

Approved by the Board of Trustees of the  
Russian Science Foundation  
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with amendments and additions dated  
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## **PROCEDURE FOR THE COMPETITIVE SELECTION OF RESEARCH AND TECHNICAL PROGRAMMES AND PROJECTS SUBMITTED FOR A COMPETITION OF THE RUSSIAN SCIENCE FOUNDATION**

This procedure for the competitive selection of research and technical programmes and projects submitted for a competition of the Russian Science Foundation (hereinafter the Procedure) was approved in accordance with clause 3, Part 9, Article 11 of Federal Law No. 291-FZ dated 2 November 2013 “On the Russian Science Foundation and Amendments to Certain Legislative Acts of the Russian Federation”.

1. This procedure stipulates the purposes, rules and conditions for the competitive selection of research and technical programmes and projects (hereinafter the projects) submitted for competitions conducted by the Russian Science Foundation (hereinafter competitions and the Foundation, respectively).

2. The purposes of the competitions are to select and subsequently provide funding and organisational support to projects that involve:

a) conducting basic scientific research and exploratory scientific research at the initiative of research teams, individual scientific and educational employees, including young scientists, and also research organisations and higher educational institutions;

b) developing research and higher educational organisations in order to bolster the human resource capacity of science, engage in world-class scientific research and engineering, and create high-tech products;

c) establishing world-class laboratories and departments at scientific and higher educational organisations and developing an experimental base to conduct scientific research;

d) developing international scientific and technical cooperation.

3. The announcement of the competition is based on the decision of the Foundation’s Management Board within the framework of the priority areas of the Foundation’s activities.

4. The Foundation shall provide support for the projects that are victorious at the competitions regardless of the position held by the project leader, the form or incorporation, ownership form or location of the research organisations or higher educational organisations with which the project leader and research team members have employment or civil relations.

5. Conditions for the provision of financial support by the Foundation shall include applicants assuming the following obligations.

5.1. To make the results of their scientific research part of the public domain in accordance with the legislation of the Russian Federation by publishing them in peer-reviewed Russian and foreign scientific journals. The requirements for such publications may be set forth by the Foundation in the competition documentation when announcing the competition.

5.2. When publishing the results of any research work performed as part of a project supported by the Foundation, to mention the financial support received from the Foundation and the organisation whose application for the implementation of this project won the Foundation's relevant competition (hereinafter the applicant organisation).

5.3. To consent to the Foundation's publication of a summary for the project being supported and relevant research reports, including on the Internet.

6. Projects supported by the Foundation may not have any other funding sources unless stipulated in the competition documentation. A project may not be submitted to the Foundation that is similar or close to any project in scope submitted concurrently for the competitions of research foundations and other organisations. The Foundation reserves the right to request the relevant confirmation from the founder of the applicant organisation directly from the applicant organisation as well as from the government foundations that support research and technical activities and other organisations. If a violation of the aforementioned terms is discovered, the Foundation shall discontinue funding for the project based on the recommendation of the relevant expert council regardless of the stage of the project's implementation.

7. The Foundation shall provide notification about a competition in an announcement that is published in the media and posted on the Foundation's official website on the Internet (hereinafter the Foundation's website). An announcement published in the media may be brief and contain only basic information about the competition and a reference to the source where the complete set of materials about the competition is posted.

8. Information about the competition must contain:

- a) information about the priority areas of the Foundation's activities for which the competition was announced;
- b) requirements for the contents of the application for participation in the competition (hereinafter the application), including the maximum amount of financial support for the

- project by the Foundation that the project leader may request;
- c) the procedure for completing and submitting an application;
- d) information about the existence of qualifying requirements for the competition applications if such requirements are required by the competition documentation;
- e) a list of significant violations of the requirements of the competition documentation that results in an application not being admitted to a competition;
- f) criteria for the competitive selection of projects;
- g) information about the timeframe for tallying the competition results;
- h) other conditions of the competition (if necessary).

9. The application shall be submitted in Russian. The Foundation may request the submission of additional application materials or parts thereof translated into English in accordance with the competition documentation.

10. The Foundation may adopt a substantiated decision during the first half of the period allotted for the submission of applications to cancel the competition or modify its conditions with notification provided by the chairman of the Foundation's Board of Trustees.

11. The Foundation may publish information in the media and post information on the Foundation's website about changes to the conditions of a competition or the cancellation of a competition in the same manner prescribed for the publication of an announcement about a competition.

