

## **2014 PCTI POST-DOCTORAL INTERNSHIP PROGRAM**

### **MEC/CAPES PROJECT – Technology Parks**

### **NOTICE OF CALL FOR PROPOSALS No. 69/2014**

**The Coordination for the Improvement of Higher Education Personnel (CAPES) Foundation**, instituted as a federal foundation through Law 8405/1992, and governed by its charter approved by Decree 7692 of March 2012, linked to the Ministry of Education (MEC) of the Federative Republic of Brazil, hereby makes public the selection of grantees for internship at the post-doctoral level abroad, focused on technological innovation in the area of management and the development of innovation environments (PCTI – Science and Technology Parks and the Innovation area) installed in Brazil, based on the National Science, Technology and Innovation Strategy (Plano Brasil Maior) and under the PNI.

#### **1. OBJECTIVES**

**1.1.** The Post-Doctoral Internship Program (CAPES/PCTI) aims to provide the training of highly-skilled human resources in the best universities and research institutions abroad, aiming to foster the internationalization of Brazil's technology and science, encouraging studies and research by Brazilians abroad, and to promote a significant increase in the interchange and mobility of graduating students.

**1.2.** The specific objectives of CAPES/PCTI are:

- a)** To offer the opportunity to study in overseas universities and research centers of internationally recognized level of excellence to Brazilian students and researchers, as well as to offer them the possibility of research or technological innovation internships;
- b)** To provide the updating of special knowledge by allowing that Brazilian students and researches have access to high-quality institutions, aiming to complement their technical-scientific education in areas that are priority and strategic for Brazil's development;
- c)** To complement the training of human resources by Brazilian institutions, offering them the opportunity to undergo educational and scientific experiences focused on quality, entrepreneurship, competition and innovation;
- d)** To encourage initiatives for the internationalization of Brazilian universities and research centers;
- e)** To provide quality training for a highly-specialized technical and scientific workforce.

**1.3.** The objectives of this Call are:

- a)** To offer the opportunity to undergo training at post-doctoral level overseas, thus allowing greater visibility to Brazilian innovation environments, especially Science and Technology Parks;
- b)** To increase the potential for joint collaboration between managers and researchers working in Brazil and abroad in the field of innovation environment management;
- c)** To promote the access of innovation environment managers to Science and Technology Parks and other excellent international innovation environments;
- d)** To foster the development of Brazilian innovation environments through the subsequent return of the grantee to Brazil.

**1.4.** The internship object of this Call encompasses takes into consideration the needs for training of human resources focused on the management of innovation environments in Brazil, aiming to develop innovation environments, especially Science and Technology Parks, geared towards activities to foster science and technology research, technological innovation and the University-Company-Government interaction.

**1.5.** The internship enabled by this Call in management and research, development and innovation in the area of innovation environments will take place within international innovation environments, such as those associated with the IASP (International Association of Science Parks and areas of Innovation) or other institutions of internationally recognized level of excellence, in accordance with the rules set forth in this Call and applicable laws, especially Law 9784, of January 29, 1999 and Decree 7642, of December 13, 2011, and aims to select managers and researchers at doctoral level for the period from September 2015 to December 2016.

## **2. AREAS AND SUBJECTS ENCOMPASSED**

**2.1.** For the purposes of this Call, which aims to grant post-doctoral scholarships abroad, the areas and topics encompassed will be considered those composing the Science without Borders Program (Interministerial Ordinance No. 1, of January 9, 2013), covering the following Research/Internship subjects:

- a)** Management of innovation environments, especially Science and Technology Parks;
- b)** Research and creation of publications on relevant topics in this area, notably the University-Company-Government interaction, Triple Helix model, innovation ecosystems;

**c)** Analysis of science, technology, economic and social development models resulting from projects in the area of innovation environments, especially Science and Technology Parks.

**d)** Research on innovation environment management and governance models, especially Science and Technology Parks.

**2.2.** It will be incumbent upon CAPES to establish the relevance to the various areas and topics of each proposal submitted by candidates, in accordance with their merit and profile.

