/brf

Section 1 of 7
PARSUK Bilateral Research Fund 2024 Application Form
<p>The BRF programme aims to contribute to scientific diplomacy in bilateral relations between Portugal and the United Kingdom at the level of research, innovation, development, and scientific culture. This is intended by establishing new partnerships and investment funds that leverage collaboration with the United Kingdom. This approach can help facilitate the exchange of knowledge about scientific and technological advancements between the two countries.</p> <p>If you are an early career researcher and a member of PARSUK based in a research institution in Portugal or in the UK, you can apply for the grants we have available!</p> <p>The calls are now open for applications for PARSUK's BRF Grants Programme, a partnership between Fundação para a Ciência e Tecnologia (FCT) and PARSUK.</p> <p>The call deadline is April 22nd 2024, 5pm.</p> <p>If you require more information about the BRF programme or have any questions about the application process, please send an email to c.professional@parsuk.pt.</p>
PARSUK Associate Member Number (You can find your member number in the "My Account" area of the PARSUK website - https://www.parsuk.pt/account/my-account) _____
Section 2 of 7
Lead Applicant's Details
Full Name _____
Gender _____
Nationality _____
Where is your institution based? _____
ORCID Number _____
University / Institution / Research Centre _____
Organic Unit to which it belongs to, if applied _____
Institution's Address _____
Current Job Role _____
Email Address _____
Contact Number _____
Section 3 of 7
Co-Investigator's Details
Full Name _____
Gender _____

Nationality _____

Where is your institution based? _____

ORCID Number _____

University / Institution / Research Centre _____

Organic Unit to which it belongs to, if applied _____

Institution's Address _____

Current Job Role _____

Email Address _____

Contact Number _____

Section 4 of 7

Research Project Details and Description

Title: _____

Proposed start date: _____

Proposed end date: _____

Amount requested (in Euros) _____

- Field of Research
- Natural Sciences (Mathematics / Computer and Information Sciences / Physics / Chemistry / Earth and Environmental Sciences / Biological Sciences / Other)
 - Engineering and Technology (Civil Engineering / Electrical / Electronic and Computer Engineering / Mechanical Engineering / Chemical Engineering / Materials Engineering / Medical Engineering / Environmental Engineering / Environmental Biotechnology / Nanotechnology / Food Engineering and Technology / Other)
 - Medical and Health Sciences (Basic Medicine / Clinical Medicine / Health Sciences / Medical Biotechnology / Forensic Science / Other)
 - Agricultural and Veterinary Sciences (Agriculture / Forestry and Fisheries / Animal and Dairy Sciences / Veterinary Sciences / Agricultural and Food Biotechnology / Other)
 - Social Sciences (Psychology / Economics and Management / Education Sciences / Sociology / Law / Political Sciences / Social and Economic Geography / Communication Sciences / Other)
 - Humanities and the Arts (History and Archaeology / Languages and Literatures / Philosophy, Ethics and Religion / Arts / Other)

Background, objectives and proposed research activities: provide a description of the initiative that is understandable by a non-expert researcher (i.e. someone who is familiar with the research landscape but is not an expert in your field); please include a brief statement on the added value of the collaboration and how the proposed initiative will contribute to the strengthening of research ties between the United Kingdom and Portugal (max 500 words). _____

Expected outcomes: provide a brief description of expected outcomes (e.g., joint grant submission, publications, etc.). Please be as specific as possible. For example, if you are applying for a grant, specify the name of the call and submission deadline; if you plan to submit one or more publications, specify the target journal(s) (max 100 words). _____

Project management: please provide a brief timetable of planned activities, bearing in mind that assessors will consider the achievability of the project in the timescale you indicate (max 300 words)._____

Cost justification of the support requested: briefly justify what is being requested and how this will assist your project. Bear in mind that the fund should primarily be used to support mobility between the two partner countries (max 200 words)._____

Career development: briefly describe how this grant would aid your future career prospects (max 200 words).____

Expected economic and societal impact: provide a brief description of the contribution that your project can make to society and the economy. For example, if you are aiming to commercialize research, indicate the nature and level of engagement of private-sector partners; if you are planning knowledge-exchange activities, indicate what type of activities and how they add value to non-academic stakeholders, etc (max 100 words)._____

Additional information: please note any other information that will assist the committee in their decision making (e.g. if you have secured co-funding, indicate the respective source(s) here.)_____

Section 5 of 7

Confirmation of Institutional Support

Please upload here the 2 (two) signed letters of support from both institutions to confirm that your application has been approved internally.

