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|  Universidade Federal de Viçosa | UNIVERSIDADE FEDERAL DE VIÇOSA OFFICE OF THE VICE PRESIDENT FOR RESEARCH AND GRADUATE STUDIES (PPG) 36570-900 - VIÇOSA - MG – BRAZIL Telephone: (31) 3612-2304 E-mail: print@ufv.br |  C A P E S |
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INSTITUTIONAL PROJECT OF INTERNATIONALIZATION OF UFV

CAPES/PRINT-UFV

CALL 06/2023

CAPES / PRINT-UFV PROGRAM FOR VISITING PROFESSOR IN BRAZIL

The Dean of Research and Graduate Studies at the Universidade Federal de Viçosa (UFV), manager of the Institutional Project for Internationalization (IPI) at UFV, “Agriculture: Innovation for Global Food Security and Sustainability”, approved in the Call 41/2017 of CAPES, makes the public notice of the selection process for the Visiting Professor in Brazil under the CAPES-PrInt Program (PV-CAPES/PrInt-UFV).

1. Purpose

- 1.1. This Call for Proposals aims to support distinguished international faculty members to teach courses and/or deliver on-site training, workshops, and seminars at UFV starting **January, February or March 2024**.
- 1.2. The main goals of this call are:
 - 1.3.1. To expand the international collaboration network of the Graduate Programs at UFV;
 - 1.3.2. To foster and consolidate international collaboration;
 - 1.3.3. To encourage international partnerships that will effectively contribute to improve academic production from Graduate Programs at UFV.

2. Number of fellowships

Thirteen (13) fellowships will be available for a period of up to 15 days in Brazil.

3. Eligibility criteria

- 3.1. A Doctorate degree (PhD or equivalent).
- 3.2. Relevant scientific/academic accomplishments, primarily in the last 5 years.

- 3.3. Adherence to the theme of the UFV-PrInt project.
- 3.4. Be a permanent faculty member in a foreigner (partner) institution.
- 3.5. Proof of arrangements with UFV professor that will serve as local proxy in the application process and that will commit with the organization of the visit and to host the international visitor.

4. Documentation

4.1. Application Form at:

<https://docs.google.com/forms/d/e/1FAIpQLSeuVh5Fsdza5RKY2sdmCtyRH9JkOuPBKL5o0vdJnlwBiedtg/viewform?usp=sharing>

4.2. Plan of activities, in Portuguese or in English (Appendix I).

4.3. *Curriculum vitae* of the applicant, preferably the *Rèsumè* .

4.4. Support letter from the host Graduate Program at UFV clearly stating concurrence with the applicant's plan and the length of stay. The letter must containing the following information:

I. Name of the applicant;

II. Name of host professor at UFV;

III. Month and year of start and end of stay at UFV, according to the period requested in the Application Form.

4.6. Photocopy of valid passport.

All documents must be sent as PDF files attached in an email message to print@ufv.br .

5. Schedule

For fellowships starting in as follows:

| ACTIVITY | DATES |
|----------------------------------|----------------------|
| Launch of the Call for Proposals | August 21, 2023 |
| Submissions | August 21 - 31, 2023 |
| Analysis of proposals | September 5, 2023 |
| Preliminary results | September 5, 2023 |

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|--------------------------|-------------------------|
| Appeals | September 6 –8, 2023 |
| Final results | September 11, 2023 |
| Accreditation with CAPES | September 04 – 18, 2023 |

6. Review process

6.1. Proposals will be reviewed as follows: The Faculty of Research and Graduate Studies will check the applicants' documentation upon receipt. An evaluation committee comprised of members designated by the IPI management group will analyze the relevance, select and classify the submissions according to the following criteria:

6.2.1. Quality, regularity and relevance of applicant's scientific performance in regard to the IPI Themes they are associated with;

6.2.3. Potential contribution to serve as co-supervisor to post-graduate students, if applicable;

6.2.4. Executability of the plan of activities, taking into account the length of stay and available infrastructure;

6.2.5. Results and repercussions of visit within IPI goals;

6.2.6. Relevance of the proposed plan of activities for the internationalization of UFV graduate programs;

6.2.7. Faculty and staff from strategic partners of UFV will receive priority in the assessment (list of priority partners available at <https://docs.google.com/document/d/1HwpC4AZk8A5TeyMVshBXpvnmcqPwTr5pDfE22S-b-4A/edit>)

