

TENDER DOCUMENTATION
for an open competition for grants by the Government of the Russian Federation for
state support of scientific research conducted under the direction of leading scientists
in Russian educational institutions of higher education, scientific institutions
subordinate to the Federal Agency for Scientific Organizations, and state scientific
centers of the Russian Federation

(stage VI)

Moscow 2017

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I. TERMS AND DEFINITIONS

Program – state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation within the subprogram «Institutional development of science and research sector» of the state program «Development of science and technology» of the Russian Federation for years 2013 – 2020.

Grant of the Government of the Russian Federation – funds provided to a Russian educational institution of higher education or a scientific institution, or state scientific center of the Russian Federation from the budget of the Russian Federation in the form of a grant to support scientific research conducted under direction of a leading scientists in that educational institution of higher education or a scientific institution, or state scientific center of the Russian Federation.

Council — Grant Council of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation within the subprogram «Institutional development of science and research sector» of the state program «Development of science and technology» for years 2013 – 2020 approved by the decree of the Government of the Russian Federation No 1922-p of 15 October 2012 (with changes adopted by the Government of the Russian Federation on 17 September 2016 with No 1974-p and on 03 March 2017 with No 386-p).

Official website of the Ministry of Education and Science of Russia – the official website of the Ministry of Education and Science of Russia on the Internet. The address of the website is <http://минобрнауки.рф>.

Designated website of the Program – website of the Program on the Internet. The address of the website is <http://www.p220.ru>.

Application registration portal of the Program – designated system with an interface on the Internet. The address of the portal is <http://konkurs.p220.ru>. The system is intended for use by individuals interested in participating in the Program and should be used for preparing an application for the Program.

II. INFORMATION CONCERNING THE COMPETITION

1. General provisions

- 1.1. This competition for grants of the Government for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation (hereinafter referred to as «the competition») is launched in accordance with articles 4, 7 of the Statute on allocation of grants of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation within the subprogram «Institutional development of science and research sector» of the state program «Development of science and technology» for years 2013 – 2020 approved by the decree of the Government of the Russian Federation No 220 of 09 April 2010.
- 1.2. The aim of this competition is to determine in a designated procedure those applicant(s) of the competition who offers the best scientific research project(s) for state support in the form of a grant from the Government of the Russian Federation.
- 1.3. Grant of the Government of the Russian Federation are allocated in an amount of up to 90 million rubles each for conducting scientific research over 3 years (2018 – 2020).
- 1.4. Based on the results of competitive selection, a grant allocation agreement is signed by every winner of the competition. The form of the agreement was approved by the Decree No 1657 of the Ministry of Education and Science of the Russian Federation on 27 December 2016 (Appendix 1 to the tender documentation).
- 1.5. Legislation of the Russian Federation applies to all proceedings between parties within the competition.

2. Information about the organizer of the competition and specialized organization

- 2.1. The organizer of the competition is the Ministry of Education and Science of the Russian Federation
Location and postal address of the organizer of the competition:: 11 Tverskaya str, Moscow, Russia, 125993.
The organizer's executive officer for issues of conducting the competition – Mekhryakova Irina Konstantinovna, phone +7 (499) 681-03-87 (ext. 4413).
- 2.2. The organization performing organizational and technical support for the competition is LLC «Inconsult K».
Location and postal address of LLC «Inconsult K»:
6 bldg 2 3rd Kadashevskiy per., Moscow, 115035.
Executive officer for issues of conducting the competition on behalf of LLC «Inconsult K» – Suryadnova Olga Viktorovna, phone +7 (495) 989-73-76.

3. Requirements for participants of the competition

- 3.1. Russian educational institutions of higher education (hereinafter referred to as «educational institutions») or scientific institutions subordinate to the Federal Agency for Scientific Organizations or state scientific centers of the Russian Federation (hereinafter referred to as «scientific organizations») can enter the competition in collaboration with a Russian or foreign leading scientist occupying one of the top positions in a particular field of studies. Individuals who submit a joint application for the competition in accordance with article 10.1 of the tender documentation, are treated as a single applicant for the purposes of the competition.

- 3.2. A leading scientist can participate in one scientific research project. Number of scientific research projects conducted on the grounds of one educational institution or scientific organization is not limited.
- 3.3. To confirm his/her status for the purpose of the competition it is advised for the leading scientist to have scientometrical indicators above thresholds specified in the Appendix 2 of the tender documentation.
The leading scientist should specify [reflecting the current situation] information on his/her publications in scientific issues indexed by the Web of Science Core Collection database and personal profile at the ResearcherID information resource.
- 3.4. The following types of applicants can not enter the competition:
 - 1) leading scientists who were winners of competitions for grants of the Government for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation in 2010 – 2016;
 - 2) leading scientists who are members of the Council, as well as members of the competition commission formed by the Ministry of Education and Science of the Russian Federation to conduct the competition;
 - 3) leading scientists who are managing projects (as chiefs of departments of complex scientific programs of the organization) supported by the Russian Scientific Foundation if their projects will not be finished until 31 December 2017;
 - 4) educational or scientific institutions in respect of which a decision has been made to dissolve such an organization or to merge it into another organization.
- 3.5. Leading scientists who have been in labour relationship¹ with companies situated in a particular region of the Russian Federation since 2016 and until the day the tender documentation was published, cannot submit an application in collaboration with educational or scientific organizations situated in that region of the Russian Federation².

4. Requirements for scientific research projects and order of conducting the projects

- 4.1. Scientific research projects offered in an application should not repeat scientific research project conducted in the current or preceding periods using funding from the budget of the Russian Federation or other sources.
- 4.2. A scientific research project should be aimed at solution of particular tasks outlined in the Strategy of Scientific and Technological Development of the Russian Federation (approved by the Order of the President of the Russian Federation No 642 of 01 December 2016). A scientific research project should allow to obtain scientific and technological results and to create technologies laying basis for innovational development of the goods and services internal market and assuring stable position of Russia on the international market. A scientific research project should make possible:
 - a) transfer to state-of-the-art digital, intellectual manufacturing technologies, robotics systems, new materials and construction methods, creation of big data processing systems, machine learning and artificial intelligence solutions;

¹ For the purposes of the competition, a «labour relationship» is a collaboration between the leading scientist and the organization based on a labour agreement or a general contract excluding delivering lectures by the leading scientist or short-term collaboration of parties (no longer than 3 months per year)

² This limitation also applies to cases when both organizations (employer of the leading scientist and the educational/scientific institution) are situated:
in Moscow and the Moscow Region;
or in Saint Petersburg and Leningrad Region;
or in Sevastopol and the Republic of Crimea.

- b) transfer to ecologically friendly and cost-effective energy generation, improving efficiency of extraction and deep processing of crude hydrocarbons, formation of new sources, ways to transfer and store energy;
 - c) transfer to personalised medicine, high-tech healthcare and health protection technologies, including by means of rational application of medications (first and utmost, antibacterial medications);
 - d) transfer to highly productive and ecologically friendly agriculture and aquaculture, development of systems to rationally apply means of chemical and biological protection of agricultural plants and animals, storage and efficient processing of agricultural products, creation of safe and high quality nutritional products (including functional nutritional products);
 - e) countermeasures against anthropogenic, biogenic, social and cultural threats, terrorism and ideological extremism, as well as cyberthreats and other sources of danger to society, economy and the state;
 - f) connectivity between regions of the Russian Federation by means of creating intellectual transport and telecommunication system; achieving and maintaining top positions in the field of transport in logistics systems, exploration and utilisation of outer space and airspace, the World Ocean, the Arctic and the Antarctic;
 - g) opportunity for the Russian society to effectively meet, using methods of humanitarian and social sciences, major challenges concerning interaction of humans with the nature, humans with technologies, social institutes on the modern stage of global development
- 4.3. Applications for grants of the Government of the Russian Federation can be submitted for research conducted in the following fields of studies:

4.3.1. Natural and exact sciences.

Mathematics.
 Computer and information sciences.
 Physics.
 Space sciences.
 Chemistry.
 Earth sciences and adjacent ecological sciences.
 Biology.

4.3.2. Technology.

Construction and architecture.
 Electrical engineering, electronics and information technologies.
 Mechanics and machinery.
 Chemical technologies.
 Materials technologies.
 Medical technologies.
 Energy and rational nature management.
 Ecological and industrial biotechnologies.
 Nanotechnologies.

4.3.3. Medical and Health Sciences.

Fundamental medicine.
 Clinical medicine.
 Health sciences.
 Medical biotechnologies.

4.3.4. Agricultural sciences.

Agriculture, forestry and fisheries.
 Cattle breeding and milk production.
 Veterinary medicine.
 Agricultural biotechnologies.

4.3.5. Social sciences.

Psychology.

Economy and business.
Pedagogy.
Sociology.
Law studies.
Political studies.
Social and economical geography.
Media and mass communications.

4.3.6. Human sciences.

History and archeology.
Languages and literature.
Philosophy, ethics, religion.
Art history.

- 4.4. A research team formed by a leading scientist to conduct scientific research in an educational institution should include, for the whole duration of the research project, at least 2 candidates of sciences, at least 3 post-graduate students and 3 students studying at the educational institution on the grounds of which the scientific research project is conducted. A research team formed by leading scientist to conduct scientific research in a scientific institution should include, for the whole duration of the research project, at least 3 candidates of sciences and at least 4 post-graduate students studying at the scientific institution on the grounds of which the scientific research project is conducted. Share of young scientists (of age up to 39 years inclusive) in a scientific team should be at least 50 per cent for the whole duration of the research project. Replacement of key members of a research team is allowed only in extraordinary situations by written notice of the Ministry of Education and Science of Russia provided that the skill level of the research team will not be reduced as a result of such a replacement. At the same time, requirements for research teams listed above still apply.
- 4.5. Research projects should be coordinated by the leading scientist at the hosting organization. The leading scientist should be physically present at the hosting educational institution or scientific institution:
- a) for leading scientists constantly or predominantly residing outside of the Russian Federation – at least 120 days (aggregate)³ each year during the period of the scientific research project;
 - b) for leading scientists constantly or predominantly residing in the Russian Federation – at least 180 days (aggregate)**Ошибка! Закладка не определена.** each year during the period of the scientific research project (except for the cases listed in paragraphs (c) and (d) of article 4.5 of the tender documentation);
 - c) for leading scientists residing in Moscow or the Moscow Region and submitting an application to conduct a scientific research project in an educational institution or a scientific institution situated in Saint Petersburg or the Leningrad Region – at least 360 days each year during the period of the scientific research project⁴;
 - d) for leading scientists residing in Saint Petersburg or the Leningrad Region and submitting an application to conduct a scientific research project in an educational institution or scientific institution situated in Moscow or the Moscow Region – at least 360 days each year during the period of the scientific research project⁴;
- 4.6. The educational institution or scientific organization should:
- a) ensure continuous funding of the research project according to an approved cost estimation for the research project;

³ This period also includes weekends and bank holidays within the period of presence of the leading scientist at the educational institution or scientific institution.