### **3. APPLICATION AND SELECTION PROCESS**

**3.1.** Selection criteria and requirements of the candidate:

**a)** Being a Brazilian or a foreigner with permanent residence in Brazil;

**b)** Have a doctoral degree recognized by the Brazilian legislation and being associated with a Science and Technology Park or innovation area in Brazil upon application;

**c)** Propose studies in the areas encompassed herein;

**d)** Fill the online application form, on the post-doctoral modality, whose link will be available on the website of CAPES until March 15, 2015.

**3.2.** The candidate shall apply through the link informed in topic IV, up to 11:59 p.m. of the deadline described in item 11 – Calendar, observing the Brasília/Federal District official time, and attaching to the online application form the following documents:

**a)** Plan for the studies and/or project research, which shall not exceed ten (10) pages, including attachments, and must contain the following items:

**I.** Introduction;

**II.** Justification;

**III.** Objectives;

**IV.** Plan of activities;

**V.** Expected results;

**VI.** Schedule.

- b)** Address/link to access the candidate's curriculum vitae on the Lattes platform;
- c)** Document, provided by the candidate, indicating one or more areas and topics of interest, in accordance with item 2.1;
- d)** Formal letter of acceptance of the foreign institution;
- e)** Certificate of Doctoral Degree or Certificate of Doctoral Dissertation Defense, in the case of recent defenses.

**3.3.** The documents must be submitted exclusively by internet, in the Portable Document Format (\*.pdf), with maximum size of 5Mb per file, until the deadline described in item 11 – Calendar.

**3.4.** Applications submitted by any means other than the one informed in item 3.2 will not be accepted.

**3.5.** CAPES will not be responsible for applications not received on time due to technical problems, communication failures, congested communication lines, or any other factors that make the data transfer impossible.

#### **4. STAGES IN THE EXAMINATION OF THE CANDIDATES**

**4.1.** Stage 1 – Verification by CAPES of consistency of the application documents;

**4.2.** It will be incumbent upon CAPES the acceptance and the process of selection indicated in accordance with item 3.2 hereof.

**4.3.** Stage 2 – Selection and Classification of the Candidates;

**4.4.** Analysis of merit of the proposals by a committee especially established for this purpose;

**4.5.** The definition of the approved candidacies will take into account the following criteria:

- a)** Analysis of curriculum vitae and documents submitted;
- b)** Analysis of merit of the proposal;
- c)** The Science and Technology Park where the candidate intends to develop his project/research;
- d)** Interview with the candidate, by discretion of CAPES.

## **5. RESULT OF THE SELECTION PROCESS**

**5.1.** The results will be published in the Federal Official Gazette (DOU) and on the website of CAPES.

**5.2.** All proponents hereof may learn about the opinion on their respective proposal by request via the electronic address [pcti@capes.gov.br](mailto:pcti@capes.gov.br).

## **6. ADMINISTRATIVE RESOURCES**

**6.1.** It will be accepted appeals to CAPES's decision on the evaluation of each proposal, within 10 (ten) consecutive days after the publication of the result in the Federal Official Gazette (Diário Oficial da União). In calculating this time, it will be excluded the first day, and included the expiration date. The term only starts and ends in working days at CAPES.

**6.2.** The appeal must strictly counter the grounds for the refusal, not including new facts that have not already been subject to analysis of the previous merit, and it must stick to documents that are already included in the process.

**6.3.** In case of appeal, another *ad hoc* consultant will be appointed, who, after the examination, will present the reasons for the appeal and forward the outcome to CAPES for final resolution.

**6.4.** The appeal shall be sent, through a document signed by the candidate, to the electronic address [pcti@capes.gov.br](mailto:pcti@capes.gov.br)

**6.5.** The decision on the appeal will be final. No further consideration will be given to any other appeal request.

## **7. IMPLEMENTATION OF THE GRANT**

**7.1.** The researcher/candidate's stay during the post-doctoral internship program will be funded by CAPES for the length of time from six (6) to twelve (12) months.

**7.2.** Upon acceptance of the grant, the student is bound by the Term of Commitment, Exhibit II of this Public Call.

## **8. DURATION AND BENEFITS OF SCHOLARSHIP**

**8.1.** The scholarship will cover the period of six (6) months, being extendable up to six (6) months, depending on the performance of the grantee, which will be evaluated through a report that shall be submitted to CAPES at the end of the fifth month of the scholarship period.