Section 6 of 7

Other Information

Is it the first time you are applying for a BRF grant? _____
If not, in what year(s) did you previously apply? _____

How did you learn about the call opening?
Friends / PARSUK's social media / PARSUK's website / PARSUK's newsletter / Other

Section 7 of 7

Terms & Conditions and Data Privacy

Please confirm that you agree with the following statements by ticking the boxes below:

- I am aware that by applying I undertake the commitment of submitting a Final Report no later than two months after the end of the grant period.
- I agree to the BRF Grants Programme Terms & Conditions.


Do you consent to PARSUK using and processing your data for research and analysis purposes?

- By ticking this box I consent to the use and processing of data by PARSUK.
- By ticking this box I acknowledge that I may request the deletion of my data at any time by sending an email to: c.professional@parsuk.pt.

PARSUK

Bilateral Research Fund

Guidelines


2024 Edition

Application period: March 12th to April 22nd 2024

[Online application form available on PARSUK's website](#)

PARSUK

Portuguese Association of Researchers and Students in the United Kingdom

CONTACTOS

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parsuk.pt

ERRATA - Guidelines PARSUK Bilateral Research Fund

The Organising Committee of the 2024 Bilateral Research Fund grant programme has revoked point 8 of article 7th "BRF Grant Application Eligibility Criteria" in section IV of the guidelines, **effective immediately**.

Neither the Lead Applicant or the Co-Investigator(s) need to be associate members of PARSUK to be eligible for the BRF Grant programme.

What reads:

Section IV - Research Projects

Article 7th - BRF Grant Application Eligibility Criteria

8. Both the Lead Applicant and the Co-Investigator(s) must be associate members of PARSUK, by subscribing to the "Efetivo Investigador" plan (Portuguese researchers in the UK) or "Assoc. Profissional" (researchers based in Portugal, regardless of their nationality, and researchers based in the UK who do not hold Portuguese nationality). To find out more about joining: <https://www.parsuk.pt/plans-pricing>.

Should read:

Section IV - Research Projects

Article 7th - BRF Grant Application Eligibility Criteria

8. (Revoked)

All other provisions and specifications of the Regulations, excluding those stated above, remain unaltered.

27th of March 2024,

The Bilateral Research Fund 2024 Organising Committee

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Section I - INITIAL REMARKS

Article 1st - Objective

1. This document defines the terms under which the Portuguese Association of Researchers and Students in the United Kingdom (PARSUK) implements the Bilateral Research Fund (BRF) programme.
2. It defines the evaluation process for awarding BRF grants, as well as the eligibility criteria of the respective candidates.

Secção II - BILATERAL RESEARCH FUND PROGRAMME

Article 2nd - Definition

1. The BRF programme was set up in 2020 to support the establishment and development of research links between universities and research institutes in the United Kingdom (UK) and Portugal.

Article 3rd - Aims and Objectives

1. The BRF programme aims to:
 - a. Contribute to scientific diplomacy through bilateral relations between Portugal and the UK at the level of research, innovation, development and scientific culture.
 - b. Encourage the establishment of new partnerships and investment funds that leverage collaboration with the UK.
 - c. Facilitate the transfer of knowledge regarding advances in science and technology between the two countries.

Section III - BILATERAL RESEARCH FUND GRANTS

Article 4th - Definition

1. The BRF grants are awarded under the Bilateral Research Fund programme.
2. The BRF grants include a maximum award of 3000€ per Research Project.
3. Due to the budget cycle, activities must be completed (and funds spent) by the end of December of the current year.
4. The BRF programme has a fund of 15,000€ funded by the Foundation for Science and Technology (FCT).
5. The Fund is administered by PARSUK's Scientific Advisory Board.