⁴ This period also includes weekends and bank holidays within the period of presence of the leading scientist at the educational institution or scientific institution as well as the leading scientist's annual paid leave.

- b) provide space for conducting the scientific research in acceptable condition; ensure that the research team has access to experimental equipment necessary to the conduct scientific research project;
 - c) to sign general contracts or labour agreements with the leading scientist and members of the research team;
 - d) to pay rewards to members of the research team for conducting the scientific research project in accordance with amount and quality of work of each member of the research team.
- 4.7. Educational institution or scientific institution can spend funds from the grant of the Government of the Russian Federation only with approval of the leading scientist managing the scientific research project.
- 4.8. Overall volume of rewards to the leading scientist and members of the research team should not exceed 60 per cent of the volume of the grant of the Government of the Russian Federation (including taxes and other social payments).
- 4.9. Obligatory results of conducting a research project are publication of at least 3 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 2 patent applications for inventions, utility models within the first 18 months since the beginning of the scientific research project and publication of at least 5 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 3 patent applications for inventions, utility models within the first 30 months since the beginning of the scientific research project.
- Recommended results of conducting the scientific research are publication of at least 5 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least 1 article in scientific issues in the first quartile (Q1⁵) of the Web of Science Core Collection database and/or filing at least 5 patent applications for inventions, utility models (including at least 1 filed in an international procedure) within the first 18 months of the beginning of the scientific research project as well as publication of at least 8 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least 3 articles in scientific issues in the first quartile (Q1⁵) of the Web of Science Core Collection database and/or filing at least 5 patent applications for inventions, utility models (including at least 3 filed in an international procedure) and/or receipt of 3 patents within the first 30 months of the beginning of the scientific research project.
- 4.10. Responsibility for achieving the results that were agreed upon in the grant allocation agreement lies on the leading scientist.
- Responsibility for proper use of the grant funding lies on the educational institution or scientific organization.
- 4.11. Educational institution or scientific institution should ensure further development and functioning of the laboratory after the end of the scientific research and to provide reports in the prescribed form concerning scientific research conducted by the laboratory and its results for three years after the end of the research project.

5. Expenditures incurred by participation in the competition

- 5.1. All the expenses in connection with participation in the competition including expenses related to preparation and submission of applications for the competition should be paid by participants of the competition.

⁵ Recommendations concerning the number of publications in scientific issues from the first quartile (Q1) of the Web of Science Core Collection database are applicable to scientific research project falling into the following categories: «Natural and exact sciences», «Technology», «Medical and Health Sciences», «Agricultural sciences»

6. Clarification of condition of the tender documentation

- 6.1. In case there is a necessity to receive clarification of conditions of the tender documentation, any individual interested in taking part in the competition in accordance with set conditions can file an inquiry in written form (including using an email with a scan of the paper inquiry in the form of a PDF file).
- 6.2. The inquiry should include:
 - the name of the competition and the name of the organizer of the competition;
 - name of the organization, its location or full name of the leading scientist and his/her place of residence;
 - the article of the tender documentation that requires clarification;
 - questions that require clarification;
 - method of receiving the clarification (post, fax, email) with providing corresponding postal address, fax number, email to send the clarification.
- 6.3. The Ministry of Education and Science of Russia provides a written reply containing necessary clarifications within 5 workdays since reception of an inquiry for clarifications filed in the prescribed manner. An inquiry for clarifications should be filed no later than 7 workdays before the end of the application submission period.

7. Making changes to the Notification on conducting the competition and the tender documentation

- 7.1. The Ministry of Education and Science of Russia has the right to make changes to the Notification on conducting the competition and the tender documentation during the first half of the application period.
- 7.2. Changes to the notification on conducting the competition and the tender documentation are published at the official website of the Ministry of Education and Science of Russia and/or at the Designated website of the Program.
- 7.3. Persons interested in taking part in the competition should track changes to the Notification on conducting the competition and the tender documentation.
- 7.4. The Ministry of Education and Science of Russia should not be held liable for failure of participants of the competitions to track changes made in prescribed order to the notification on conducting the competition and the tender documentation.

8. Cancellation of the competition

- 8.1. The Ministry of Education and Science of Russia can cancel the competition during the first half of the application period in case of a reduction of federal budget allocations for the competition that are transferred to the Ministry of Education and Science of Russia to award grants. The competition can also canceled in case of necessity to clarify the competition's terms and conditions, as well as for other reasons.
- 8.2. In case the Ministry of Education of Russia makes the decision to cancel the competition, a notice will be replaced at the official website of the Ministry of Education and Science of Russia and/or at the Designated website of the Program no later than on the day following the day the decision is made.
- 8.3. Envelopes containing competition applications received by the Ministry of Education and Science of the Russian Federation by the moment of decision to cancel the competition are open in case at least one of the participants of the competitions files a request to return the corresponding application. Competition applications are return only to participants of the competitions who have sent a request to return the corresponding application.

9. Content of the application for participation in the competition

An application for the competition should contain:

- 9.1. A document according to the Form 1 «Application for participation in the competition»;
Documents concerning the leading scientist:

- 9.2. CV of the leading scientist;
- 9.3. A document according to the Form 2 «Scientific achievements and work experience of the leading scientist»;
- 9.4. Written consent of the employer of the leading scientist to his/her participation in the scientific research conducted in a Russian educational institution or scientific institution in accordance with the conditions of the competition including:
signing a grant allocation agreement by the leading science on his/her own behalf in case the application is declared the winner (Appendix 1 of the competition documentation contains a form of a grant allocation agreement);
personal presence on site presence at the educational institution or scientific organization during the prescribed period (paragraph 4.5 of the tender documentation) for personal management of the laboratory and the scientific research project⁶;
- 9.5. Copies of the leading scientist's passport containing surname, name and patronymic (if applicable) of the leading scientist and his place of residence.
- 9.6. A document according to the Form 3 «Scientific achievements and work experience of the key members of the research team».

Documents concerning the scientific research project:

- 9.7. A document according to the Form 4 «Description of the scientific research project»;
- 9.8. A document according to the Form 5 «Plan of the scientific research project»;
- 9.9. A document according to the Form 6 «List of key efficiency indicators of the scientific research project»;
- 9.10. A document according to the Form 7 «Cost estimate of the scientific research project»;
- 9.11. A document according to the Form 8 «Obligation of the organization to create a laboratory and provide housing to the leading scientist for the period of conducting of the scientific research project»;
- 9.12. A document confirming the right of a representative to act on behalf of the applicant (including signing documents for the application for the competition) – such a document can be an election decision, appointment order (for an official of an organization holding the right to act without a power of attorney), power of attorney or a copy of such sealed by the organization (for all other individuals).
- 9.13. A document according to the Form 9 «Annotation of the application for participation in the competition».
- 9.14. Written consent of a body acting as a founder of the educational institution or scientific institution to undertake obligations specified in paragraph 4.6 of the tender documentation. The consent should be provided on the founder's letterhead form⁷.

10. *Preparing an application for the competition*

- 10.1. Only applications prepared jointly by a leading scientist and an educational institution or by a leading scientist and a scientific institution that conform to requirements will be accepted for the competition.
- 10.2. Individuals interested in taking part in the competition prepare an application for participation in the competition only using the application registration portal of the Program.
Instructions for preparation of an application for participation in the competition using the application registration portal of the Program are published at the Designated website of the Program.

⁶ Leading scientists not currently attached to a permanent employer or planning to terminate the current labour relationship with an employer due to participation in the competition for the duration of the scientific research project should attach a corresponding written notice to the application for participation in the competition.

⁷ This document should be attached to the application for participation in the competition in case if the educational institution or scientific institution being a budgetary or autonomous institution is not subordinate to the Ministry of Education and Science of the Russian Federation.

- 10.3. Documents of the application for participation in the competition should be prepared in Russian and English languages unless otherwise stipulated by this article of the tender documentation. Usage of only one of the two specified languages or any other languages in an applications can be considered as failure of the application to conform with the requirements set by the tender documentation.
Documents listed in paragraphs 9.4 and 9.5 of the tender documentation should be provided in Russian or English. If the original language of those documents is different from required languages, they should be translated to Russian or English. In case a translation of those documents to Russian or English is not included from the application, these documents will be considered missing from the application.
Documents prescribed by paragraphs 9.12 and 9.14 of the tender documentation should be submitted in Russian..
- 10.4. Requested amount of funding from the federal budget for conducting the scientific research project should be specified in the application for participation in the competition in Russian rubles and should not exceed the maximum amount per one grant allocation agreement.
- 10.5. Documents of the application for participation in the competition should be printed on paper, approved by signature (depending on the contents of the documents) of the leading scientist's signature or of an individual authorised by the educational institution or scientific institution or of an individual authorised by a body acting as a founder of the educational institution or scientific institution. Documents should also be sealed by the organization.
Usage of facsimile signatures on application documents is not allowed.
Digital copies (in the form of PDF files) of paper documents should be prepared using a scanner or other device.
- 10.6. Presence of significant contradictions in information provided in the application documents is considered by the competition commission as failure of the application to meet the requirements set by the tender documentation.