7. Recommended and non-recommended proposals will be listed at www.print.ufv.br.

8. Appeals

8.1. Applicants may appeal the final decision by sending an email to print@ufv.br within 7 days of award announcement.

8.2. Appeals will be analyzed by the IPI Manager Group at UFV.

9. Fellowship benefits according to Ordinance N° 1, January 3, 2020 from CAPES, at <https://www.in.gov.br/en/web/dou/-/portaria-n-1-de-3-de-janeiro-de-2020-236759939>

9.1 The fellowship is comprised of:

- a) Monthly stipend: R\$ 7,000.00;
- b) Installation allowance: R\$ 2,200.00;
- c) Health insurance allowance: R\$ 400.00;
- d) Travel aid (according to Ordinance N° 1, January 3, 2020, from CAPES):

| Geographic region | Real (R\$) |
|-------------------|------------|
| Africa | 5,190.00 |
| Central America | 5,050.00 |
| North America | 5,050.00 |
| South America | 2,200.00 |
| Asia | 6,910.00 |
| Europe | 4,190.00 |
| Oceania | 8,970.00 |

<http://cad.capes.gov.br/ato-administrativo-detalhar?idAtoAdmElastic=3062#anchor>

9.2. Funds for the approved proposals will be deposited by CAPES directly into the bank account of the candidates.

9.3. Applicants are not entitled to any other benefits than those described in the document mentioned above.

9.4. Benefits are not extensive to dependents.

9.5. The Medical, Dental and Pharmaceutical assistance of internationals in Brazil will be carried out by the Unified Health System (SUS), as per the agreement signed between the Ministries of Foreign Affairs (MRE) and the Ministries of Health, on January 25, 1994.

9.6. CAPES will not reimburse airfare costs that are not in accordance to the program's rules and will not grant tickets to spouses of dependents.

10. Awardee Obligations

10.1. To obtain the appropriate visa to travel to Brazil, if required. The type of visa will depend on the activities to be developed. The visa must be valid for the period of the applicant's stay in Brazil.

10.2. To ensure that the planned activities are executed as proposed in the Plan of Activities.

10.3. The awardee is expected to engage in activities such as seminars and conferences or prepare written documents regarding their visit to help disseminate and foster knowledge about the UFV IPI. The awardee should present a seminar at his/her institution of origin to advertise and publicize the opportunities for international research collaboration with UFV.

10.4. Seminars and conferences must be presented in English.

10.5. Any formal report or result disclosure from the visit must acknowledge the financial support received through the UFV Institutional Internalization Program granted by CAPES-PrInt Call N° 41/2017.

10.6. To present a final report of activities, including copies of the generated products, such as defense papers, seminars delivered and other documents that could support the visit productivity and impact. Upon conclusion of their visit, the awardee should submit a final report to print@ufv.br within three months.

10.7. Applicants will not be entitled to receive any other cumulative financial aid from other Brazilian funding agencies.

11. Host professor obligations are:

11.1. To work closely with the visiting scholar and to ensure that UFV guidelines and standards are followed.

11.2. To be the interlocutor between the Office of Graduate Studies at UFV or CAPES and the awardee.

11.3. Ensure that the plan of activities is executed as planned.

11.4. Promptly report any problems or irregularities to the Office of Graduate Studies at UFV.

11.5. In the case of unexpected need to interrupt the visit, promptly report the situation to the Office of Graduate Studies at UFV.

11.6. To assist the visiting scholar in issues related to the visit, including but not exclusively limited to:

- 11.6.1. Visa application;
- 11.6.2. Registration at the National Registration of Foreigners - RNE (at Polícia Federal/Federal Police Department), if applicable;
- 11.6.3. Registration at Cadastro de Pessoa Física (CPF) (at Receita Federal/Internal Revenue Service), if applicable;
- 11.6.4. Opening of a bank account, if applicable;
- 11.6.5. Housing and health services matters.

12. Final Considerations

- 12.1. After the award announcement, the Office of Graduate Studies will register the awardee at the Brazilian funding agency supporting the fellowship, CAPES. CAPES will contact the awardee and require additional registration and agreement signature.
- 12.3. This Call for Proposals follows the Article 4, Clause 4.1, item 4.1.4.1. of the CAPES Notice 041/2017 - Program for Institutional Internationalization (CAPES-PrInt).
- 12.4. No awards will be granted to spouses or relatives up to a third-degree, according to Decree 7203 of June 4, 2010 in Binding Summary No. 13 / STF (Brazilian Federal Supreme Court).
- 12.5. If you have any questions or concerns on this Call, please contact PPG using the e-mail: print@ufv.br.
- 12.6. The cases not covered herein will be resolved by the CAPES-Print Project Manager Group at UFV.

Viçosa, August 22, 2023.

Raul Narciso Carvalho Guedes

Dean of Research and Graduate Studies