

**Competition documentation for an open public competition
to receive grants from the Russian Science Foundation
for the priority area of the Russian Science Foundation's activity
“Basic research and applied research conducted by international research teams”**

1. The competition to receive grants from the Russian Science Foundation for the priority area of the Russian Science Foundation's activity “Basic research and applied research conducted by international research teams” and grants from the Helmholtz Association (die Hermann von Helmholtz-Gemeinschaft Deutscher Forschungszentren e.V.) (hereinafter competition, grants) shall be jointly conducted by the Russian Science Foundation (hereinafter the Foundation) in accordance with the procedure for the competitive selection of scientific and technical programmes and projects presented at the Foundation's competition based on the decision of the Management Board of the Russian Science Foundation (Minutes № 19 dated December 7, 2016) and the Helmholtz Association (die Hermann von Helmholtz-Gemeinschaft Deutscher Forschungszentren e.V., hereinafter Helmholtz) in accordance with the rules stipulated by Helmholtz.

2. The source of the Foundation's grants shall be the Russian Federation's property contribution to the Russian Science Foundation. The source of the Helmholtz grants shall be the budget of Helmholtz.

3. The grants shall be allocated for scientific and technical programmes and projects, basic research and applied research (hereinafter the projects, research) in 2018-2020 for the following branches of knowledge:

Mathematics, computer science and systems sciences

Physics and space sciences

Chemistry and materials science

Biology and life sciences

Basic research for medicine

Agricultural sciences

Earth sciences

Engineering.

The project should be related to the solution of the particular research tasks in one of the following thematic areas within the context of socio-economic development:

Biomedicine;

Information and Data science.

The expected research results shall be world-class making a significant contribution to the solution of key problems of these thematic areas.

4. Projects conducted by international research teams each of which consists of a Russian research team and a foreign research team may take part in the competition. The Russian research team may include scientists regardless of the position held by the leaders of the Russian and foreign research team (hereinafter the Russian team leader and foreign team leader), their academic degrees, citizenship or the form of incorporation or ownership of the organisations with which the leaders of the Russian and foreign teams and members of the international research team have employment or civil relations.

5. The Foundation's grants shall be provided to the Russian research team on a free and non-refundable basis according to the competition results under the terms specified by the Foundation, via Russian research organisations, Russian higher educational organisations and international research organisations (interstate and intergovernmental), located on the territory of the Russian Federation, where the projects will be implemented (hereinafter the organisation).

The Helmholtz grant shall be provided to the foreign research team performing basic research and applied research on the basis of organization complying with guidelines for Helmholtz-RSF Joint Research Groups (hereinafter the foreign organisation) on a free and non-refundable basis according to the competition results under the terms specified by the Helmholtz.

6. The necessary condition for the provision of a grant by the Foundation shall be the receipt by the foreign research team of a grant from the Helmholtz to implement the project. Funding of the project by the Foundation's grant shall be discontinued in the event of funding of the project by the Helmholtz grant is discontinued. The content¹ of the form 6 of Appendix 1 must be identical² to the "Joint Project Description Template" prepared by Russian and foreign research teams jointly and submitted by foreign research team to Helmholtz as the part of application package.

7. The scientist who serves as the leader of a project (leader of an area of the organisation's integrated research programme) that was previously supported by the Foundation and that was not completed as of 31 December 2017, is not eligible to be the leader of the Russian team.

8. The scientist who is in any way involved in the implementation of two or more projects (including an area of the organisation's integrated research programme) that were previously supported by the Foundation and that were not completed as of 31 December 2017 is not eligible to be a member of the Russian research team.

9. The Russian team leader and Russian research team members may be employees of the organisation or other persons hired to implement the project who have employment or civil relations with the organisation over the duration of the practical implementation of the project. The Russian team leader must³ have employment relations with the organisation over the entire duration of the practical implementation of the project.

10. The Russian team leaders must have at least 10 different publications in peer-reviewed Russian and foreign scientific journals indexed in the Web of Science or Scopus database⁴ and published over the period from January 1, 2012 to the date of the application submission.