11. Submitting an application for the competition

- 11.1. Participants of the competition should submit their applications **before 18 hours 00 minutes (Moscow time) of 14 July 2017:**
in electronic form by submitting copies of documents listed in paragraphs 9.1 – 9.14 of the tender documentation to the Application registration portal of the Program in the form of PDF files (**full version**);
in paper form to the address of the competition organizer. Documents submitted in paper form are the application according to the Form 1 (paragraph 9.1 of the tender documentation) and the power of attorney (paragraph 9.12 of the tender documentation – if authority to act on behalf of the participant of the competition is granted by the power of attorney) (**short version**).
Applicant should ensure that application document sent to the organizer's address in paper form are identical to their electronic copies submitted to the Application registration portal of the Program.
- 11.2. When submitting an application for participation in the competition in paper form to the address of the organizer of the competition in a sealed envelope, the participant of the competition should put the following remark on the envelope: «Application for participation in the competition for grants by the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation (stage VI)».
- 11.3. An application will not be reviewed and evaluated if:
- a) the application is received by the organizer of the competition after the specified deadline for submitting applications for the competition (see paragraph 11.1 of the tender documentation);

- b) the application was submitted only in electronic form to the Application registration portal of the Program or if the application was only received by the competition organizer in paper form before the deadline for submitting applications for the competition (see paragraph 11.1 of the tender documentation).
- 11.4. If an application submitted in electronic form to the Application registration portal of the Program does not contain copies of documents listed in paragraphs 9.1 – 9.14 of the tender documentation or if the application documents were formed not according to designated forms or if the documents lack necessary information requested in the forms or if the documents lack a signature of the leading scientist, authorised person and/or the organization's seal (depending on the contents of the document) then such an application will be considered non-compliant with requirements set by the tender documentation.

12. *Changing and withdrawal of an application for the competition*

- 12.1. Participants of the competition may change submitted applications for participation in the competition or to withdraw it in prescribed order at any time before the deadline for submitting applications for the competition (see paragraph 11.1 of the tender documentation).
- 12.2. Changes to the application for participation in the competition should be formed and submitted in accordance with requirements set in the tender documentation.
- 12.3. When submitting changes to an application for participation in the competition in paper form to the address of the organizer of the competition in a sealed envelope, the participant of the competition should put the following remark on the envelope: «Changes to the application for participation in the competition for grants by the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation (stage VI)».
- 12.4. Written notification on withdrawal of an application for participation in the competition should be sent to the address of the organizer of the competition specifying the registration number of the application. The notification should be signed by the leading scientist and by an authorised representative of the educational institution or scientific institution and should be sealed by the educational or scientific institution. If the notification is signed by an authorised representative acting on the basis of a power of attorney, such power of attorney should be enclosed into the notification. If a notification of withdrawal of an application was submitted with violations of set requirements, the application is not considered withdrawn.

13. *Review of applications for the competition*

- 13.1. The competition commission reviews the submitted applications in terms of their conformance with the selection criteria (requirements) set in the tender documentation. The review should be finished within 20 workdays from the deadline for submitting applications for the competition (see paragraph 11.1 of the tender documentation).
- 13.2. If necessary, within the period designated for reviewing the applications, the competition commission can request written clarification on data and documents submitted in an application from the applicant. This can be done to determine whether the provided documents conform with the selection criteria (requirements) set in the competition documentation.
If a participant of the competition does not provide necessary clarification, this participant's application will be withdrawn from further participation in the competition by the competition commission.
- 13.3. As a result of reviewing documents and information submitted as parts of applications for participation in the competition, the competition commission makes the decision whether:

- a) a participant of the competition, his/her application and proposed scientific research comply with the selection criteria (requirements) and the application is granted access to the evaluation process within the designated procedure;
 - b) a participant of the competition and/or his/her application and/or proposed scientific research do not comply with the selection criteria (requirements) and the application is withdrawn from further evaluation process.
- 13.4. Results of evaluation of applications for participation in the competition are compiled into a protocol that is signed by all members of the competition commission who were involved in evaluation of applications.
Information concerning applications that are granted access to evaluation, as well as concerning applications that were rejected by the competition commission (specifying reasons of rejection) is published at the Designated website of the Program within two workdays after members of the competition commission sign the protocol of review of applications for the competition.
- 13.5. If as a result of review of applications for participation in the competition the competition commission makes a decision to reject all the applications for participation in the competition, the competition is declared void.
Information about declaring the competition void is published at the Designated website of the Program within two workdays after the competition commission makes the decision to reject all the applications for participation in the competition and to declare the competition void.

14. Evaluation of applications for the competition

- 14.1. Applications for participation in the competition that have not been rejected by the competition commission as a result of reviewing process should be evaluated on the basis of criteria set by the tender documentation. The evaluation process is organized in two stages.
- 14.2. At the first stage, the following scientometric indicators of the leading scientist are evaluated:
- a) for fields of studies falling within the following categories «Natural and exact sciences», «Technology», «Medical and Health Sciences», «Agricultural sciences»:

Criterion	Points⁸
H-index of the leading scientist (according to the Web of Science Core Collection database).	0-30
Number of publications (of type «article», «review») by the leading scientist in 2012-2017 in scientific issues indexed by the Web of Science Core Collection database. Scientific issues that published the leading scientist's papers should be in the first quartile (Q1) by impact-factor JCR-2015 and listed by the Web of Science under a research topic corresponding or adjacent to the research topic of the application for the competition ⁹ .	0-70

- b) for fields of studies falling within the following categories «Social sciences», «Human sciences»:

Criterion	Points⁸
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⁸ For the purposes of evaluation, all the applications for participation in the competition are grouped according to fields of studies. Maximum points in a group are awarded to the application for participation in the competition having the highest quantitative measure for the given criterion. Points of other applications in this group are calculated proportionally to the highest quantitative measure for the given criterion.

⁹ Publications by the leading scientist that are listed in the personal profile of the ResearcherID information resource.

Number of publications (of type «article», «review», «book», «book chapter») by the leading scientist in 2012-2017 in scientific issues indexed by the Web of Science Core Collection database under a research topic corresponding or adjacent to the research topic of the application for the competition ⁹ .	0-100
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14.3. As a result of the first stage of evaluation, a rating is formed in which application for participation in the competition are placed in descending order according to points they accumulated.

According to the formed rating the Council makes the decision to promote some of the applications to the second stage of the evaluation process.

Information concerning the applications for participation in the competition that were promoted to the second stage of the evaluation is published at the Designated website of the Program within two workdays after the protocol is compiled for the Council meeting during which the corresponding decision was made.

14.4. The following criteria are used for evaluation of applications at the second stage of the evaluation process:

№	Criterion	Comment	Points
1	Scientific reputation of the leading scientist and key member of the research team		0-55
1.1	Scientific achievements and level of scientific publications of the leading scientist in the selected direction of scientific research	Level of scientific results of the leading scientist, their adequacy with the world-class level in the selected direction. Publication activity of the leading scientist and rankings of scientific issues in which the leading scientist's paper are published; adequacy of the level of those scientific issues and publication activity with leaders of the selected direction of scientific research; scientific awards and medals won by the leading scientist	0-25
1.2	Experience of the leading scientist in managing scientific teams and training personnel	Administrative experience of the leading scientist in creating world-class research teams (laboratories, research groups etc); experience of working as chief of scientific projects; doctors and candidates of sciences prepared under the command of the leading scientist; experience in teaching in leading Russian and foreign universities	0-15
1.3	Scientific achievements and level of scientific publications of the key members of the research team	Qualification and publication activities of the key members of the research team; their role in conducting the scientific research project	0-15
2	Scientific research project		0-25
2.1	Relevance of the planned scientific research project and significance of expected results for priority directions of scientific and technological	Relevance of the planned scientific research project and its adequacy with the modern state of world science; possibility of achievement of new, breakthrough scientific (and technological) results and their importance for priority directions of scientific and technological development of the Russian Federation and	0-15

	development of the Russian Federation and meeting major challenges	meeting major challenges; demand for results of the scientific research project on the scale of world science (economics).	
2.2	Proposed approaches for achieving declared results of the scientific research project, feasibility of the proposed scientific research project	Level of novelty of approaches and methods for solving the stated task, their adequacy with common practice around the world; level of detail and accuracy of the scientific research plan, its feasibility within the set time limits using proposed methods; adequacy of the requested amount of funding	0-10
3	Organization's obligations to create a laboratory		0-20
3.1	Practicality of creation of a laboratory in the selected direction of scientific research	Practicality of creation of a laboratory in the selected direction of scientific research	0-5
3.2	Plan for creation and development of a laboratory	Level of detail and feasibility of the plan for creating a laboratory within the project for the medium term including obligations of the organization to supply necessary room for the laboratory and conducting scientific research, equipment at the laboratory etc.	0-5
3.3	Obligations of the organization to additionally finance the laboratory	Amount of funding from the organization that is additionally allocated for creation of the laboratory and conducting the scientific research project	0-5
3.4.	Supply of housing for the leading scientist for the period of the scientific research project (including using funds from regions of the Russian Federation)	Quality, type (room, apartment or other), distance from the workplace and presence of necessary infrastructure of the housing supplied to the leading scientist for the period of conducting the scientific research project.	0-5

14.5. To evaluate applications on the second stage an evaluation procedure is set up in the way prescribed by the Order No 568 of the Ministry of Education and Science of Russia of 26 May 2010.

Expert decisions provided as a result of the evaluation procedure are sent by the competition commission to the Council which determines the winners of the competition.

14.6. The Council determines the winners according to the results of the expert evaluation procedure before 15 November 2017.

14.7. Information concerning the results of the competition will be published on the Internet at the official website of the Ministry of Education and Science of Russia and on the Designated website of the Program, as well as in the media. Only information relevant to participants of the competition will be published.

15. *Sigining a grant allocation agreement*

15.1. A grant allocation agreement is signed according to the results of competitive selection within 30 workdays of the moment of publishing of the information concerning the results of the competition at official website of the Ministry of Education and Science of Russia and on the Designated website of the Program.

If necessary, the Ministry of Education and Science of Russia can extend the period of signing grant allocation agreement for up to 20 workdays. Notification on extension of grant

allocation agreement signing period is published at the Designated website of the Program within one day of making such a decision..

- 15.2. A winner of the competition should provide a signed grant allocation agreement (in three copies) to the specialised organization within the set period.
- 15.3. Together with the grant allocation agreement, a winner should also provide:
 - a) order or decree (or an authorised copy of order or decree) to create a laboratory within the organization and to form the research team (listing the staff of the team) for conducting the scientific research project;
 - b) order or decree (or an authorised copy of order or decree) to allocate room for conducting the scientific research project (specifying the location of the allocated room);
 - c) written confirmation from the leading scientist that the room provided by educational institution/scientific institution meets the requirements for conducting the scientific research project.
- 15.4. The winner of the competition who has not provided a signed grant allocation agreement within the specified period is considered to have refused to sign such an agreement.
- 15.5. The winner of the competition has the right to refuse to sign a grant allocation agreement. In this case (as well as in case of absention of the winner of the competition from signing a grant allocation agreement), the right to sign a grant allocation agreement can be passed to another participant of the competition by a decision of the Council.

