



FEDERAL PUBLIC SERVICE
FEDERAL UNIVERSITY OF BAHIA
PRO-RECTORIA GRADUATE TEACHING

**Call n.º 003/2019-PROPG WORK MISSIONS ABROAD CAPES-
PRINT/UFBA 2020**

Rectified on 01/28/202

A THE GRADUATE PRO-RECTORY OF THE FEDERAL UNIVERSITY OF BAHIA, in the use of its attributions, makes public the Notice for granting aid to work missions abroad from January to October 2020, within the framework of THE CAPES-PrInt/UFBA NOTICE, aiming at the distribution among UFBA professors linked to graduate programs participating in the Institutional Internationalization Program - CAPES-PrInt/UFBA.

1. GENERAL CONDITIONS

- 1.1. This notice regulates the selection process established by UFBA for granting aid to Work Missions Abroad, lasting from 07 (seven) to 20 (twenty) days, including the period of displacement, within the scope of CAPES-PrInt/UFBA, for UFBA professors linked to graduate programs (PPG) participating in Institutional Internationalization Program - CAPES-PrInt/UFBA.
- 1.2. The projects priority order will be established and appropriate by CAPES-PrInt/UFBA Management Committee, due to the values available for each theme and adherence to the objectives of Call CAPES-PrInt No. 41/2017, Amendment V/2018, as well as Ordinance Capes No. 08, of January 12, 2018 and CAPES-PrInt /UFBA Project.

2. REQUIREMENTS

- 2.1. Ser To be a professor of ufba's permanent staff, linked to a graduate program participating in the institutional project of CAPES-PrInt;
- 2.2. The proposed activity plan must be associated with CAPES-PrInt Theme/UFBA, indicated in the Institutional Project approved by CAPES, available on www.capesprint.ufba.br page;
- 2.3. The country of destination must be chosen from those indicated in the Institutional

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Project approved by CAPES, made available on www.capesprint.ufba.br page;

- 2.4. Not be in the enjoyment of a holiday or paid leave during the mission period;
- 2.5. Official removal ordinance from the country, contemplating the entire period of the work mission;
- 2.6. Approval of the application in this Notice does not imply the granting of the request for removal of the teacher;
- 2.7. The UFBA professor can only request support for a work mission every 24 months

3. ENROLMENT

Registration must be made on the www.sapi.ufba.br page, attaching related documents, in a single PDF up to (24MB):

- a) Minutes of the graduate school of the Graduate School approving the applications;
- b) Registration form available at www.capesprint.ufba.br;
- c) Acceptance letter of the destination institution or event, printed on letterhead, dated and signed by the foreign researcher stating: i) on the acceptance of the research plan or the visit; (ii) in the case of a congress the acceptance letter indicating the title of the work to be given; iii) period of the work mission (day/month/year).
- d) List of the five most relevant publications carried out by the candidate in the last five years;
- e) Work plan, with a maximum of 03 (three) pages being associated with a CAPES-PrInt /UFBA Theme, indicated in the Institutional Project approved by CAPES, available on www.capesprint.ufba.br page



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4. SELECTION AND CRITERIA

4.1. The selection and classification order of the proposals indicated by the Graduate Programs will be carried out according to the Capes- PRINT/UFBA Management Committee evaluation, considering the following criteria and weights:

Criteria	Percentual Weights
Academic-scientific tradition of the institution of destination or event	25%
Work plan considering its merit, originality, relevance and expected results with its development	25%
Project adherence to capes- print /UFBA project theme in which it is inserted	20%
Candidate curriculum including the five most outstanding productions	30%

5. BENEFITS

5.1. As provided for in Notice 41/2017 - Amendment V/2018, Item 4, point 4.1.1

- a) Air fare round and forth in economy class, without baggage (when charged by the airline), with ceiling set forth in the Annex of this notice;
- b) b) Daily, according to the quantity established by the CAPES PrInt UFBA Management Committee, from 7 to 20 days;
- c) c) Value for the acquisition of health insurance during stay abroad. (Annex IX of Call 41/2017 CAPES PrInt).