Article 5th - Aims and Objectives

1. BRF grants are awarded in order to:
 - a. Support the establishment and development of research links between universities and research institutes in the UK and Portugal.
 - b. Support travel, accommodation and subsistence costs associated with individual or group visits to Portugal (for UK-based researchers) and/or the UK (for researchers based in Portugal).
 - c. Cover small-scale research costs such as laboratory consumables, software licences, or assistance with data collection and analysis.
2. The BRF grants are not intended for the purchase of equipment, as it is expected that applicants' home institutions will already provide this, nor can they be used to cover overhead costs.

Article 6th - Additional Remarks

1. Each BRF grant is awarded only to 1 (one) research project, according to the results of the evaluation of the applications submitted.
2. Each research project must have a total duration between 3 to 6 months, ending mandatorily on December 31st of the current year.
4. The BRF programme is overseen by PARSUK's Scientific Advisory Board, whose membership is published on the PARSUK's website (see <https://en.parsuk.pt/cc>).

Section IV - RESEARCH PROJECTS

Article 7th - BRF Grant Application Eligibility Criteria

1. Applications may be submitted by researchers based in the UK or Portugal. Each application must include 1 (one) Lead Applicant and at least 1 (one) Co-Investigator.
2. Only early career researchers based at a research institution in Portugal or the United Kingdom are eligible to apply as Lead Applicants.
3. The Lead Applicant must have obtained a PhD degree and not yet have obtained a permanent academic position.
4. The Lead Applicant must have a contract with their home institution that exceeds the BRF grant's time span.
5. Several Co-Investigators from both countries and multiple institutions can be added to the application, but **at least 1 (one) Co-Investigator must be based in the partner country** (e.g. if the Lead Applicant is based at a research institution in the UK, then at least one Co-Investigator must be based at a Portuguese institution, and vice versa).
6. Applications for projects that actively involve other early career researchers are particularly encouraged (e.g. PhD students, postdoctoral researchers).

7. The early career requirement does not apply to Co-Investigators. That is, permanent members of staff of a research institution are eligible to act as Co-Investigators.
8. Both the Lead Applicant and the Co-Investigator(s) must be associate members of PARSUK, by subscribing to the "Efetivo Investigador" plan (Portuguese researchers in the UK) or "Assoc. Profissional" (researchers based in Portugal, regardless of their nationality, and researchers based in the UK who do not hold Portuguese nationality). To find out more about joining: <https://www.parsuk.pt/plans-pricing>.

Article 8th - Application Formalisation

1. The application deadline for the BRF grant programme takes place within the time frame established by these Guidelines (see Table 1, Annex 1).
2. The application must be written in English and submitted by completing the online application form, whose structure is defined by these Guidelines (see Table 3, Annex 3).
3. The application must be accompanied by 2 (two) letters of support signed by each institution to confirm that the application has been approved internally. It is of the Lead Applicant's responsibility to ensure that each Head of Department (or appropriate counterpart e.g. Director of Research) approves the application prior to submission.
4. The letters of support must be submitted in PDF format in the section specified for this purpose in the online application form.

Article 9th - Application Evaluation and Selection

1. The evaluation and selection of applications will be carried out within the deadlines defined by these Guidelines (see Table 1, Annex 1).
2. Research Projects may include collaborative research visits, meetings to prepare large-scale joint funding applications or the organisation of joint events (e.g. research symposia). In each case, the project is expected to have a concrete outcome (e.g. scientific publications).
3. During the projects' evaluation and selection process, PARSUK's Scientific Advisory Board will give preference to those that fulfil the following criteria:
 - a. Projects that actively involve early career researchers (e.g. PhD students, postdoctoral researchers).
 - b. Projects involving bilateral exchanges, that is visits of researchers from the UK to Portugal and vice versa.
 - c. Projects that have a concrete and measurable outcome (e.g. obtaining preliminary results that support an application for grants from national or international funding agencies, publications in peer-reviewed journals, development of a software or prototype, proof of concept for commercialisation of research, etc.).
 - d. Projects that open new areas of collaboration, or that go significantly beyond the research already conducted by each of the applicant groups.
 - e. Projects that are viable within the proposed time frame of the grant.
 - f. Projects that demonstrate evidence of leading to an ongoing and sustained research effort (as opposed to a one-off initiative).
 - g. Projects involving multiple researchers based in the UK and Portugal.

Article 10th - Members of the Steering Committee

1. The assessment and selection of applications will be carried out by PARSUK's Scientific Advisory Board. The composition of the members of the selection board is as established by these Guidelines (see Table 2, Annex 2).