III. FORMS FOR FILLING BY PARTICIPANTS OF THE COMPETITION

Form 1. Application for participation in the competition *(for an educational institution)*

Ministry of Education and Science
of the Russian Federation

**APPLICATION FOR PARTICIPATION IN THE COMPETITION
for grants by the Government of the Russian Federation for state support of scientific
research conducted under the direction of leading scientists in Russian educational
institutions of higher education, scientific institutions subordinate to the Federal Agency
for Scientific Organizations, and state scientific centers of the Russian Federation
(stage VI)**

Registration number _____

(surname, name, patronymic (if applicable) of the leading scientist)

hereinafter referred to as «the Leading Scientist»,
and _____

(full name of the educational institution of higher education)

hereinafter referred to as «the Educational Institution»,
submit a joint application for participation in the competition for grants by the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation.

1. Information concerning the scientific research project

Priority direction of scientific and technological development of the Russian Federation

Field of studies _____

Direction (topic) of the scientific research project _____

2. Requested amount of funding by a grant of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation (hereinafter referred to as «the grant»):

in 2018	_____ million rubles,
in 2019	_____ million rubles,
in 2020	_____ million rubles.
TOTAL:	_____ million rubles.

3. The Leading Scientist confirms that:

- he/she did not participate in other scientific research project within the current competition for grants of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation;
- he/she was not a winner of a competition for grants of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Educational Institution, and state scientific centers of the Russian Federation held in 2010 – 2016;

- he/she is not managing projects (as chief of departments of complex scientific programs of the organization) supported by the Russian Scientific Foundation if their projects will not be finished until 31 December 2017;
- he/she has not been in labour relationship with companies situated in the same region of the Russian Federation as the region where the Educational Institution in the period between 2016 and the day the tender documentation was published;
- the proposed scientific research project does not repeat any scientific research project conducted in the current or preceding periods using funding from the budget of the Russian Federation or other sources.

4. In case this application for participation in the competition is declared a winner, the Leading Scientist undertakes the following obligations:

- to sign a grant allocation agreement in the form approved by the Decree No 1657 of the Ministry of Education and Science of the Russian Federation on 27 December 2016;
- to form a research team to conduct the scientific research project including at least 2 candidates of sciences, at least 3 post-graduate students and 3 students studying at the Educational Institution, with the share of young scientists (of age up to 39 inclusive) in the research team at least 50 per cent for the whole duration of the scientific research project;
- to coordinate the conducted scientific research at the Educational Institution. To be present at the Educational Institution for at least:

in 2018		days;
in 2019		days;
in 2020		days;
- to publish at least __ articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least __ article in a scientific issue in the first quartile (Q1) of scientific journal of the Web of Science Core Collection database and/or filing at least __ patent applications for inventions, utility models (including at least __ filed in an international procedure) within the first 18 months of the beginning of the scientific research project as well as publication of at least __ articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least __ article in a scientific issue in the first quartile (Q1) of scientific journal of the Web of Science Core Collection database and/or filing at least __ patent applications for inventions, utility models (including at least __ filed in an international procedure) and/or receipt of __ patents within the first 30 months of the beginning of the scientific research project¹⁰;
- to provide yearly reports concerning the conducted scientific research according to the form approved by the Ministry of Education and Science of the Russian Federation.

¹⁰

Obligatory results of conducting a research project are publication of at least 3 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 2 patent applications for inventions, utility models within the first 18 months since the beginning of the scientific research project and publication of at least 5 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 3 patent applications for inventions, utility models within the first 30 months since the beginning of the scientific research project.

Recommended results of conducting the scientific research are publication of at least 5 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least 1 article in a scientific issue in the first quartile (Q1) of scientific journal of the Web of Science Core Collection database and/or filing at least 5 patent applications for inventions, utility models (including at least 1 filed in an international procedure) within the first 18 months of the beginning of the scientific research project as well as publication of at least 8 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least 3 article in a scientific issue in the first quartile (Q1) of scientific journal of the Web of Science Core Collection database and/or filing at least 5 patent applications for inventions, utility models (including at least 3 filed in an international procedure) and/or receipt of 3 patents within the first 30 months of the beginning of the scientific research project.

Recommendations concerning the number of publications in scientific issues from the first quartile (Q1) of the Web of Science Core Collection apply to scientific research projects in categories «Natural and exact sciences», «Technology», «Medical and Health Sciences», «Agricultural sciences».

5. The Leading Scientist assumes responsibility for achievement of the declared results of the scientific research project.
6. According to the Federal Law FZ-152 «On Personal Data» the Leading Scientist expresses consent to processing of his personal data submitted as part of this application. The personal data may be processed by the organizer of the competition and by external organizations engaged by the organizer. The personal data may be used for conducting the competition and for signing a grant allocation agreement according to the results of the competition. The personal data may also be included into the database of the Ministry of Education and Science of the Russian Federation containing information on participants of the competitions and applications submitted by them, as well as information on recipients of grants according to grant allocation agreements.
7. The Educational Institution confirms that:
- it is not undergoing a process of dissolution or merging with another organization;
 - the proposed scientific research project does not repeat any scientific research project conducted by the Educational Institution in the current or preceding periods using funding from the budget of the Russian Federation or other sources.
8. In case this application for participation in the competition is declared a winner, the Educational Institution undertakes the following obligations:
- to ensure continuous funding of the research project according to an approved cost estimation for the research project;
 - to sign within the specified time period a grant allocation agreement in the form approved by the Decree No 1657 of the Ministry of Education and Science of the Russian Federation on 27 December 2016;
 - to sign general contracts or labour agreements with the Leading Scientist and members of the research team;
 - to pay rewards to members of the research team for conducting the scientific research project in accordance with amount and quality of work of each member of the research team with a condition that the rewards paid to the Leading Scientist and the research team members should not exceed 60 per cent of the grant funding amount;
 - to provide space for conducting the scientific research in acceptable condition; ensure that the research team has access to existing experimental equipment necessary to the conduct scientific research project;
 - to provide reports on spending of the grant funding according to the form approved by the Ministry of Education and Science of the Russian Federation;
 - to ensure further development and functioning of the laboratory after the end of the scientific research and to provide reports in the prescribed form concerning scientific research conducted by the laboratory and its results to the Ministry of Education and Science of the Russian Federation for three years after the end of the research project.
9. The Educational Institution assumes responsibility for proper use of the grant funding.

Leading Scientist

_____	_____
signature	surname, name, patronymic (if applicable) of the Leading Scientist

On behalf of

_____	_____
full name of the Educational Organization	
_____	_____
position and signature of the authorised officer	surname, name, patronymic of the authorised officer

Seal of the Educational Organization

« » 2017

Form 1. Application for participation in the competition *(for a scientific institution)*

Ministry of Education and Science
of the Russian Federation

**APPLICATION FOR PARTICIPATION IN THE COMPETITION
for grants by the Government of the Russian Federation for state support of scientific
research conducted under the direction of leading scientists in Russian educational
institutions of higher education, scientific institutions subordinate to the Federal Agency
for Scientific Organizations, and state scientific centers of the Russian Federation
(stage VI)**

Registration number _____

(surname, name, patronymic (if applicable) of the leading scientist)

hereinafter referred to as «the Leading Scientist»,
and _____

(full name of the scientific institution)

hereinafter referred to as «the Scientific Institution»,
submit a joint application for participation in the competition for grants by the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation.

1. Information concerning the scientific research project

Priority direction of scientific and technological development of the Russian Federation

Field of studies _____

Direction (topic) of the scientific research project _____

2. Requested amount of funding by a grant of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation (hereinafter referred to as «the grant»):

in 2018	_____ million rubles,
in 2019	_____ million rubles,
in 2020	_____ million rubles.
TOTAL:	_____ million rubles.

3. The Leading Scientist confirms that:

- he/she did not participate in other scientific research project within the current competition for grants of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation;
- he/she was not a winner of a competition for grants of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation held in 2010 – 2016;

- he/she is not managing projects (as chief of departments of complex scientific programs of the organization) supported by the Russian Scientific Foundation if their projects will not be finished until 31 December 2017;
- he/she has not been in labour relationship with companies situated in the same region of the Russian Federation as the region where the Scientific Institution in the period between 2016 and the day the tender documentation was published;
- the proposed scientific research project does not repeat any scientific research project conducted in the current or preceding periods using funding from the budget of the Russian Federation or other sources.

4. In case this application for participation in the competition is declared a winner, the Leading Scientist undertakes the following obligations:

- to sign a grant allocation agreement in the form approved by the Decree No 1657 of the Ministry of Education and Science of the Russian Federation on 27 December 2016;
- to form a research team to conduct the scientific research project including at least 3 candidates of sciences, at least 3 post-graduate students studying at the Scientific Institution, with the share of young scientists (of age up to 39 inclusive) in the research team at least 50 per cent for the whole duration of the scientific research project;
- to coordinate the conducted scientific research at the Scientific Institution. To be present at the Scientific Institution for at least:

in 2018	_____ days;
in 2019	_____ days;
in 2020	_____ days;
- to publish at least __ articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least __ article in a scientific issue in the first quartile (Q1) of scientific journal of the Web of Science Core Collection database and/or filing at least __ patent applications for inventions, utility models (including at least __ filed in an international procedure) within the first 18 months of the beginning of the scientific research project as well as publication of at least __ articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least __ article in a scientific issue in the first quartile (Q1) of scientific journal of the Web of Science Core Collection database and/or filing at least __ patent applications for inventions, utility models (including at least __ filed in an international procedure) and/or receipt of __ patents within the first 30 months of the beginning of the scientific research project¹¹;
- to provide yearly reports concerning the conducted scientific research according to the form approved by the Ministry of Education and Science of the Russian Federation.

¹¹ Obligatory results of conducting a research project are publication of at least 3 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 2 patent applications for inventions, utility models within the first 18 months since the beginning of the scientific research project and publication of at least 5 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 3 patent applications for inventions, utility models within the first 30 months since the beginning of the scientific research project.