12. Applications shall be completed using the Foundation's Information and Analytical System on the Internet (hereinafter the IAS). After an application has received a registration number in the IAS, the team leader must print and submit one hard copy of the application and additional materials to the Foundation (if this is required in the competition documentation) no later than the time specified in the announcement of the competition for submitting a hard copy of the application to the Foundation. The team leader shall independently choose the method for delivering the application materials to the Foundation that ensures they are received by the Foundation by the required deadline.

13. The following shall not be permitted for the competition:

- a) applications that are completed and submitted to the Foundation with significant violations of the requirements for the content and completion of the application to take part in the competition set forth in the announcement on the competition and the competition documentation or qualifying requirements for applicants to take part in a competition if such requirements are specified by the competition documentation;

- b) applications whose hard copy versions differ from the electronic version registered in the IAS;

c) applications whose hard copy versions were received by the Foundation after the expiration of the deadline for their submission;

d) applications that contain contradictory information as regards confirmation of compliance with the qualifying requirements for applicants to take part in the competition.

13.1. Applications shall be verified for compliance with the requirements of clause 13 of this Procedure by employees of the Foundation's authorised structural subdivision using the technical capabilities of the IAS.

13.2. Compliance with the qualifying requirements for applicants to take part in the competition shall be verified based on the information submitted in the application.

13.3. The Foundation may verify the accuracy of the information submitted in the application confirming compliance with the qualifying requirements prescribed by the competition documentation for applicants to take part in the competition at any stage of the review and expert evaluation of the application and withdraw the application from the competition if it is discovered that inaccurate data was submitted.

13.4. The decision to not admit applications to a competition is taken by the Foundation's Management Board.

14. The Foundation shall notify a project leader via the IAS about the registration of an application, the receipt of a hard copy of an application, the denial of an application for the competition (with a reason given) and the competition results.

15. An application containing a description of the same project may not be submitted for competitions held concurrently by the Foundation within the framework of different priority areas of the Foundation. A project supported by the Foundation may not be submitted for any competitions held by the Foundation in the future.

16. All applications eligible for the competition shall undergo an expert evaluation in accordance with the procedure for the expert evaluation of scientific and technical programmes and projects submitted for the Foundation's competition. Applications shall be referred for expert evaluations in accordance with the classifier codes according to the branches of knowledge specified by the project leaders in the applications.

17. Information about the content of the applications and the expert evaluation is confidential. Members of the Foundation's expert councils, hired Foundation experts (hereinafter Foundation experts) and Foundation employees shall not be entitled to disclose such information. They shall not be permitted to communicate with the applicants on matters involving the consideration and expert evaluation of applications.

18. A list of projects supported based on the competition results shall be published on the Foundation's website no later than 10 days following the date of the tallying of the competition results. At the same time, brief summaries on each of the projects supported shall be submitted within 20 days.

19. After the results of the Foundation's competition are tallied, the Foundation shall provide project leaders with the opportunity to study a review of the expert opinions.

20. A project leader may submit written objections to the Foundation against the findings of the expert opinions. The Foundation shall not enter into correspondence with project leaders or other persons on matters concerning the contesting of the expert opinions or expert evaluation results. The results of the expert evaluations of the projects shall not be revised.

The Foundation shall consider the objections of project leaders against the findings of the expert opinions that are submitted to the Foundation no later than two months from the announcement date of the results of the relevant competition.

21. The Foundation may conduct an independent verification of the quality of the contested expert opinion.

22. Applications submitted to the Foundation shall not be returned.

23. The competition results shall be approved by the Foundation's Management Board.

24. Within 15 business days after the approval date of the competition results, the leaders of projects supported by the Foundation shall be sent via the IAS system the texts of the project funding agreements (contracts) for completion and signing (hereinafter the agreement).

25. The amount of the Foundation's financial support for the project in the agreement may be reduced compared with the amount requested by the project leader in accordance with the decision of the Foundation's Management Board adopted on the basis of recommendations from the Foundation's Expert Council. The Foundation may not conclude an agreement in which the project leader is different compared to the materials of the relevant application that has undergone the expert evaluation procedure.

26. Within 15 business days after the competition winner receives via the IAS system a draft agreement the agreement signed by the project leader and authorised official of the applicant organisation, or a substantiated refusal to sign the agreement must be submitted to the Foundation. The project leader shall independently choose the method for delivering the signed agreement to the Foundation that ensures it is received by the Foundation on time. If this deadline is violated, the Foundation shall immediately notify the project leader (project investigator organisation) about the impermissible delay with the signing of the agreement. If the duly signed agreement is not received by the

Foundation within the following 5 business days, the relevant project shall be excluded from the list of projects supported by the Foundation with the publication of a message about this on the Foundation's official website.