11. The size of one grant of the Foundation shall range from 4 (four) to 6 (six) million roubles annually⁵.

12. The Foundation may alter the amount of annual funding in the event of a reduction in the size of the Russian Federation's property contribution to the Russian Science Foundation or according to a decision by the Foundation's Management Board based on the results of an expert evaluation of the grant application, reports submitted on the implementation of the project and the proper use of the grant of the Foundation by its recipient.

13. Organisation and foreign organisation must⁶ provide within the application the letter (letters) of agreement to supply with necessary facilities and equipment for implementation of coordinated project, on plan and terms of the activities to be implemented within the framework of the project, on the terms of use of results of intellectual activities, originated from collective creative work during the implementation of the project, on the awareness on the requirements of the Foundation to the Russian research team. The agreement must be prepared according to the Appendix 2 of this

¹ A copy of the "Joint Project Description Template" submitted by the foreign research team to Helmholtz, signed by the Russian team leader (with details of his surname, name and patronymic (if any)), may be used as the form 6 of Appendix 1.

² The violation of this clause shall result in the rejection of the application at any stage of processing.

³ The right to dispose of the Foundation grant by the leader of the Russian research team arises from the amendments (if necessary) in the labor contract with the organization in accordance with the agreement between the Russian Science Foundation, leader of the Russian research team and the organization about the grant to conduct basic research and applied research (hereinafter - Agreement), or from entering into other labour agreement with the organization (fixed-term employment) in accordance with the Agreement.

⁴ The list of publication is cited in clause 2.9 of Appendix 1.

⁵ The planned funding amount for the project is given in clause 1.10 of Appendix 1. A breach of the terms of this clause shall result in the rejection of the application at any stage.

⁶ The violation of this clause shall result in the rejection of the application at any stage of processing.

Competition documentation. The letter of agreement must be signed by designated representatives of Russian and foreign organisations.

14. The proportion of Russian research team members aged up to and including 39 years directly involved in the performance of research shall be at least 50 (fifty) per cent of the total number of Russian research team members over the entire duration of the practical implementation of the project⁷. Each member of the Russian research team shall receive remuneration annually for work performed as part of the project's implementation. The total amount of annual remuneration for a member of the Russian research team may not exceed 30 per cent of the total annual remuneration for all members of the Russian research team⁸. The amount of annual remuneration for Russian research team members aged up to and including 39 years may not be less than 35 per cent of the total annual remuneration for all Russian research team members. The total number of members of the Russian research team (along with the Russian team leader) may not exceed 10 persons⁹.

15. The team leader shall be entitled¹⁰ to submit only one application¹¹ to take part in this¹² competition. There shall be no restriction on the number of projects that one organisation may implement.

16. It shall not be permitted to submit to the Foundation a project that is similar in scope to a project¹³ which has been concurrently submitted for the other competitions of the Foundation or other research foundations or organisations (other than those specified by this competition documentation) or which is currently being implemented using the funds of foundations or organisations, a government (municipal) objective or development programmes funded by the federal budget. If these conditions are violated, the Foundation shall discontinue funding for the project regardless of its stage of implementation with the simultaneous recovery of the funds paid to the recipient of the grant of the Foundation in the prescribed manner.

17. The projects supported as a result of the competition may not contain information that constitutes a state secret or other restricted information that is to be protected in accordance with the legislation of the Russian Federation. The funding of the project by the grant of the Foundation shall be discontinued if such information arises over the implementation of the project.

18. A mandatory condition for the provision of the grant by the Foundation shall be the undertaking of the following obligations by the international research team:

18.1. To make the results of their research a part of the public domain in accordance with the legislation of the Russian Federation by publishing them in Russian and foreign peer-reviewed scientific journals.

⁷ The members of the research team are listed in clause 1.8 of Appendix 1.