Recommended results of conducting the scientific research are publication of at least 5 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least 1 article in a scientific issue in the first quartile (Q1) of scientific journal of the Web of Science Core Collection database and/or filing at least 5 patent applications for inventions, utility models (including at least 1 filed in an international procedure) within the first 18 months of the beginning of the scientific research project as well as publication of at least 8 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least 3 article in a scientific issue in the first quartile (Q1) of scientific journal of the Web of Science Core Collection database and/or filing at least 5 patent applications for inventions, utility models (including at least 3 filed in an international procedure) and/or receipt of 3 patents within the first 30 months of the beginning of the scientific research project.

Recommendations concerning the number of publications in scientific issues from the first quartile (Q1) of the Web of Science Core Collection apply to scientific research projects in categories «Natural and exact sciences», «Technology», «Medical and Health Sciences», «Agricultural sciences».

5. The Leading Scientist assumes responsibility for achievement of the declared results of the scientific research project.
6. According to the Federal Law FZ-152 «On Personal Data» the Leading Scientist expresses consent to processing of his personal data submitted as part of this application. The personal data may be processed by the organizer of the competition and by external organizations engaged by the organizer. The personal data may be used for conducting the competition and for signing a grant allocation agreement according to the results of the competition. The personal data may also be included into the database of the Ministry of Education and Science of the Russian Federation containing information on participants of the competitions and applications submitted by them, as well as information on recipients of grants according to grant allocation agreements.
7. The Scientific Institution confirms that:
- it is not undergoing a process of dissolution or merging with another organization;
 - the proposed scientific research project does not repeat any scientific research project conducted by the Scientific Institution in the current or preceding periods using funding from the budget of the Russian Federation or other sources.
8. In case this application for participation in the competition is declared a winner, the Scientific Institution undertakes the following obligations:
- to ensure continuous funding of the research project according to an approved cost estimation for the research project;
 - to sign within the specified time period a grant allocation agreement in the form approved by the Decree No 1657 of the Ministry of Education and Science of the Russian Federation on 27 December 2016;
 - to sign general contracts or labour agreements with the Leading Scientist and members of the research team;
 - to pay rewards to members of the research team for conducting the scientific research project in accordance with amount and quality of work of each member of the research team with a condition that the rewards paid to the Leading Scientist and the research team members should not exceed 60 per cent of the grant funding amount;
 - to provide space for conducting the scientific research in acceptable condition; ensure that the research team has access to existing experimental equipment necessary to the conduct scientific research project;
 - to provide reports on spending of the grant funding according to the form approved by the Ministry of Education and Science of the Russian Federation;
 - to ensure further development and functioning of the laboratory after the end of the scientific research and to provide reports in the prescribed form concerning scientific research conducted by the laboratory and its results to the Ministry of Education and Science of the Russian Federation for three years after the end of the research project.
9. The Scientific Institution assumes responsibility for proper use of the grant funding.

Leading Scientist

_____	_____
signature	surname, name, patronymic (if applicable) of the Leading
	Scientist

On behalf of

_____	_____
full name of the Scientific Institution	
_____	_____
position and signature of the authorised officer	surname, name, patronymic of the authorised officer

Seal of the Scientific Institution

« » 2017

Form 2. Scientific achievements and work experience of the leading scientist

1. The leading scientist's questionnaire

1.1. Personal information

Surname:
Name:
Patronymic:
Date of birth:
Citizenship:
Citizenship (for individuals with dual citizenship):

1.2. Education

Education, name of the university and year of graduation:
Academic degree:
Academic rank:

1.3. Place of residence

Country:
Region (for the Russian Federation):
Postal address:
Phone:
E-mail:

1.4. Place of employment

Full name of the organization:
Position:
Country:
Region (for the Russian Federation):
Postal address:
Phone:
E-mail:
Fax:

1.5. Past places of employment¹²:

	Country	Organization	Position	Period of work (year of start – year of end)
1.				
2.				

1.6. Scientometric indicators

ResearcherID¹³:
Alternative spelling of the leading scientist's name in English (please list all the possible ways of spelling):
Field of scientific interests¹⁴:
h-index¹⁵:

¹² Information concerning past places of employment in 2012-2017.

¹³ A ResearcherID can be obtained by registering at the website <http://www.researcherid.com>

¹⁴ Keywords describing fields of expertise of the leading scientist.

¹⁵ At the time of filing the application according to the Web of Science Core Collection database.

Overall number of publications in issues indexed by the Web of Science Core Collection database:
 Number of citations of publications in issues indexed by the Web of Science Core Collection database:
 Number of publications in 2012-2017 in issues indexed by the Web of Science Core Collection database:
 Number of publications in 2012-2017 in issues indexed by the Web of Science Core Collection database that are:
 in the first quartile (Q1):
 in the second quartile (Q2):
 of the corresponding research topic of the Web of Science database¹⁶.

1.7. Additional information¹⁷:

2. Scientific achievements of the leading scientist

2.1. Scientific work of the leading scientist, his/her main scientific achievements¹⁸:

2.2. Scientific awards received by the leading scientist¹⁹:

№	Name of the award	Organization giving the award	Year	Achievement for which the award was given
1.				
2.				

3. Publication activity of the leading scientist in 2012-2017

3.1. Publications by the leading scientist in 2012-2017 in scientific issues indexed by the Web of Science Core Collection database²⁰:

№	Authors of the publication	Name of the publication	Year of publication	Name of the issue	Impact-factor of the issue ²¹	Summary of the publication ²²
1.						
2.						

¹⁶ Number of publication in scientific issues from the first and second quartiles (Q1 и Q2) of the topic of the scientific research project from the Web of Science Core Collection database. The field of research should correspond to this of the scientific research project proposed by the application (according to information from the personal profile of the ResearcherID information resource).

¹⁷ Any notable information concerning the leading scientist including information on prestigious scientific awards.

¹⁸ Activities of the leading scientist in the selected direction of the scientific research project, the most significant results of these activities.

¹⁹ Prestigious scientific awards received by the leading scientist.

²⁰ 1) for research topics falling within the field «Mathematics» - publications (of type «article», «review») in scientific issues from the first and second quartiles (Q1, Q2) of the subject topic of the Web of Science Core Collection database corresponding or adjacent to the subject topic of the scientific research project proposed in the application.

2) for other research topics falling into the category «Natural and exact sciences», as well as for research topic falling into the category «Technology», «Medical and Health Sciences», «Agricultural sciences» - publications (of type «article», «review») in scientific issues from the first quartile (Q1) of the subject topic of the Web of Science Core Collection database corresponding or adjacent to the subject topic of the scientific research project proposed in the application.

3) for research topics falling into the category «Social sciences», «Human sciences» - publications (of type «article», «review») at the Web of Science Core Collection database in topics corresponding or adjacent to the subject topic of the scientific research project proposed in the application.

²¹ According to the Web of Science Core Collection database.

²² Abstract/summary of the corresponding publication.

3.2. List of monographs (or chapters in monographs) by the leading scientist in 2012-2017 indexed by the Web of Science Core Collection database:

	Authors of the monograph	Name of the monograph	Year of publication	Publisher	Short annotation of the monograph
1.					
2.					

List of monographs (or chapters in monographs) by the leading scientist in 2012-2017 not indexed by the Web of Science Core Collection database:

	Authors of the monograph	Name of the monograph	Year of publication	Publisher	Short annotation of the monograph
1.					
2.					

3.3. International conferences where the leading scientist has delivered a presentation in 2012 – 2017²³

	Name of the conference	Date and venue of the conference	Name of the presentation	Type of presentation (plenary or section)
1.				
2.				

4. The leading scientist's experience in managing research teams

4.1. The leading scientist's experience in creating research teams²⁴:

4.2. Projects finished or currently conducted under the command of the leading scientist²⁵:

№	Name of the project	Amount of funding ²⁶	Source of funding	Period of the project (year of start – year of end)	Main results of the project ²⁷
1.					
2.					

²³ A maximum of 10 plenary or section presentations at top international conferences in the direction of the scientific research project delivered by the leading scientist.

²⁴ Administrative experience of the leading scientist in creating world-class scientific teams (laboratories, scientific groups etc).

²⁵ A maximum of 10 most important projects currently managed or finished by the leading scientist..

²⁶ Amount of funding and currency in which the funding is/was allocated.

²⁷ A brief description of the most important results obtained within the scientific project.

5. The leading scientist's experience in training scientific and pedagogical personnel

5.1. The leading scientist's teaching experience:

	Name of the university	Name of the position	Name of the course	Period of work (year of start – year of end)
1.				
2.				

5.2. The leading scientist's experience in preparing doctors of science and candidates of science²⁸:

№	Full name	Topic of the thesis	Type of the thesis (candidate or doctor)	Organization	Year of defense
1.					
2.					

Leading Scientist _____
signature

surname, name, patronymic (if applicable) of the Leading Scientist

²⁸

Doctors of sciences and candidates of sciences whose research advisor was the leading scientist.

Form 3. Scientific achievements and work experience of the key members of the research team²⁹

1. Plan for formation of the research team for conducting the research project³⁰:

2. Key members of the research team³¹:

	Full name	Position, academic degree, academic rank	Year of birth	Place of employment and position ³²	ResearcherID	h-index ³³	Number of publications ³⁴	Role in the project
1.								
2.								
3.								

3. Publication activity of key members of the research team in 2012-2017

3.1. The most significant publications by key members of the research team in 2012 – 2017³⁵:

	Authors of the publication	Name of the publication	Year of publication	Name of the issue	Impact-factor of the issue ³⁶	Summary of the publication ³⁷
1.						
2.						

²⁹ Key members of the research team are members possessing key competences, high skill level and comprising the «core» of the research team on which the overall success of the team relies.

³⁰ The plan for formation of the research team is described, including the list of necessary competences, substantiation of number of members of the research team and composition of the laboratory etc.

³¹ Key members of the research team that will be involved in work on the project. In case the application is declared a winner the key members should be included into the research team on the basis of an order issued by the organization. Replacement of key members of a research team is allowed only in extraordinary situations by written notice of the Ministry of Education and Science of Russia provided that the skill level of the research team will not be reduced as a result of such a replacement. At the same time, requirements for research teams listed in the tender documentation still apply.

³² Place of employment and position before the invitation to join the research team of the laboratory.

³³ At the time of filing the application according to the Web of Science Core Collection database.

³⁴ Number of publication in the directions of the scientific research project in scientific issues indexed by the Web of Science Core Collection database in 2012-2017 (according to information from the personal profile of the ResearcherID information resource).

