

CENTRE FOR THE RESEARCH AND TECHNOLOGY OF AGRO- ENVIRONMENTAL AND BIOLOGICAL SCIENCES

FINANCIAL REGULATION 2024

Article 1

CITAB's Pluriannual Funding is defined annually by the Foundation for Science and Technology (FCT), based on the classification obtained in the regular evaluation exercises of the Research Units, and is divided into Base and Programmatic Funding.

Article 2

The distribution of the Base Funding includes the following components: a) Amount for the members integrated on December 31 of the immediately preceding year; b) Scientific Productivity Funding (SPF); c) Funds for the Board of Directors; d) Other Funds; and e) UTAD overheads.

Article 3

The distribution of the Base Funding among the components listed in Article 2 shall be defined annually at a meeting of the Scientific Council, on a proposal from the Board of Directors, under the available funding and the approved financial plan. The table with percentage distribution by component and respective quantities, approved for the current period by the Scientific Council, is published in ANNEX I.

Article 4

The SPF exclusively includes articles in journals indexed in the SCOPUS database and approved patents (1 approved patent is equivalent to 1 publication), published in the two years before the distribution of the SPF following article 4, point 2 of the CITAB General Regulation.

Article 5

The attribution of the SPF begins in the second year of validation as a member of CITAB.

Article 6

Only publications with a reference to CITAB in the *Affiliation* and with a reference to the CITAB Funding by FCT in the *Acknowledgments/Funding* section are considered for SPF distribution.

Article 7

Concerning CITAB Collaborators and Scholarship Researchers, only publications in which one of the authors is a CITAB Integrated Member are counted for SPF distribution.

Article 8

- i. Individual accounting of SPF will be based on:
- in the author's ordinal position in the publication;
 - in the number of authors;
 - in the best quartile of the publication's journal. The Quartile is defined as follows: greater than or equal to 75%, Q1; greater than or equal to 50% and less than 75%, Q2; greater than or equal to 25% and less than 50%, Q3; less than 25%, Q4.
 - in collaborations established with teams external to CITAB, from national or international entities.

The SPF will be a function of the number of effective individual publications (EIP).

ii. Calculation for EIP Assignment:

- the number of EIPs is determined according to Table 1, depending on the ordinal position and the number of authors;

Table 1 - Number of EIPs, per publication, as a function of the total number of authors of the publication and the ordinal position of the CITAB authors.

No. of authors	Ordinal Position	EIP – Effective Individual Publications
1		1
2	1	0.5
	2	0.5
3	1	0.35
	2	0.30
	last	0.35
4	1	0.30
	2	0.20
	3	0.20
	last	0.30
5 or + authors	1	0.25
	2 to penultimate	0.5/(number of CITAB authors in intermediate position, if all of them are from the CITAB)
	last	0.2/(number of CITAB authors in an intermediate position, if there is external collaboration)
		0.25

Note: If two authors are marked as first author, the average of the fractions corresponding to the 1st, 2nd and last authors is calculated to determine the EIP.

- the EIP values obtained are subject to a multiplicative factor according to the journal's indexing quartile and the nature of the collaborations established with teams external to CITAB (Table 2):

Table 2- Multiplicative quartile factors and the nature of collaborations with teams external to CITAB.

Quartile	No collaboration	National collaboration (+10%)	International collaboration (+20%)
Q1	2.0	2.2	2.4
Q2	1.5	1.65	1.8
Q3	1.0	1.1	1.2
Q4	0.5	0.55	0.6

iii. A patent will have a multiplicative factor corresponding to a publication in Q1 and subject to the nature of the corresponding collaborations.

Article 9

CITAB members are obliged to submit a copy of the publications to the CITAB Secretariat whenever the Board of Directors requires it.

Article 10

CITAB's funds, components a) and b) of article 2, will be distributed among the members who have submitted their annual activity report, within the deadline defined by the Board of Directors.

Article 11

CITAB members have management freedom concerning the loan or joint use of funds. It is incumbent upon the Director of CITAB to validate and authorize the management of the funds distributed by each member.

Article 12

The CITAB Board of Directors will define the management of funds that are not timely used by the members to whom they have been allocated.

Article 13

This Financial Regulation will enter into force from January 2023.

Article 14

Any decisions on points omitted in these Regulations are the exclusive competence of the Scientific Council of CITAB.

ANNEX I

Distribution of Base Funding for 2025

Component	Percentage (%)
a) Funding for members at the last revision status	28
b) SPF-Scientific Productivity Funding	30
c) Funding for the Board of Directors	1
d) Other operational costs*	21
e) UTAD overheads	20
TOTAL	100

*Expenditure on qualified human resources

Approved by CITAB's Scientific Council on 13 January 2025.