**8.2.** CAPES will grant support for living expenses in the monthly amount of two thousand and one hundred U.S. dollars (US\$2,100.00) for internship in the United States of America, and of two thousand and one hundred Euros (€2,100.00) for internship in Europe.

**8.2.1** Application to locations other than in the United States of America and Europe will not be accepted.

**8.3.** The following benefits will also be granted:

**a) Assistance for purchasing health insurance** – assistance for the purchase of health insurance for the period of the scholarship, paid in the first installment, proportionally to the duration of the internship program;

**b) Settling-in allowance** – the amount equivalent to one monthly living stipend will be given as a lump sum to cover the initial expenses related to lodging. If the grantee is already living abroad at the time of implementation of the grant, he or she will not be entitled to this benefit;

**c) Aid to buy tickets** – allowance for the purchase of a round-trip air ticket, in accordance with the rules established by CAPES. If the grantee is already living abroad at the time of implementation of the grant, he or she will not be entitled to this benefit.

<b>Benefit</b>	<b>Amount</b>	<b>Applicable rules</b>
Post-doctoral internship grant	US\$2,100.00 or €2,100.00/month	CAPES Ordinance No. 174, of December 6, 2012.
Assistance for purchasing health insurance	US\$90.00 or €90.00/month	
Settling-in allowance	Amount equivalent to one monthly stipend.	
Aid to buy tickets	Round-trip air ticket in promotional economy class, in accordance with the rules set forth by CAPES and CNPq.	Regulated by CAPES/DGES Ordinances No. 11, of March 10, 2011, and No. 21, of February 24, 2011.

**8.4.** The award of the scholarship to the selected candidate will be conditioned to prior signing of the Term of Commitment, Exhibit II of this Call.

**8.5.** The grantee shall reimburse CAPES any investment made in his or her education, in the event he or she gives up the internship program after the implementation of the grant, except in unforeseeable circumstances or force majeure, if previously requested and approved by CAPES, or in case of cancellation of the award, by omission or willful failure by the grantee.

**8.6.** The grantee must not accumulate other financial benefits for the same purpose. On the other hand, he or she may receive aids from teaching, research or similar activities, provided that he or she previously notifies CAPES and receives permission, acknowledging that such activities must not hinder his or her studies abroad, including compliance with the deadline for its conclusion.

## **9. TRAVEL DOCUMENTS**

**9.1.** The grantee is responsible for obtaining a passport at the Federal Police and visa at the appropriate consular representations in Brazil. It is advisable that the grantee takes the appropriate steps to arrange all necessary paperwork before the grant is implemented, since visa processing times can vary a lot in different countries.

**9.2.** The candidate will be responsible for all expenses related to obtaining a passport, visa and document translation.

**9.3.** In case the candidate is a civil servant, he or she must arrange the publication of authorization for absence of the country in the Federal, State or Municipal Official Gazette, for the entire period of the internship, including CAPES' support in its wording. If not a civil servant, the candidate must submit a formal consent of its employer for the period of the internship, as the case may be.

**9.4.** The above-mentioned documents must be kept under the grantee's custody, as they may be requested at any time.

## **10. INCUMBENCIES OF THE CANDIDATE**

**10.1.** To keep the documents under his or her custody for at least five (5) years after the end of the internship program.

**10.2.** To provide a document stating that the candidate is proficient in the idiom in which the internship program will be developed, based on the standards established by the educational institution, whenever requested.

**10.3.** The candidate must sign and send to CAPES, via email or conventional mail, the Term of Commitment, Exhibit II of this Call.

**10.4.** The grant will be maintained strictly upon compliance with all obligations undertaken by the grantee.

**10.5.** CAPES reserves the right to suspend, terminate or not to extend the scholarship at any time, in case the grantee drops out of the program without proper consent of the Agency or as a result of any situation deemed as discrediting, and it may also require the grantee to return all or part of the public investment made.