³⁵ A maximum of 10 most important publications in the direction of the scientific research project in scientific issues indexed by the Web of Science Core Collection database

³⁶ According to the Web of Science Core Collection database.

³⁷ Abstract/summary of the corresponding article.

3.2. List of monographs (or chapters in monographs) by key members of the research team in 2012 – 2017

	Authors of the monograph	Name of the monograph	Year of publication	Publisher	Short annotation of the monograph
1.					
2.					

3.3. International conferences where key members of the research team have delivered a presentation in 2012 – 2017³⁸

	Name of the conference	Date and venue of the conference	Name of the presentation	Full name of the presenter	Type of presentation (plenary or section)
1.					
2.					

Leading scientist _____
signature

surname, name, patronymic (if applicable) of the Leading Scientist

On behalf of

full name of the educational institution or scientific institution

surname, name, patronymic of the authorised officer

position and signature of the authorised officer

³⁸ A maximum of 10 plenary or section presentations at leading international conferences by key members of the research team in the direction of the scientific research project.

Form 4. Description of the scientific research project

1. General information concerning the scientific research project

- 1.1. Priority direction of scientific and technological development of the Russian Federation:**
- 1.2. Field of studies:**
- 1.3. Direction (topic) of the scientific research project:**
- 1.4. Keywords³⁹:**
- 1.5. Purpose and objectives of the scientific research project:**
- 1.6. Expected results of the scientific research project⁴⁰:**

2. Description of the scientific research project

- 2.1. Description of the problem that the scientific research project aims to solve:**
- 2.2. Adequacy of the scientific research project with priorities of scientific and technological development of the Russian Federation⁴¹:**
- 2.3. Description of the proposed scientific research project:**
- 2.4. Description of scientific approaches and methods used for solving the set objectives:**

3. Description of infrastructure necessary for creation of the laboratory and conducting scientific research⁴²:

Leading Scientist _____
signature

surname, name, patronymic (if applicable) of the Leading Scientist

³⁹ Keywords (4-8 words) express the essence of the scientific research project. The keywords should reflect the field of studies, topic, aim and object of research.

⁴⁰ Including expected inventions, patents etc.

⁴¹ The applicant should substantiate determination of the scientific research project to solve particular tasks outlined in the Strategy of Scientific and Technological Development of the Russian Federation to obtain scientific and technological results and to create technologies laying basis for innovational development of the goods and services internal market and assuring stable position of Russia on the international market (see point 4.2 of the tender documentation).

⁴² Requirements set by the leading scientist for technical characteristics of the room for the laboratory and conducting the scientific research project, for the technical and engineering facilities of the laboratory, scientific equipment etc.

Form 5. Plan of the scientific research project

Stage	Description of conducted work	Planned results of scientific research and work aimed at procurement of the scientific research project at the stage	Period of work (start-end)	Amount of grant funding spent for conducting scientific research project at the stage (thousands of rubles)	Additional funding raised by the organization to conduct the scientific research project (thousands of rubles) ⁴³
1.	List of works conducted using grant funding		01.01.2018 - 31.12.2018	XXXXXXXXXX	
	List of works conducted using additional funding ⁴³				XXXXXXXXXX
2.	List of works conducted using grant funding		01.01.2019 - 31.12.2019	XXXXXXXXXX	
	List of works conducted using additional funding ⁴³				XXXXXXXXXX
3.	List of works conducted using grant funding		01.01.2020 - 31.12.2020	XXXXXXXXXX	
	List of works conducted using grant funding ⁴³				XXXXXXXXXX

Leading Scientist _____
signature

surname, name, patronymic (if applicable) of the Leading Scientist

On behalf of

full name of the educational institution or scientific institution

surname, name, patronymic of the authorised officer

position and signature of the authorised officer

Form 6. List of key efficiency indicators of the scientific research project

№	Indicator	Unit	2018	2019	2020
1.	Number of candidates of sciences in the research team ⁴⁴	persons			
2.	Number of post-graduate students of the educational institution/scientific institution in the research team ⁴⁵	persons			
3.	Number of students of the educational institution in the research team ⁴⁶	persons			
4.	Number of articles by the leading scientist and other members of the research team in the direction of the scientific research projects published in scientific issues indexed by the Web of Science Core Collection database ⁴⁷	pcs			
	including number of articles in scientific issues that are in the first quartile (Q1) of scientific issues in the Web of Science Core Collection database ⁴⁷	pcs			
5.	Number of patent application for inventions, utility models or pre-production prototypes authored by the leading scientist and/or other members of the research team ⁴⁶	pcs			
	Including patent applications filed in an international procedure.	pcs			

Leading Scientist _____
signature

surname, name, patronymic (if applicable) of the Leading Scientist

On behalf of the

full name of the educational institution or scientific institution

surname, name, patronymic of the authorised officer

position and signature of the authorised officer

⁴⁴ Planned number of candidates of sciences permanently working within the research team of the laboratory. At least 2 persons for educational institutions and at least 3 persons for scientific institutions.

⁴⁵ Planned number of post-graduates studying at the educational institution/scientific institution permanently working within the research team of the laboratory. At least 3 persons for educational institutions and at least 4 persons for scientific institutions.

⁴⁶ Filled only by educational institutions. Number of students of the educational institution permanently working within the research team of the laboratory. At least 3 persons.

⁴⁷ Obligatory results of conducting a research project are publication of at least 3 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 2 patent applications for inventions, utility models within the first 18 months since the beginning of the scientific research project and publication of at least 5 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 3 patent applications for inventions, utility models within the first 30 months since the beginning of the scientific research project.

Recommended results of conducting the scientific research are publication of at least 5 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least 1 article in scientific issues in the first quartile (Q1) of the Web of Science Core Collection database and/or filing at least 5 patent applications for inventions, utility models (including at least 1 filed in an international procedure) within the first 18 months of the beginning of the scientific research project as well as publication of at least 8 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database including at least 3 articles in scientific issues in the first quartile (Q1) of the Web of Science Core Collection database and/or filing at least 5 patent applications for inventions, utility models (including at least 3 filed in an international procedure) and/or receipt of 3 patents within the first 30 months of the beginning of the scientific research project.

Recommendations concerning the number of publications in scientific issues from the first quartile (Q1) of the Web of Science Core Collection apply to scientific research projects in categories «Natural and exact sciences», «Technology», «Medical and Health Sciences», «Agricultural sciences»

Form 7. Cost estimate of the scientific research project

1. Cost estimate for conducting the scientific research project (million rubles)

Expenditure item	Overall, million rubles	Including (by source), million rubles		Including (by years), million rubles					
				2018		2019		2020	
		funds of the grant	additional funding for conducting the scientific research project ⁴⁸	funds of the grant	additional funding for conducting the scientific research project ⁴⁸	funds of the grant	additional funding for conducting the scientific research project ⁴⁸	funds of the grant	additional funding for conducting the scientific research project ⁴⁸
Rewards to the leading scientist and members of the research team (60% of the grant funding at most)									
Purchase of equipment for conducting the scientific research project									
Purchase of materials and accessories for equipment necessary for conducting the scientific research project									
Business trips of the leading scientist and members of the research team									
Training, retraining and advanced training of members of the research team									
Participation of the leading scientist and members of the research team in conferences, scientific seminars and symposiums									

2. Costs of purchase of equipment for conducting the scientific research project during the first year of the project

№	Equipment ⁴⁹	Qty	Piece cost (million rubles)	Overall price (million rubles)
2018				
1.				
...				
TOTAL for 2018:				

Characteristics of purchased equipment and substantiation of necessity of its purchase to achieve the declared aims and set objectives:

3. Planned grant expenditures for rewards to various categories of members of the research team during the first year of the project

	Category of member of the research team	Salary budget excluding insurance payments (million rubles per year) ⁵⁰	Number of members ⁵¹
1.	Head of the laboratory (leading scientist)		
2.	Member of the research team – deputy head of the laboratory		
3.	Member of the research team with a doctoral degree		
4.	Member of the research team with a candidate degree		
5.	Member of the research team with a university degree (without a scientific degree) ⁵²		
6.	Member of the research team (without a university degree) ⁵³		
7.	Member of the research team - postgraduate student		
8.	Member of the research team - student		

4. List of works within the scientific research project that are performed by external organizations

Leading Scientist _____
signature

surname, name, patronymic (if applicable) of the Leading Scientist

On behalf of

full name of the educational institution or scientific institution

surname, name, patronymic (if applicable) of the authorised officer

position and signature of the authorised officer

⁴⁹ For each purchased unit of equipment it is necessary to present its characteristics and justification of the need for its acquisition in order to achieve the stated goals and objectives.

⁵⁰ A range (min – max) is specified for salaries for each category of research team members.

⁵¹ Planned number of member of the research team for each category.

⁵² Categories – «engineer», «specialist» and others.

⁵³ Categories – «laboratory assistant», «equipment operator» and others

Form 8. Obligation of the organization to create a laboratory and provide housing to the leading scientist for the period of conducting of the scientific research project

1. **Substantiation of necessity to create a laboratory in the selected research direction:**
2. **Plan of creation and development of the laboratory⁵⁴:**
3. **Plan of additional funding of the laboratory⁵⁵:**
4. **Description of quality, type (room, apartment or other), distance from the workplace and presence of necessary infrastructure of the housing supplied to the leading scientist for the period of conducting the scientific research project⁵⁶:**

including funding from budgets of regions of the Russian Federation:

On behalf of

full name of the educational institution or scientific
institution

surname, name, patronymic (if applicable) of the authorised officer

position and signature of the authorised officer

⁵⁴ Description of the plan for creation and development of the laboratory within the scientific research project; obligations of the hosting organization, including obligations to provide necessary room, technical equipment of the laboratory, providing scientific equipment etc.

⁵⁵ Amount of funding additionally allocation for creation of the laboratory and conducting the scientific research project, as well as planned expenditure items.

⁵⁶ At least one photograph should be enclosed to the description (a maximum of 5 photographs).