Article 11th - Results Validation and Publication

1. The results will be communicated via email to the Lead Applicant.
2. The grant is awarded to the selected Lead Applicant depending on:
 - a. Compliance with the points cited in Article 7th.
 - b. Acceptance of the Terms & Conditions in the submission of the application form.
 - c. Signature of Declaration of Commitment.
3. The public announcement of the results will be made within the deadline defined by these Guidelines (see Table 1, Annex 1), through the PARSUK website and social media.

Article 12th - Obligations of the Lead Applicant

1. The Lead Applicant has the following obligations:
 - a. To provide truthful and complete information during the application process;
 - b. To provide official proof of the documents submitted in case of being selected for the grant;
 - c. To respect the established start and end dates of the project;
 - d. To prepare a Final Report at the end of the Research Project and submit it to PARSUK by email within 2 months of the end of the project. The report must include a statement of the activities undertaken and details of its results, as well as a final budget of expenditure.
 - e. Any evidence of payment of expenses incurred during the Research Project must be submitted along with the Final Report.
 - f. In case of failure to submit the Final Report, together with the proof of payment of the expenses incurred, the Lead Applicant must return in full the amount of the grant previously transferred.

Article 13th - Payment

1. PARSUK commits to transfer 70% of the grant awarded to the Lead Applicant up to 30 (thirty) days before the minimum start date of the Research Project, reserving the right to initially withhold 30% of the grant until the end of the Research Project.
2. The amount withheld will be transferred to the Lead Applicant upon completion of the Research Project and submission of the respective end-of-project Final Report, together with proof of payment of expenses incurred.

Article 14th - Final Remarks

1. PARSUK reserves the right to suspend or cancel the grant payment to any Lead Applicant who fails to comply with the provisions of these Guidelines.
2. Notwithstanding the above, in the event that the BRF grant is fully funded by an entity external to PARSUK, the name of the grant may be changed to mention the sponsoring entity.

Annex 1

Table 1: Application timeline for BRF Grants Programme 2024

Phases	Dates
Opening of the application period	March 12th
Closing of the application period	April 22nd
Applications' evaluation and selection period	April 22nd – May 24th
Results' publication and notification	May 26th
Starting date of Research Project	From June 24th 2024
Conclusion date of Research Project	Until December 31st 2024

Annex 2

Table 2: BRF 2024 Jury constitution

For the 2024 edition, the jury will consist of the following:

- a. **Miguel Rodrigues**, President
- b. **Céu Mateus**, Member
- c. **Graça Carvalho**, Member
- d. **Mafalda Dâmaso**, Member
- e. **Mariana Pinto da Costa**, Member
- f. **Miguel Jorge**, Member
- g. **Miguel Monjardino**, Member
- h. **Raquel Oliveira**, Member
- i. **Susana Frazão Pinheiro**, Member
- j. **Teresa Heitor**, Member
- k. **Luís Lacerda**, Secretary

Annex 3

Table 3: Application form - can be found on our website at

en.parsuk.pt/brf

Section 1 of 7
PARSUK Bilateral Research Fund 2024 Application Form
<p>The BRF programme aims to contribute to scientific diplomacy in bilateral relations between Portugal and the United Kingdom at the level of research, innovation, development, and scientific culture. This is intended by establishing new partnerships and investment funds that leverage collaboration with the United Kingdom. This approach can help facilitate the exchange of knowledge about scientific and technological advancements between the two countries.</p> <p>If you are an early career researcher and a member of PARSUK based in a research institution in Portugal or in the UK, you can apply for the grants we have available!</p> <p>The calls are now open for applications for PARSUK’s BRF Grants Programme, a partnership between Fundação para a Ciência e Tecnologia (FCT) and PARSUK.</p> <p>The call deadline is April 22nd 2024, 5pm.</p> <p>If you require more information about the BRF programme or have any questions about the application process, please send an email to c.professional@parsuk.pt.</p>
<p>PARSUK Associate Member Number (You can find your member number in the "My Account" area of the PARSUK website - https://www.parsuk.pt/account/my-account) _____</p>
Section 2 of 7
Lead Applicant’s Details
Full Name _____
Gender _____
Nationality _____
Where is your institution based? _____
ORCID Number _____
University / Institution / Research Centre _____
Organic Unit to which it belongs to, if applied _____
Institution’s Address _____
Current Job Role _____
Email Address _____
Contact Number _____
Section 3 of 7
Co-Investigator’s Details
Full Name _____
Gender _____
Nationality _____
Where is your institution based? _____

