

AWARD

Professor Francisco Vieira de Almeida ↖

**4th Edition
RULES &
REGULATIONS**



FUNDAÇÃO
VASCO VIEIRA
DE ALMEIDA

U LISBOA

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FACULDADE
DE LETRAS

REGULATIONS

Professor Francisco Vieira de Almeida Award

Article 1

(Introduction)

1 - The Professor Francisco Vieira de Almeida Award (hereinafter "the Award") honours the namesake as part of the protocol in place between the Fundação Vasco Vieira de Almeida (hereinafter "the Fundação VVA"), the University of Lisbon (hereinafter "the University of Lisbon Press") and the Faculty of Arts and Humanities of the University of Lisbon (hereinafter "FLUL"). The Award will acknowledge papers in the fields of study associated with Professor Francisco Vieira de Almeida's work. The specific areas to be recognized will be decided for each edition of the competition.

2 - The Award will be publicized in Portugal

Article 2

(The Award)

1 - The Award is biennial and is awarded through a competition, distinguishing the best paper submitted in each edition. The Professor Francisco Vieira de Almeida Award can be awarded to graduates, masters, PhD's or post-doctoral researchers at FLUL up to a maximum of five years subsequent to the completion of their relevant academic degree or the end of their post-doctoral researcher status.

2 - The competition will be announced in due course through the media and on the Fundação VVA and FLUL websites.

3 - The value of the Award is €20,000 (twenty thousand euros), with an additional maximum of €6,000 (six thousand euros) as a contribution to publication costs, pursuant to Article 10.1.

Article 3

(Applicants and admissible papers)

- 1 - Only one paper can be submitted per applicant; however, the paper can be co-authored (by up to two individuals).
- 2 – Without prejudice to the provisions of paragraphs 2, 3, 7, and 8 of Article 10, papers may be submitted in Portuguese, French, or English.
- 3 - Submitted papers must be original, unpublished works that have not received awards in any other competition, whether academic or otherwise, including previous editions of this Award.
- 4 - Adaptations of master's theses and doctoral dissertations will be accepted in the competition, provided they have not been published prior to the Award. For the purposes of this Award, availability in a repository does not constitute publication.

Article 4

(Submission of papers)

- 1 - Applicants must submit their papers by the deadline specified in the call for papers for each edition of the competition, through an online application using the form available on the website www.fundacaovva.org.
- 2 - Applicants must take notice of the privacy policy available on the website <https://www.fundacaovva.org/politica-de-privacidade/>. During the application process, the Fundação VVA, as data controller, may share applicants' personal data with FLUL for the purposes of managing the application process and granting the Award. This processing is conducted under the relationship with the data subjects, which arises from their acceptance of these Regulations. The personal data of the applicant(s) who submit the award-winning paper may be processed by the Fundação VVA and shared with the University of Lisbon Press and FLUL for the purposes of granting the award and promoting the award-winning paper through the appropriate institutional means, on the same grounds.

3 - The submitted paper must include the author's name on the cover at the time of application.

4 - The body of the paper must be written in "Calibri" font, size 11, with 1.5 line spacing. Footnotes should have the same font and spacing, with a font size of 10. The paper should also include an opening abstract of no more than 250 words.

5 - As a general guideline, papers should adopt the following structure: abstract, table of contents, introduction, development, conclusion and bibliographical references.

6 - Applicants are required to submit their paper in an editable digital format.

Article 5

(Evaluation Committee)

1 - The Evaluation Committee will comprise five to ten members appointed by the Fundação VVA.

2 - The Evaluation Committee will be chaired by Vasco Vieira de Almeida and permanently composed of Professors (i) Miguel Tamen, (ii) José Pedro Serra, (iii) António Feijó, and (iv) the Director of the Faculty of Arts and Humanities of the University of Lisbon. After hearing the permanent members, the Fundação VVA will appoint one or more individuals for each edition, considering their position, academic standing or professional achievements, or the nature of their responsibilities. These individuals may be reappointed.

3 - If, for any reason, a permanent member decides or becomes unable to continue to sit on the Evaluation Committee, their replacement will be appointed by the Fundação VVA, having heard the opinion of the remaining permanent members.

4 - The decisions of the Evaluation Committee are final and shall not be subject to complaint or appeal.