Form 9. Annotation of the application for participation in the competition

1. Information concerning the leading scientist

1.1. Personal information

Surname:

Name:

Patronymic:

Date of birth:

Citizenship:

Citizenship (for individuals with dual citizenship):

1.2. Education

Education, name of the university and year of graduation:

Academic degree:

Academic rank:

1.3. Place of residence

County:

1.4. Place of employment

Full name of the organization:

Position:

Country:

1.5. Scientific work

ResearcherID:

Field of scientific interests⁵⁷:

h-index⁵⁸:

Overall number of publications in issues indexed by the Web of Science Core Collection database:

Number of citations of publications in issues indexed by the Web of Science Core Collection database:

Number of publications in 2012-2017 in issues indexed by the Web of Science Core Collection database:

Number of publications in 2012-2017 in issues indexed by the Web of Science Core Collection database that are:

in the first quartile (Q1):

in the second quartile (Q2):

of the corresponding research topic of the Web of Science database⁵⁹.

1.6. The leading scientist's experience in managing scientific projects⁶⁰:

№	Name of the project	Amount of funding ⁶¹	Source of funding	Period of the project (year of start –	Main results of the project ⁶²
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⁵⁷ Keywords describing fields of expertise of the leading scientist.

⁵⁸ At the time of filing the application according to the Web of Science Core Collection database.

⁵⁹ Number of publications in issues from the first and the second quartile (Q1 and Q2) in scientific field of the Web of Science Core Collection database, corresponding to the field of studies covered by the proposed scientific research project (according to information from the personal profile of the ResearcherID information resource).

⁶⁰ A maximum of 10 most important projects currently managed or finished by the leading scientist.

⁶¹ Amount of funding and currency in which the funding is/was allocated.

⁶² A brief description of the most important results obtained within the scientific project.

				year of end)	
1.					

1.7. The leading scientist's experience in preparing doctors of sciences and candidates of sciences⁶³

Number of prepared doctors of sciences:

Number of prepared candidates of sciences:

1.8. Additional information concerning the leading scientist⁶⁴:

2. Description of the scientific research project

2.1. Priority direction of scientific and technological development of the Russian Federation:

2.2. Field of studies:

2.3. Branch of the field of studies:

2.4. Direction (topic) of the scientific research project⁶⁵:

2.5. Keywords⁶⁶:

2.6. Short description of the project (including its purpose, objectives and expected results)⁶⁷:

2.7. Amount of grant funding: _____ (million rubles)

2.8. Amount of raised additional funding: _____ (million rubles)

2.9. Coordination of the conducted scientific research project by the leading scientist with personal presence of at the educational institution/scientific institution at least:

in 2018 _____ days

in 2019 _____ days

in 2020 _____ days

3. Information concerning the educational/ scientific institution

3.1. Full name of the organization:

Executive officer appointed by the organization for contacts (full name, position, phone, e-mail):

3.2. Substantiation of necessity to create a laboratory in the selected research direction⁶⁸:

Leading Scientist _____
signature

surname, name, patronymic (if applicable) of the Leading Scientist

On behalf of

full name of the educational institution or scientific institution

surname, name, patronymic of the authorised officer

position and signature of the authorised officer

⁶³ Number of prepared doctors of sciences and candidates of sciences whose research advisor was the leading scientist.

⁶⁴ Any notable information concerning the leading scientist including information on prestigious scientific awards. Length of text is limited to 1200 characters including spaces.

⁶⁵ The name of the project.

⁶⁶ Keywords (4-8 words) express the essence of the scientific research project. The keywords should reflect the field of studies, topic, aim and object of research.

⁶⁷ A maximum of 3500 characters including spaces.

⁶⁸ A maximum of 1500 characters including spaces.

Appendix 1. Grant allocation agreement form

Approved
by the Decree No 1657
of the Ministry of Education and Science
of the Russian Federation
on 27 December 2016

AGREEMENT No _____

for allocation of a grant of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation, within the subprogram «Institutional development of science and research sector» of the state program «Development of science and technology» of the Russian Federation for years 2013 – 2020

Moscow

«___» _____ 20__

Ministry of Education and Science of the Russian Federation (hereinafter referred to as «the Ministry of Education and Science of Russia»), represented by

position, surname, name, patronymic (if applicable)

acting according to

name and details of the document granting power to act on behalf of the Ministry of Education and Science of Russia

as the first party and,

(full name of the educational organization higher education or the scientific institution
subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation)

hereinafter referred to as «the Organization», represented by

position, surname, name, patronymic (if applicable)

acting according to

name and details of the document granting power to act on behalf of the educational organization higher
education or the scientific institution subordinate to the Federal Agency for Scientific Organizations, and state scientific
centers of the Russian Federation

as the second party, and

surname, name and patronymic (if applicable) of the leading scientist, citizenship

hereinafter referred to as «the Leading Scientist», as the third party, in accordance with the Statute on allocation of grants of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation, within the subprogram «Institutional development of science and research sector» of the state program «Development of science and technology» of the Russian Federation for years 2013 – 2020 approved by the Decree of the Government of the Russian Federation No 220 of 09 April 2010. (Corpus of legislative acts of the Russian Federation, 2010, No 16, art. 1907; 2011, No 17, art. 2430; 2012, No 17, art. 2003; No 19, art. 2431; No 24, art. 3176; 2015, No 9, art. 1315; 2016, No 24, art. 3525) (hereinafter referred to as «the Statute» and «Decree of the Government of the Russian Federation No 220 of 09 April 2010», by decision of the Grant Council of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation, within the subprogram «Institutional development of science and research sector» of the state program

«Development of science and technology» of the Russian Federation for years 2013 – 2020 (hereinafter referred to as «the Council»), on determining the winners of the competition for grants of the Government of the Russian Federation for state support of scientific research conducted under the direction of leading scientists in Russian educational institutions of higher education, scientific institutions subordinate to the Federal Agency for Scientific Organizations, and state scientific centers of the Russian Federation, within the subprogram «Institutional development of science and research sector» of the state program «Development of science and technology» of the Russian Federation for years 2013 – 2020 (protocol No ____ of « » _____ 20__) have executed and signed the following Agreement on the following:

I. Subject of the Agreement

1.1. The Ministry of Education and Science of the Russian Federation ensure allocation of a grant to the Organization from the federal budget for the purpose of state support of the scientific research project _____

(direction of the scientific research project for which the grant is allocated)

(hereinafter referred to as «the scientific research project») conducted under the direction of the Leading Scientist, in accordance with the plan of the scientific research project (Appendix 1 to this agreement) (hereinafter referred to as «the project plan»), cost estimation for the research project (Appendix 2 to this agreement) (hereinafter referred to as «the cost estimation»), overall and stage-by-stage amount of funding set by points 1.2 and 1.3 of this Agreement (hereinafter referred to as «the grant»).

1.2. Overall amount of the grant equals to _____ (_____ the amount in words)

rubles, including:

in the year 20__ – _____ (_____ the amount in words) rubles;

in the year 20__ – _____ (_____ the amount in words) rubles;

in the year 20__ – _____ (_____ the amount in words) rubles.

1.3. Transfer of the grant funds is made in several stages to the account of the Organization provided in the part VII of this Agreement:

on the first stage of the scientific research project – within 45 workdays of signing of this Agreement;

on the second and the third stages of the scientific research project – within 45 workdays after approval of the preceding stage by the Council.

II. Interaction of the Parties

2.1. The Ministry of Education and Science of Russia undertakes to:

2.1.1. Transfer the grant funding to the Organization in a manner specified in this Agreement within limits set for the next financial year by the Ministry of Education and Science of Russia for objectives set in the point 1.1 of this Agreement;

2.1.2. Control proper spending of grant funds by the Organization.

2.2. The Ministry of Education and Science of Russia has the right to reduce the amount of the grant funding allocated to the Organization in case of reduction of allocations from the federal budget for grants within the framework of the Decree of the Government of the Russian Federation No 220 of 09 April 2010.

2.3. The Organization undertakes to:

2.3.1. Use the received grant funding in accordance with its intended use;

2.3.2. Receive approval of the Leading Scientist for spending the grant funding;

2.3.3. Ensure continuous funding of the research project according to the cost estimation;

2.3.4. Sign general contracts or labour agreements with the leading scientist and members of the research team formed to conduct the scientific research project (hereinafter referred to as «the research team»). The contracts or agreements should, inter alia, impose obligations upon the Leading Scientist and the members of the research team to put the results of the scientific research project to the public domain in accordance with the legislation of the Russian Federation by publishing the results in peer-reviewed Russian and foreign scientific issues. At the same time, when publishing results of any scientific work that were obtained within a scientific research project supported by the Council the Organization should specify that such results were obtained using financial support according to this Agreement;

2.3.5. Provide space for conducting the scientific research in acceptable condition; ensure that the research team has access to existing experimental equipment necessary to conduct the scientific research project;

2.3.6. Pay rewards to members of the research team for conducting the scientific research project in accordance with amount and quality of work of each member of the research team.

Overall rewards paid to the Leading Scientist and the research team members should not exceed 60 per cent of the grant funding amount

2.3.7. Ensure conducting control over conformance of the scientific research project with the project plan;

2.3.8. Keep separate accounting for spending operations using the funding from the grant;

2.3.9. Provide yearly reports to the Ministry of Education and Science of Russia concerning spending of the grant in the form approved by the Ministry of Education and Science of Russia. The report should be filed before 15 February of the year following the report year;

2.3.9.1. Send copies of spending reports for operations with grant funding to the organ acting as the founder of Organization;

2.3.10. Immediately inform the Ministry of Education and Science of Russia and the Leading scientist of circumstances that affect or can affect proper fulfillment of obligations according to this Agreement by the Organization;

2.3.11. Provide necessary information for supervision of fulfillment of obligations according to this Agreement by the Organization upon request from the Ministry of Education and Science of Russia. To eliminate objections found in such a supervision within provided time limits;

2.3.12. Return the remainder of the grant not used by 01 January ____ to the federal budget according to the procedure specified by the budget legislation of the Russian Federation in case of absence of necessity to use the grant in the next financial year;

2.3.13. Inform the Ministry of Education and Science of Russia within two working days of:
premature termination of agreements specified in point 2.3.4 of this Agreement;
changes to information concerning the Organization specified in the part VII of this Agreement.

2.4. The Leading Scientist undertakes to:

2.4.1. Form a research team to conduct the scientific research project. The research team should include for the whole duration of the scientific research project:

in case the Organization is an educational institution – at least two candidates of sciences, and least three post-graduate students and three students of the Organization;

in case the Organization is a scientific institution – at least three candidates of sciences and at least four post-graduates studying at the Organization.