**10.6.** The grantee shall return to Brazil within thirty (30) days after the end of the internship program, remain in the country at least for equal length of time of the internship, and exercise related activities. Failure to comply with these requirements will result in the obligation to reimburse all expenses incurred, up to date on the payment date, unless, in the judgment of CAPES, the grantee develops an activity of great importance and interest to Brazil.

## **11. CALENDAR**

**11.1.** Calendar to start the internship program in September 2015

<b>Period</b>	<b>Planned activity</b>
Until March 15, 2015	Online application in accordance with item 3 hereof
Until June 30, 2015	Deadline for communication by CAPES on the approval or rejection of applications.
As from September 2015	Beginning of activities abroad.

## **12. FINANCIAL RESOURCES**

**12.1.** The scholarships will be financed with funds from CAPES, to be released in 2015, respecting the budgetary and financial availability of the Agency.

## **13. REVOCATION OR CANCELLATION OF THIS CALL**



**13.1.** At any time, this Call may be revoked or canceled in whole or in part, unilaterally by CAPES, whether by way of public interest or required by law with a justified decision.

#### **14. OMISSIONS AND ADDITIONAL INFORMATION**

**14.1.** It is forbidden the accumulation of scholarship aimed at the same purpose, when granted by a Brazilian funding agency.

**14.2.** Any situations not predicted by this Call will be decided by CAPES.

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**JORGE ALMEIDA GUIMARÃES**  
**PRESIDENT – CAPES**

## **Exhibit I**

### **COMPONENTS OF THE GRANT FOR POST-DOCTORAL INTERNSHIP ABROAD**

#### **MONTHLY LIVING STIPEND**

**Basic amount:** It is intended to contribute to the grantee's living expenses during the period of internship.

#### ***AID TO BUY TICKETS***

It is intended for covering the costs of the tickets to go to the country of destination and to return to Brazil, as per the letter of award of scholarship, excluding payment of difference or reimbursement of balance. The aid to buy tickets will be awarded when the grantee is still living in Brazil. This allowance will be paid in Brazilian reais, through a deposit in a Brazilian bank account, before departure. For return to Brazil, in case of period of time longer than six (6) months, the amount will be deposited in a bank account overseas, before return. The grantee will be solely responsible for taking all measures related to purchasing the ticket, also considering the possibility of diversions and other contingencies. This aid will be cancelled in case the grantee travels more than thirty (30) days before the implementation of the grant.

#### ***SETTLING-IN ALLOWANCE***

It is equivalent to one monthly living stipend, consisting of the basic amount. It aims to help the grantee meet his or her immediate financial obligations upon moving. The settling-in allowance will be awarded when the grantee is still living in Brazil.

#### ***ASSISTANCE FOR PURCHASING HEALTH INSURANCE***

Monthly financial support to the grantee, as assistance to buy health insurance. The contracting of health insurance is mandatory and of sole responsibility of the grantee. There will be no interference in respect to the choice of the insurance company and the coverage contracted, being solely of the grantee's responsibility to select the insurance company best fitting to the service provision, taking into account the requirements presented at the country of destination. The payment will be made in Brazilian reais, through a deposit in a Brazilian bank account, before departure, or abroad, when the grantee has already started the studies, upon grant of the scholarship.

## TERM OF COMMITMENT

**THIS DOCUMENT IS NOT VALID, BEING MERELY A TEMPLATE. THE TERM OF COMMITMENT TO BE SENT TO CAPES WILL BE ATTACHED TO THE LETTER OF AWARD OF SCHOLARSHIP.**

No. of the proceeding: BEX {**NUMBER OF THE PROCEEDING**}

By this Term of Commitment, I (**NAME OF THE CANDIDATE**), (**MARRITAL STATUS**), resident and domiciled at (**ADDRESS**), district (**NAME OF THE DISTRICT**), in the city of (**CITY, STATE**), POSTAL CODE (**NUMBER**), bearer of the Individual Taxpayer's ID (CPF) (**NUMBER**), hereby declare to accept the scholarship from CAPES for an internship program in (**COUNTRY OF DESTINATION**), in the period (**PERIOD OF THE SCHOLARSHIP**) with CAPES' support, and irrevocably undertake the following commitments and obligations:

1- I will devote myself fully and exclusively to the development of the plan of activities related to the internship abroad, previously consulting CAPES regarding any changes I wish to make or that may occur for reasons beyond my control.

