



LusoNordic Connect

Bolsa Nordic

Regulation

Edition 2024

[Application Form](#)

Application Period: 1st of July, 2024 to 31st of July, 2024

SPOT Nordic

Association for Portuguese Graduate Professionals & Researchers in the Nordic Countries

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Section I – Introductory Provisions

Article 1 – Scope

- 1) This regulation defines the terms under which SPOT Nordic conducts the Bolsa Nordic fellowship.
- 2) It outlines the evaluation process for awarding the Bolsa Nordic and the eligibility criteria for candidates.

Section II – Bolsa Nordic

Article 2 – Definition

- 1) Bolsa Nordic is designed for PhD students and researchers who obtained their PhD within 5 years by the application period deadline to be selected for research visits within academic projects or scientific research.

Article 3 – Objective

- 1) The Bolsa Nordic fellowship aims to:
 - a) Provide the opportunity to conduct two research visits at a Nordic university or research center over a period of 2 to 6 months.
 - b) Support costs associated with visiting research projects in the Nordic Countries (Denmark, Finland, Iceland, Norway, Sweden).

Section III – Fellowship Details

Article 4 – Scope

- 1) Each fellowship provides financial support of € 6.000 for the candidate.
- 2) The two fellowships have a total annual support of €12.000 sponsored by SPOT Nordic and the Portuguese Foundation for Science and Technology (FCT).

Article 5 – Objectives

- 1) The Fellowship is intended to:
 - a) Cover costs arising from the research visit, academic project, or scientific research (e.g., travel, accommodation, subsistence, bench fees) and dissemination of activities proposed by the candidate.

Article 6 – Details

- 1) Each Bolsa Nordic fellowship will be associated with a project based on the evaluation of project applications submitted.



- 2) The projects will last 2 to 6 months, with dates defined according to the candidate and host researcher's availability. Dissemination must start within the project duration.
- 3) The Bolsa Nordic fellowship is overseen by the Scientific Council of SPOT Nordic.

Article 7 – Host Institution

- 1) Eligible host institutions must:
 - a) Employ the Bolsa Nordic host researcher.
 - b) Ensure the host researcher's autonomy in developing the project through a signed agreement from the host institution.
 - c) Provide the conditions for the candidate to develop the project through a signed agreement from the host institution.

Section IV – Host Researcher

Article 8 – Host Researcher Eligibility Criteria

- 1) Eligible host researcher must:
 - a) Be in a permanent position or tenure-track position at a host institution as defined in Article 7.

Article 9 – Host Researcher Obligations

- 1) Host researcher must:
 - a) Facilitate the candidate's integration into the host institution's academic and professional network and the broader research community.
 - b) Assist the candidate in disseminating research results, including supporting the preparation and submission of papers in journals and conference presentations, if applicable.

Section V – Candidate

Article 10 – Candidate Eligibility Criteria

- 1) Eligible candidates must:
 - a) Be enrolled in a PhD or be a researcher who obtained their PhD within 5 years by the application period deadline in a Portuguese Institution.
 - b) Be a member of SPOT Nordic (active membership is not required).



Article 11 – Candidate Obligations

- 1) Candidates must:
 - a) Provide truthful information during the application process and submit proof of required documents.
 - b) Adhere to agreed project start and end dates.
 - c) Handle logistical issues related to travel, accommodation, subsistence, health insurance, work insurance and travel insurance, if applicable.
 - d) Follow the project plan in agreement with the host researcher.
 - e) Submit an article, within 30 days of completion of the project, about the developed worked during the research visit for the SPOT Nordic's project: [Crónica do Investigador](#)
 - f) Submit a final project report within 30 days of completion, summarizing the experience and evaluating the project's outcomes.

Section VI – Application Process

Article 12 – Application Submission

- 1) The application period is from July 1st to July 31st, 2024.
- 2) Candidates must submit the application through the [application form on the SPOT Nordic website](#) within the specified deadlines.
- 3) The application process is concluded through the complete submission of the application form and submission of all required documents in the application.
- 4) The required documents from Article 12 must all be submitted in the same application.

Article 13 – Required Documents

- 1) For Host Researcher:
 - a) Curriculum vitae (maximum 2 pages).
 - b) Endorsement letter from the host institution (maximum 1 page).
- 2) For Candidate:
 - a) Curriculum vitae (maximum 2 pages).
 - b) Motivation letter (maximum 1 page).
 - c) Recommendation letter (from a supervisor, maximum 1 page).



Section VII: Evaluation and Selection

Article 14 – Evaluation and Selection of Applications

- 1) The evaluation process consists of a single phase.
- 2) The selection is based on the application documents and the evaluation criteria set by the Scientific Council of SPOT Nordic.
- 3) The selection process involves evaluation by the Scientific Council of SPOT Nordic.

