**Application Guide Call for PhD Studentships (in this case for a Grant Proposal for NCD)**

The Application Guide is a document that intends to assist the applicants in submitting their applications for the Call for PhD Studentships – 2021. (o de 2022 ainda não esta disponivel)

https://www.fct.pt/apoios/bolsas/concursos/docs/Bolsas\_2021\_GuiaoCandidatura\_EN.pdf

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**3.4 Work Programme**

This area of the application form concerns the proposed work programme. It shows the overall vision of the research proposal and provides access to each specific field within the work programme.

3.4.1Title of the Work Programme

In this field you should indicate:

• The title of the proposed work programme. The title should be concise, understandable for anyone with a general scientific background and adequate for public disclosure;

Also indicate

• Four keywords that best describe the work programme

• The starting date and duration of the research activities;

3.4.5 Abstract (maximum 150 words)

This section is a synthesis of the applicant’s work programme. A good summary should be clear and well structured, showing that the applicant is able to summarise the object of research, the aims of the project and the main expected contributions of the research work.

3.4.6 State of the art (maximum 500 words)

The state of the art, or literature review, brings together, analyses and discusses published work in the area of the work programme. Its purpose is to provide a theoretical grounding for the object of research, by referring to previous studies, which should be confronted and interrelated, especially if they are contradictory to each other.

3.4.7 Objectives (maximum 300 words)

The purpose of this field is to provide a description of the main research questions to be addressed and the goals to attain.

3.4.8 Detailed description (maximum 1000 words)

This field should contain the detailed work programme and a description of how the aims of the research project will be achieved. The descriptions should provide all the necessary elements to allow assessment by the evaluation panel, namely the methodological approach, description of tasks, their interrelatedness, sequence and schedule. It may also include a contingency plan, describing how unforeseen events will be resolved.

De notar que como isto é uma candidatura para um projeto de doutoramento o programa de trabalho deve ser para 3-4 anos.

3.4.9 Timeline/Annexes

So that the Evaluation Panel may analyse the feasibility of the proposed programme, the applicant may include a chart with milestones for the different tasks. The inclusion of the timeline is not mandatory but is highly recommended. To make a timeline you may use specific software tools or an Excel file. The file should be in a PDF format, with the name timeline.pdf, and be annexed to this section.

If considered necessary, you may insert documents containing formulas, schematics, diagrams, charts or images in this field. In any case, the annexes should only be examples or demonstrations of what has been described in the various fields of the application form and, therefore, should not be considered its extension.

3.4.10 Bibliographic references (maximum 30)

Use this field to specify bibliographic references that support the work programme.

You should format your bibliographic list in a consistent manner and according to a scientific approved referencing style as, for example, the APA (American Psychological Association) style.

3.5 Hosting conditions

The applicant should indicate the host institution and the conditions provided to support the project.

This is for a PhD proposal but in general in any project whether PhD or a grant you should indicate the adequacy of the team and involved institutions. Hence this section should be included/adapted for a grant proposal.

Knowing that this is for NCD students I can understand that it could be difficult to write this part, but students are encouraged to write a short paragraph in this section. For example, if you think you are going to develop a certain project you should identify the best lab in Portugal to carry it out (even with a foreign partnership) and pretend you plan to do your PhD there under the supervision of the lab coordinator.