ORCID Number _____

University / Institution / Research Centre _____

Organic Unit to which it belongs to, if applied _____

Institution's Address _____

Current Job Role _____

Email Address _____

Contact Number _____

Section 4 of 7

Research Project Details and Description

Title: _____

Proposed start date: _____

Proposed end date: _____

Amount requested (in Euros) _____

Field of Research

- **Natural Sciences** (Mathematics / Computer and Information Sciences / Physics / Chemistry / Earth and Environmental Sciences / Biological Sciences / Other)
- **Engineering and Technology** (Civil Engineering / Electrical / Electronic and Computer Engineering / Mechanical Engineering / Chemical Engineering / Materials Engineering / Medical Engineering / Environmental Engineering / Environmental Biotechnology / Nanotechnology / Food Engineering and Technology / Other)
- **Medical and Health Sciences** (Basic Medicine / Clinical Medicine / Health Sciences / Medical Biotechnology / Forensic Science / Other)
- **Agricultural and Veterinary Sciences** (Agriculture / Forestry and Fisheries / Animal and Dairy Sciences / Veterinary Sciences / Agricultural and Food Biotechnology / Other)
- **Social Sciences** (Psychology / Economics and Management / Education Sciences / Sociology / Law / Political Sciences / Social and Economic Geography / Communication Sciences / Other)
- **Humanities and the Arts** (History and Archaeology / Languages and Literatures / Philosophy, Ethics and Religion / Arts / Other)

Background, objectives and proposed research activities: provide a description of the initiative that is understandable by a non-expert researcher (i.e. someone who is familiar with the research landscape but is not an expert in your field); please include a brief statement on the added value of the collaboration and how the proposed initiative will contribute to the strengthening of research ties between the United Kingdom and Portugal (max 500 words). _____

Expected outcomes: provide a brief description of expected outcomes (e.g., joint grant submission, publications, etc.). Please be as specific as possible. For example, if you are applying for a grant, specify the name of the call and submission deadline; if you plan to submit one or more publications, specify the target journal(s) (max 100 words). _____

Project management: please provide a brief timetable of planned activities, bearing in mind that assessors will consider the achievability of the project in the timescale you indicate (max 300 words). _____

Cost justification of the support requested: briefly justify what is being requested and how this will assist your project. Bear in mind that the fund should primarily be used to support mobility between the two partner countries (max 200 words). _____

Career development: briefly describe how this grant would aid your future career prospects (max 200 words)._____

Expected economic and societal impact: provide a brief description of the contribution that your project can make to society and the economy. For example, if you are aiming to commercialize research, indicate the nature and level of engagement of private-sector partners; if you are planning knowledge-exchange activities, indicate what type of activities and how they add value to non-academic stakeholders, etc (max 100 words)._____

Additional information: please note any other information that will assist the committee in their decision making (e.g. if you have secured co-funding, indicate the respective source(s) here.)_____

Section 5 of 7

Confirmation of Institutional Support

Please upload here the 2 (two) signed letters of support from both institutions to confirm that your application has been approved internally.

Section 6 of 7

Other Information

Is it the first time you are applying for a BRF grant? _____
If not, in what year(s) did you previously apply? _____

How did you learn about the call opening?
Friends / PARSUK's social media / PARSUK's website / PARSUK's newsletter / Other

Section 7 of 7

Terms & Conditions and Data Privacy

Please confirm that you agree with the following statements by ticking the boxes below:
 I am aware that by applying I undertake the commitment of submitting a Final Report no later than two months after the end of the grant period.
 I agree to the BRF Grants Programme Terms & Conditions.

Do you consent to PARSUK using and processing your data for research and analysis purposes?
 By ticking this box I consent to the use and processing of data by PARSUK.
 By ticking this box I acknowledge that I may request the deletion of my data at any time by sending an email to: c.professional@parsuk.pt.