Article 6

(Research Areas)

The research areas within the field of Humanities may be specified in the call for papers for each edition of the competition.

Article 7

(Assessment and ranking)

1 - The Evaluation Committee shall consider the scientific merits, coherence of arguments and ideas, research effort, literary rigor, and presentation of the paper when granting the Award.

2 - Submitted papers will not be classified, only the paper(s) attaining the best classification or classifications *ex aequo* will be selected and, where appropriate, those receiving an honourable mention.

Article 8

(Acceptance and deliberation on the papers)

1 - The Evaluation Committee will exclude papers:

- (a) Submitted after the deadline;
- (b) Addressing a topic different from the one specified in the call for papers;
- (c) Failing to meet the requirements set out in these Regulations or in the call for papers;
- (d) Whose application or applicant do not comply with the formalities or requirements provided for in the Regulations.

2 - Plagiarism shall result in the disqualification of the paper.

3 - The Evaluation Committee shall select the winning papers by November 30 of the year in which the Award is presented.

4 - The Evaluation Committee may determine not to grant the Award.

Article 9

(Announcement and presentation of the Award)

- 1 - The Evaluation Committee will announce its decision on the winning papers by mid-December of the year in which the Award is presented, informing the winning applicant(s) in person and the others in writing.
- 2 - The Award will be granted by the end of the year to which it refers, during a ceremony to be held at the Fundação VVA's headquarters or as designated by the Foundation.

Article 10

(Publication and promotion of the papers)

- 1 - Pursuant to and for the purposes of the Code of Copyright and Related Rights, the author(s) of the award-winning papers will authorize their publication in an edition managed by the University of Lisbon Press. The specific terms of that publication will be set out in a publishing contract to be executed with the University of Lisbon Press. The contract will involve a license, solely and exclusively, for the property rights of publication, reproduction and distribution over the award-winning paper. The author will retain copyright ownership of the award-winning paper.
- 2 - Unless otherwise agreed between the author(s) of the award-winning paper and the University of Lisbon Press, the publishing contract shall include, notably, (I) the exclusive license granted to the University of Lisbon Press for the property rights of publication, reproduction, distribution, and marketing of the award-winning paper, pursuant to the Code of Copyright and Related Rights, (II) the number of printed copies of the award-winning paper, (III) the duration of the award-winning paper's publication in print, and (IV) the number of planned editions and the rules governing successive editions.
- 3 – Without prejudice to the provisions of paragraph 5 of this clause, if the award-winning paper is not written in Portuguese, the author(s) shall undertake to translate the text within the timeframe reasonably determined by the University of Lisbon Press, for its publication. The translation, along with any associated costs, shall be borne by the author(s).
- 4 - The author(s) of award-winning papers undertake to have obtained the necessary authorizations

or vested rights to use the text and the image of any third parties comprised in the paper to be published.

5 - If the paper to be published is a master's thesis or doctoral dissertation, the author(s) will adapt the language of the text to ensure its suitability for publication as a book targeted at a general audience, in accordance with the publishing plan of the University of Lisbon Press.

6 - The author(s) award-winning papers shall cooperate with the Fundação VVA and the University of Lisbon Press as necessary for the purposes of the preceding paragraphs.

7 – If the author(s) of the award-winning paper, as described in paragraph 3 of this clause, fail(s) to provide the translation of the award-winning paper within the established deadline, they shall be required to return to the Fundação VVA the full amount of the Award granted, in accordance with Article 2, paragraph 3.

8 – In the scenario provided for in the previous paragraph, the author(s) may publish the award-winning paper with entities other than the University of Lisbon Press, provided that the publication explicitly and prominently acknowledges that the work received the Award.

Article 11

(Content and Amendments to the Regulations)

1 - The call for papers notice is deemed, for all intents and purposes, an integral part of these Regulations.

2 - These Regulations may be amended by the Fundação VVA.

3 - Any amendments to the Regulations made after the deadline for paper submissions shall not apply to that edition of the Award.

Article 12

(Doubts and gaps)

1 - Applicants may request clarification on the rules of the competition from the Fundação VVA by e-mailing premio@fundacaovva.org.

2 - The Fundação VVA will further settle all doubts and gaps in these Regulations of its own motion.