2- I will not discontinue or drop out of the internship program without proving reasons to, and them being received by, CAPES, as justifications for analysis of the case.

3- In case I am a civil servant of the Federal, State or City Government, governmental agencies or public foundations, I will observe the provisions set forth in Decree 91,800, of October 18, 1985, paragraphs 1 and 2 of Article 95 of Law 8,112, of December 11, 1990, as well as Article 9 of Decree 5,707, and keep under my custody for five (5) years, the publication of authorization for absence for the entire period of the scholarship, including CAPES' support in its wording. CAPES may request this document at any time.

4- I will observe the laws and rules of the country of destination. I will be fully responsible for any illegal acts, of civil or criminal nature, that I commit, and for those arising from them, as well as for any conduct that may hurt the principles of good social coexistence.

5- I undertake responsibility for any facts or events resulting in damage or loss to myself, whether as result of unforeseeable circumstances or caused by third party (ies), resulting from deliberate actions or negligence, that may occur during the period of scholarship.

7- I will not accumulate scholarship, aid or any complementing financial help from another Brazilian or foreign funding agency, or salary at the country of destination, except for the stipend received from my contribution to the development of the activities inherent to the internship program, without prejudice to the deadline established for the conclusion of the works, provided that CAPES is previously informed and authorizes it. Undue accumulation is reason for immediate termination of the scholarship, with total reimbursement, by the grantee, of the investments made.

8- I will accept the amount paid as assistance for purchasing health insurance by CAPES, as the case may be, and CAPES will not be responsible for any medical, hospital and dental expenses.

9- I undertake responsibility for the acquisition and possession of any continuous prescription drugs, as well as for the measures to be taken for bringing them into the country of destination.

10- I will immediately notify CAPES of any changes in my residential, business or electronic addresses, both during the period of scholarship and after I return to Brazil.

11- I will highlight the scholarship received in papers I publish, in the place indicated by the journal, mentioning: "CAPES scholarship holder – Proc. No.....". In case of publication in an international journal or book, the indexation of Brazil as country of authorship or co-authorship must be identified in the field of institutional affiliation, under the following terms: a) if there is employment relationship, the institution; or b) if negative, the following affiliation: CAPES Foundation, Ministry of Education of Brazil, Brasilia – DF, Zip Code 70040-020.

12- Upon publication or disclosure, under any form, discovery, technological innovation or another production, object of privileges resulting from the protection of intellectual property rights, obtained during the studies developed with funds from the Brazilian government, I will notify CAPES and provide information on the benefits received and records ensuring said rights on its behalf;

13- I will return to Brazil within thirty (30) days after the end of the internship program, having duly concluded the activities and the works initially proposed, and then remain in Brazil at least for equal length of time of the internship.

14- I will attend CAPES' calls for training in activities related to the Agency's operation.

15- I will submit, within sixty (60) days after the end of the internship abroad, a detailed report about the activities carried out and results achieved, as well as any prospects for further development of the works, accompanying a copy of the air ticket used for return and patent certificates, as the case may be.

18- I will return the amount, as calculated by CAPES, plus interests and restatement to the inflation, pursuant to the applicable laws, in case it is identified: undue payment, unauthorized interruption of the studies, undue accumulation of scholarship, revocation or cancellation of the grant (due to infringement of any obligations undertaken), inaccuracy of information provided, failure to return to Brazil within the established term or to complete the internship program.

By signing this Term of Commitment, I hereby declare to be aware that the grant may be suspended in case of suspicion of non-compliance with any terms undertaken herein, and

cancelled when such suspicion is confirmed, and the process may be forwarded to special court of accounts.

Date **(DAY/MONTH/YEAR)**

Place **(CITY/STATE)**

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(signature of the grantee)

Obs: Send a copy of the Term of Commitment, duly dated and signed, to the respective proceeding through the link <http://ged.capes.gov.br/AgProd/silverstream/pages/pgEnviaDocumentosAvulsos.html> and send the original to CAPES via conventional mail.