Article 15 – Evaluation Criteria

- 1) Applications will be evaluated based on the following criteria:
 - a) Relevance and quality of the project (20%).
 - b) Experience and qualifications of the host researcher (20%).
 - c) Academic and extracurricular achievements of the candidate (30%).
 - d) Motivation and potential impact of the project on the candidate's professional development (30%).
- 2) Each criterion will be scored on a scale of 1 to 5, with specific weightings applied to each aspect (in parenthesis).
- 3) If the host researcher or the candidate is an active member of SPOT Nordic (annual membership paid), an extra ponderation score (0.5) will be applied.

Section VIII – Results and Payment

Article 16 – Announcement of Results

- 1) Evaluation results are communicated via email to all candidates within the defined deadlines.
- 2) SPOT Nordic reserves the right to publicly disclose the results and details of the Bolsa Nordic winners and their projects title on its website and social media.

Article 17 – Payment of Bolsa Nordic Fellowships

- 1) The fellowship is paid in two installments:
 - a) 50% of the total amount, 30 days in advance, for travel costs and other initial expenses.
 - b) 50% upon delivering the payment receipts for travel costs and accommodation details.



Section VII – Final Provisions

Article 18 – Suspension and Cancellation

- 1) SPOT Nordic reserves the right to suspend or cancel the fellowship payment if:
 - a) the candidate fails to comply with the terms of the regulation.
 - b) the host researcher fails to ensure the availability of necessary resources and provide regular updates to SPOT Nordic.

Article 19 – Additional Clauses

- 1) Only one application per candidate is valid, and the first submitted application will be considered for evaluation.
- 2) There is no right to appeal the decision of the Scientific Council.
- 3) The terms of this regulation may be revised annually based on the program's development and stakeholder feedback.
- 4) SPOT Nordic reserves the right to share selected fellows' and supervisors' data with funding entities for monitoring and communication purposes.

Contact Information

For inquiries or assistance, contact SPOT Nordic via email at info@spotnordic.eu or visit the official website.



Annex I – Calendar

Table 1: Application timeline for Bolsa Nordic Fellowship Program 2024

Fase	Datas
Publicação do regulamento e abertura de candidaturas	1 de julho de 2024
Fecho do período de candidaturas	31 de julho de 2024
Período de avaliação e seleção de candidaturas	31 de julho - 23 de agosto de 2024
Publicação e envio dos resultados	25 de agosto de 2024
Data de Início do Projeto de Investigação (opcional)	1 de outubro de 2024
Conclusão do Projeto de Investigação (máximo)	31 de março de 2025

Process phase	Dates
Publication of regulations and opening of applications	July 1, 2024
Closing of application period	July 31, 2024
Evaluation and selection period for applications	July 31 - August 23, 2024
Publication and sending of results	August 25, 2024
Start date of the Research Project (optional)	October 1, 2024
Conclusion of the Research Project (maximum)	March 31, 2025



Annex II – Application Form

LusoNordic Connect Program - Bolsa Nordic Fellowship Application Form

This form is available through the following link: <https://bolsanordic.paperform.co>

This Annex is solely valid for consultation. Only submissions from the available application form online are valid.

Section 1: Candidate Details

Full Name

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

E-mail Address

Contact Number

Section 2: Host Researcher Details

Full Name

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

E-mail Address

Contact Number



Section 3: Research Project Details and Description

Title

Proposed start date

Proposed end date

Extra funds besides this fellowship?

Provide a short description of the source of the extra funds

Field of Research

Background, objectives, and proposed research activities (max. 3000 characters)

- 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 Nordics and Portugal.

Expected Outcomes (max. 700 characters)

- 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)

Project Management (max. 1500 characters)

- Provide a brief timetable of planned activities, bearing in mind that assessors will consider the achievability of the project in the timescale you indicate.

Budget Plan (max. 1500 characters)

- Briefly justify your budget accommodation and explain how this will assist your project.

Career Development (max. 700 characters)

- Briefly describe how this grant would aid your future career prospects.

Expected Economic and Societal Impact (max. 1500 characters)

- Provide a brief description of the contribution that your project can make to society. For example, if you aim to commercialize research, indicate the level of engagement of private-sector partners; if you plan knowledge-exchange activities, indicate what type of activities and how they add value to non-academic stakeholders, etc.

Additional Information (max. 1000 characters)

- Please note any other information that will assist the committee in their decision making.

Section 4: Documentation - Host Institution and Researcher

- CV - Host Researcher
- Endorsement letter from the host institution



Section 5: Documentation - Candidate

- CV – Candidate
- Motivation Letter
- Recommendation letter

Section 6: Other Information

How did you learn about the call opening?

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 commit to submitting a Final Report no later than two months after the end of the fellowship period.
- I agree to the LusoNordic Programme Terms & Conditions.

Do you consent to SPOT Nordic using and processing your data for research and analysis?

- By ticking this box, I consent to the use and processing of data by SPOT Nordic.
- By ticking this box, I acknowledge that I may request the deletion of my data at any time by emailing info@spotnordic.eu.