5.2. These aid will be implemented by the Steering Committee and financed by CAPES, and the granting of the aid is conditional on compliance with the rules and schedules established by CAPES.

5.3 Acquisition of tickets and the transfer of other benefits are conditional on the publication of the application for removal in the Official Gazette. For more information about the request



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access: http://www.cgp.ufba.br/Afastamento_docente.asp

6. SCHEDULE

Travel Date	Registration Period	Partial Result	Final Result
January to May 2020	09/16/2019 to 01/04/2019	10/15/2019	11/01/2019
June to September 2020	11/01/2019 to 12/01/2019	01/15/2020	02/01/2020
September and October 2020	03/01/2020 to 03/30/2020	05/15/2020	06/01/2020

7. SOURCES

Pedido Request for appeal regarding the decision of the Steering Committee should be brought, through SAPI system (www.sapi.ufba.br), within five (5) calendar days, from the disclosure of the result by Pro-Rector of Graduate Education, to be disclosed on www.capesprint.ufba.br page

8. SCHOLARSHIP IMPLEMENTATION

After the results are released, the selected candidates will receive e-mail from PROPG with the request for documents necessary for the implementation of the scholarship, as shown below:

- a) Application plan models to be sent in the summoning email to the recipients;
- b) Link Curriculum lattes, updated;
- c) Receipt "Model A" when transferring financial resources from daily and health insurance, to be signed at PROPG;
- d) Ticket Request Form with information pertinent to travel, available on www.capesprint.com.br page;
- e) Publication of the removal in the DOU, stating that the full period of the trip will be with CAPES burden.



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9. ACCOUNTABILITY

Os The scholarship beneficiaries should present the PROPG scientific technical report of the research activities developed during the mission, within 30 days of return.

Those benefited from the aid must present the original proofs of the costs incurred, at PROPG within 10 days

Passage	Copy of passport with entry stamp and exit from destination country
	Electronic Travel Ticket
	Boarding pass (round trip)
Daily CAPES has notified that the accountability of the daily	Proof of travel expenses (hotel invoices/ lodgings) deleted
	Proof of food expenses deleted
	Travel expense vouchers deleted
	In the case of a congress, submit the congress certificate
Health Insurance	Health insurance purchase proof (copy of voucher payment and clause of the contract)



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10. GENERAL PROVISIONS

This notice may be revoked or cancelled, in part or in all, at any time, provided that supervenient reasons thus determine this, without generating rights or obligations in relation to any interested parties.

The omitted cases will be resolved by the Management Committee of CAPES PrInt UFBA.

Clarifications about the content of this notice can be obtained through the email:

propg@ufba.br

Salvador, September 16, 2019

Olival Freire Junior
Management Committee Chairman



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ANNEXS

**ANNEX IX - FINANCING ITEMS - AID FOR WORK MISSIONS AND RESOURCES
FOR MAINTENANCE OF RESEARCH PROJECTS IN INTERNATIONAL
COOPERATION**

- 1- The values of this annex should be used to calculate the budget of proposals for institutional internationalization project (PII), being converted into reais to the quotation of R\$3.60 for each dollar.
- 2- The reference values for the assistance displacement (for the cost of air tickets) of the work missions of research projects in international cooperation or individual work missions shall be based on the value of ticket in economy class, comparing at least three quotations and opting for the lower value quotation; alternatively, in the values contained in Ordinance 201/2017, according to Table I:

TABLE I - Travel aid

Geographic region	Value (USD)
Africa	1.891,00
Central America	1.323,00
North America	1.604,00
South America	736,00
Asia	2.521,00
Europe	1.706,00
Oceania	3.121,00

- 3- The amounts of the allowance for daily rates will be based on Ordinance 132/2016, according to Table II:

TABLE II

Group of Countries	Value (USD)
Group A	Until 180,00
Group B	Until 260,00
Group C	Until 310,00
Group D	Until 370,00



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- 4- Health insurance assistance in work missions, under projects or individuals, will be paid according to the amounts contained in Ordinance 201/2017. However, for the purpose of calculating the budget of the Institutional Project Proposal, the amount of USD 90.00 per mission should be used.