

UN — Portugal Digital Fellowship

DIGITAL INNOVATION AND TRANSFORMATION

Guidelines for the Selection of Fellows



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2025

UN – Portugal Digital Fellowship

1. Objectives

The purpose of the UN - Portugal Digital Fellowship Programme is to:

- Provide high-level digital policy officials from UN Member States classified under UNCTAD's classification of economies as developing economies with access to a capacity-building programme tailored to the needs of decision-makers, as well as empower a new generation of leaders with the knowledge and skills to address pressing digital-related issues.
- Build capacity in developing countries with the view to assisting in the driving of innovative solutions to foster digital transformation, economic growth and equity.
- Equip participants with further expertise to be an effective digital policy decision-maker at the national and international level via a unique inter-disciplinary curriculum integrating the key domains of digital innovation and transformation.
- Facilitate international cooperation and information sharing on digital-related issues by providing a platform for national high-level officials to network and build relationships with their foreign counterparts, leveraging the expertise of both Portuguese and international experts.
- Support the achievement of the United Nations Sustainable Development Goals.

2. Number of fellowships

Up to a maximum of 25 (twenty-five) fellowship will be awarded per year.

3. Qualifications required

The desired qualifications of nominees include:

- The UN-Portugal Digital Fellowship is intended for high-level officials, namely heads/deputy heads of national agencies overseeing and responsible for digital policy and/or their equivalents holding decision-making responsibility in the areas of digital policy, innovation and transformation.
- Candidates should have demonstrable experience in digital policymaking and governance for their respective national authorities. Candidates should be currently employed in the service of their respective Governments with plans to stay in the related role for the foreseeable future.
- Candidates must have a good working knowledge of English as the Fellowship will be conducted only in this language.
- The nomination of women candidates is highly encouraged with a view to achieving the equal, full, inclusive, and effective gender participation. The United Nations prioritises the equal participation of women and men in all its sponsored activities, including this Fellowship.
- **Priority will be given to Landlocked Developing Countries (LLDCs) and Least Developed Countries (LDCs), considering an equitable geographic distribution.**

4. Procedure for submission of nominations

To nominate a candidate to participate in the Fellowship Programme, three documents are required and should be sent by email to digitalfellowship@mne.pt and to egov-digitalfellowship@unu.edu.

1. An official communication (i.e., Note Verbale) from the respective Permanent Mission to the United Nations in New York listing all nominations from the Member State (if more than one nomination is made, these should be ranked by order of priority).
2. A nomination form (as contained in Annex IV) must be submitted for each individual candidate.
3. A passport copy must be submitted for each individual candidate.

5. Deadline for nominations

All nominations must be received by March 31st, 2025. Nominations received after this date will not be considered.

6. Dates and duration of the Fellowship

The first seminar will take place from 26-30 May 2025, spanning a total of 5 (five) days (excludes travel time to and from Portugal). Participants are required to attend the whole duration of the Fellowship as the sessions will build on each other.

7. Financial and logistical aspects

Each selected participant will be provided with:

- Round trip economy class flights from the capital of the country of origin to Porto International Airport.
- Transportation from Porto International Airport to Guimarães.
- Hotel accommodation in Guimarães for the duration of the Fellowship.
- Breakfast, lunches, coffee breaks and dinners for the duration of the Fellowship.

The organizers will not be providing:

- Internal travels in the country of origin, nor flights initially departing from and/or having as final destination any city other than the capital of the country of origin.
- Daily subsistence allowances (DSA).
- Travel or personal insurance cover. Participants are encouraged to purchase those by their own means.
- Assistance in obtaining travel visas. Once selected, participants should make their own arrangements to obtain the aforementioned visa for their visit to Portugal, as necessary and as soon as possible. Information on visa requirements can be found on the following webpage,

namely under “who needs a visa” and “where should you lodge a visa application” on the right-hand side menu: <https://vistos.mne.gov.pt/en/short-stay-visas-schengen/general-information/who-needs-a-visa>.

The organizers shall also not be held liable for any claims, damages, losses, or expenses arising from or in connection with the services provided. By deciding to apply to the Fellowship and upon selection, participants acknowledge that the organizers bear no responsibility for the actions, omissions, or any other occurrences involving participants. Any claims, liabilities, damages, costs, or expenses related to the services involving the participants will be without implication of liability to the organizers.

More information on the submission of nominations procedure, including the necessary documents:



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