2.4.2. Conduct (being present at the location of the Organization) management of the scientific research project:

in 20__ – at least ____ days (aggregate);

in 20__ – at least ____ days (aggregate);

in 20__ – at least ____ days (aggregate);

2.4.3. Ensure achievement of the following results of the scientific research project:

publication of at least 3 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 2 patent

applications for inventions, utility models within the first 18 months of the beginning of the scientific research project;

publication of at least 5 articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 3 patent applications for inventions, utility models within the first 30 months of the beginning of the scientific research project;

yearly publication of at least three articles in the field of studies of the scientific research in scientific issues indexed by the Web of Science Core Collection database and/or filing at least 2 patent applications for inventions, utility models (in case of extension of the scientific research project for two more years);

2.4.4. Submit proposals to the Organization concerning payment of rewards to members of the research team in accordance with amount and quality of work of each member of the research team;

2.4.5. Provide yearly report to the Ministry of Education and Science of Russia concerning the scientific research project in the form approved by the Ministry of Education and Science of Russia. The report should be filed before 15 February of the year following the report year;

2.4.6. Provide necessary information for supervision of fulfillment of obligations according to this Agreement by the Leading Scientist upon request from the Ministry of Education and Science of Russia. To eliminate objections found in such a supervision within provided time limits;

2.4.7. Immediately inform the Ministry of Education and Science of Russia and the Leading scientist of circumstances that affect or can affect proper fulfillment of obligations according to this Agreement by the Leading Scientist, impossibility of achievement of declared results of the scientific research project or impracticability of continuation of the scientific research project;

2.4.8. Inform the Ministry of Education and Science of Russia within two working days of:
premature termination of the agreements with the Organization specified in point 2.3.4 of this Agreement;

changes to information concerning the Organization specified in the part VII of this Agreement.

III. Rights of parties to use intellectual property products created while conducting the scientific research products. Terms of use of such intellectual property products

3.1. The Organization holds exclusive rights to use products of intellectual property created within the scientific research project. The intellectual property products are inventions, utility models, topologies of integrated circuits, computer programs, databases and secrets of production (know-how).

3.2. The Organization undertakes to perform all the legally significant actions in accordance with the legislation of the Russian Federation to ensure legal protection of intellectual property products created within the scientific research product in case such intellectual property products are considered patentable.

Expenses incurred by ensuring legal protection of intellectual property products should be paid by the Organization.

3.3. The Organization can use intellectual property products created within the scientific research project freely in any manner compliant with law.

3.4. The Organization undertakes to sign an agreement according to Article 1370 of the Civil Code of the Russian Federation to pay royalty fee for creation and usage of a work made for hire in the form of an invention, an utility model or a pre-production prototype.

IV. Liabilities of the Parties

4.1. The Parties bear responsibility for failure to fulfill the provisions of the Agreement according to the legislation of the Russian Federation.

4.2. The Organization bears responsibility for proper use of the grant funding.

4.3. The Leading Scientist bears responsibility for achieving the results of the scientific research project agreed upon in this Agreement.

V. Duration, terms and termination of the Agreement

5.1. This Agreement comes into effect from the moment it is signed by all the Parties and is effective until complete fulfillment of liabilities of the Parties pursuant to this Agreement.

5.2. Termination (end) of duration of this Agreement leads to termination of liabilities of the Parties, but does not release the Parties from liability for violation of the Agreement (in case such violations occurred during the period of fulfillment of this Agreement).

5.3. In case the Council makes the decision on practicability of extension of the scientific research project the Agreement can be extended for two more years by agreement of the Parties.

5.4. This Agreement can be terminated prematurely by mutual consent of the Parties.

5.5. This Agreement can be terminated unilaterally upon an order from the Ministry of Education and Science of Russia by a written notification specifying reasons for termination of the Agreement. The agreement can be terminated in the following cases:

5.5.1. Impossibility of achievement of the expected results of the scientific research project due to circumstances beyond the control of the Leading Scientist and the Organization;

5.5.2. The Council making the decision on impracticality of continuation of the scientific return project;

5.5.3. Premature termination of the agreement between the Organization and the Leading Scientist signed according to provisions of this Agreement in case such termination was caused by reasons others than those listed in point 5.5.1 of this Agreement;

5.5.4. Failure of the Organization and/or the Leading Scientist to provide reports prescribed by this Agreement within 30 days of the set time periods;

5.5.5. Improper use of the grant or violation of conditions of grant allocation by the Organization and/or the Leading Scientist.

5.6. In case of termination of this Agreement due to reasons listed in points 5.4, 5.5.1 and 5.5.2 of this Agreement, the Parties determine the volume and cost of factually completed work within the scientific research project according to reports provided by the Leading Scientist and the Organization concerning the conducted scientific research and proper use of the grant. The unused part of the grant should be returned by the Organization to the federal budget within 10 workdays of the termination of the Agreement.

5.7. In case of termination of this Agreement due to the reason provided in point 5.5.3 of this Agreement, the Organization should return the full amount of the grant within 10 workdays of receipt of notification of termination of this Agreement from the Ministry of Education and Science of Russia in case the Organization fails to prove that premature termination of the agreement with the Leading Scientist occurred due to reasons beyond the control of the Leading Scientist and the Organization.

In case of existence of such proof the Organization should return the unused part of the grant in a manner prescribed by point 5.6 of this Agreement.

5.8. In case of termination of this Agreement due to reasons listed in points 5.5.4 – 5.5.5 of this Agreement, the Organization should return the full amount of the grant within 10 workdays of receipt of notification of termination of this Agreement from the Ministry of Education and Science of Russia.

VI. Additional provisions of the Agreement

6.1. During fulfillment of this Agreement the parties can, if necessary determine the list of data considered confidential.

6.2. Legislation of the Russian Federation applies to all proceedings between parties within the competition.

6.3. Unsettled disputes between parties concerning fulfillment of this agreement should be filed by interested parties to the Moscow City Arbitration Court in the manner prescribed by the legislation of the Russian Federation.

6.4. This Agreement is made in three copies having equal legal force: one copy for the Ministry of Education and Science of Russia, one copy for the the Organization and one copy for the Leading Scientist.

VII. Information on the Parties of the Agreement

Ministry of Education and
Science of the Russian
Federation

Organization

Leading Scientist

	_____	_____
	full name	Surname, name and patronymic (if applicable)
_____	_____	_____
main state registration number	main state registration number	type and details of an identification document
_____	_____	_____
location address	location address	location address
_____	_____	_____
e-mail address	e-mail address	e-mail address
_____	_____	_____
bank account details	bank account details	

Appendix 2. Approximate minimal scientometrical indicators of the leading scientist

	Field of studies	Scientometrical indicators of the leading scientist
1. Natural and exact sciences		
1.1.	Mathematics	1. h-index – at least 10. 2. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) or the second quartile (Q2) of the Web of Science Core Collection Database, at least 2 of the publications should be in the first quartile (Q1).
1.2	Computer and information sciences	1. h-index – at least 10. 2. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
1.3	Physics	1. h-index – at least 20. 2. Publications of type article, review (in 2012 – 2017) – at least 8 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
1.4	Space sciences	1. h-index – at least 20. 2. Publications of type article, review (in 2012 – 2017) – at least 8 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
1.5	Chemistry	1. h-index – at least 20. 2. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
1.6	Earth sciences and adjacent ecological sciences	2. h-index – at least 18. 3. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
1.7	Biology	1. h-index – at least 20. 2. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
2. Technology		
2.1	Construction and architecture	1. h-index – at least 10. 2. Publications of type article, review (in 2012 – 2017) – at least 4 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.

2.2	Electrical engineering, electronics and information technologies	1. h-index – at least 10. 2. Publications of type article, review (in 2012 – 2017) – at least 10 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
2.3	Mechanics and machinery	1. h-index – at least 10. 2. Publications of type article, review (in 2012 – 2017) – at least 4 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
2.4	Chemical technologies	1. h-index – at least 20. 2. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
2.5	Materials technologies	1. h-index – at least 15. 2. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
2.6	Medical technologies	1. h-index – at least 20. 2. Publications of type article, review (in 2012 – 2017) – at least 10 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
2.7	Energy and rational nature management	1. h-index – at least 10. 2. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
2.8	Ecological and industrial biotechnologies	1. h-index – at least 15. 2. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
2.9	Nanotechnologies	1. h-index – at least 20. 2. Publications of type article, review (in 2012 – 2017) – at least 8 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
3. Medical and Health Sciences		
3.1	Fundamental medicine	1. h-index – at least 25. 2. Publications of type article, review (in 2012 – 2017) – at least 10 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
3.2	Clinical medicine	1. h-index – at least 20. 2. Publications of type article, review (in 2012 – 2017) – at least 10 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.

		Collection Database.
3.3	Health sciences	1. h-index – at least 20. 2. Publications of type article, review (in 2012 – 2017) – at least 10 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
3.4	Medical biotechnologies	1. h-index – at least 25. 2. Publications of type article, review (in 2012 – 2017) – at least 10 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
4. Agricultural sciences		
4.1	Agriculture, forestry and fisheries	1. h-index – at least 8. 2. Publications of type article, review (in 2012 – 2017) – at least 3 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
4.2	Cattle breeding and milk production	1. h-index – at least 5. 2. Publications of type article, review (in 2012 – 2017) – at least 3 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
4.3	Veterinary medicine	1. h-index – at least 5. 2. Publications of type article, review (in 2012 – 2017) – at least 1 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
4.4	Agricultural biotechnologies	1. h-index – at least 15. 2. Publications of type article, review (in 2012 – 2017) – at least 5 in scientific issues from the first quartile (Q1) of the Web of Science Core Collection Database.
5. Social sciences		
5.1	Psychology	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database
5.2	Economy and business	Publications of type article, review, monograph (in 2012 – 2017) – at least 5 in scientific issues indexed by the Web of Science Core Collection database
5.3	Pedagogy	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database
5.4	Sociology	Publications of type article, review, monograph (in 2012 – 2017) – at least 5 in scientific issues indexed by the Web of Science Core Collection database

5.5	Law studies	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database
5.6	Political studies	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database
5.7	Social and economical geography	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database
5.8	Media and mass communications	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database
6. Human sciences		
6.1	History and archeology	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database
6.2	Languages and literature	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database
6.3	Philosophy, ethics, religion	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database
6.4	Art history	Publications of type article, review, monograph (in 2012 – 2017) – at least 3 in scientific issues indexed by the Web of Science Core Collection database