⁸ Including guarantees established by the legislation of the Russian Federation, deductions on insurance premiums for mandatory pension insurance, for mandatory medical insurance and for mandatory social insurance in the event of temporary disability and due to maternity and for mandatory social insurance against accidents at work and occupational diseases.

⁹ The number of research team members is given in clause 1.8 of Appendix 1.

¹⁰ The number of other projects where he or she is declared as the member of the team but is not entitled as the leader of the project shall not be limited.

¹¹ A breach of the terms of this clause shall result in the rejection of the application at any stage.

¹² In the case of the engagement of the Russian research team leader in other competitions held by Foundation at the same time, as well as in the implementation of the other projects, he shall attach to the second and subsequent applications a declaration of his priorities for the implementation of the projects submitted to the Fund with regards to the restrictions specified in the clauses 7 and 8 of this competition documentation. This declaration form is automatically generated in IAS, it should be printed and signed. The leader of the Russian research team must notify the leader of the foreign research team about these priorities at the stage of preparing the application.

¹³ Projects similar to this project application with respect to the goals, objectives, targets, subjects and methods of research as well as to the results expected. Project comparison and relevant investigation is carried out by the Expert Council of the Foundation.

18.2. To publish¹⁴ in Russian and foreign peer-reviewed scientific journals during the practical implementation of the project at least 10 articles¹⁵ with the involvement of Russian research team members indexed in the Web of Science or Scopus databases.

18.3. To mention the financial support received from the Foundation, the Helmholtz, and indicate the organisation and the foreign organisation, through which the financing of the project is performed, in published results of any research work performed as part of a project supported by the Foundation.

18.4. To agree that the summary of the supported project and relevant project implementation reports will be published by the Foundation and Helmholtz, including publication on the Internet.

19. Applications for the Foundation's competition shall be submitted by Russian team leaders using the forms in accordance with Appendix 1 to this competition documentation both electronically [via the Foundation's information and analytical system (hereinafter the IAS)] and as hard copy (printed from the IAS), and the contents of electronic application must be identical to the contents of the hard copy. Applications shall be submitted to the Foundation in English¹⁶ with individual fields of the application forms to be completed in Russian (only where specifically indicated).

20. Applications shall be completed using the Foundation's IAS located on the Internet at the address <http://grant.rscf.ru>¹⁷. As an application receives a registration number in the IAS, the Russian team leader must print and submit one hard copy of the application and additional materials to the Foundation **no later than 12:00 a.m. (Moscow time) 31 March 2017** to the address: Moscow, GSP-2, 109992, ul. Solyanka, d. 14, str. 3. The Russian team leader shall independently choose the method for delivering the application materials to the Foundation that ensures that they are received by the Foundation by the required deadline.

21. The hard copy of the application must be bound and affixed with the organisation's seal, while the relevant forms must be personally signed by the Russian team leader, the core research team members (core investigators) and the head of the organisation (authorised representative acting on the basis of a power of attorney)¹⁸.

22. Applications received by the Foundation shall not be returned.

23. The following applications are not eligible for the competition:

- a) applications that are completed and/or submitted to the Foundation with violations of the requirements of clauses 19, 20 and 21 of this competition documentation;
- b) applications that are completed and submitted to the Foundation with violations of the requirements for the content of the application to take part in the competition set forth in the announcement on the competition and the competition documentation;
- c) applications whose hard copy versions differ from the electronic version registered in the IAS;
- d) applications whose hard copy versions were received¹⁹ by the Foundation after the the deadline for the submission;

¹⁴ The number of planned publications is given in clause 1.12 of Appendix 1.

¹⁵ Publications of the document type "article", "review", "book" or "book chapter". In the case of the publication of the article in the journal indexed in Web of Science falling into the highest quartile (Q1) on the impact factor in JCR Science Edition, and in Scopus SJR (Q1 is determined as by <http://www.scimagojr.com/> data) on the thematic (subject) area of Web of Science or Scopus corresponding to or related to the theme (subject) areas for the application submitted, such article is counted as two articles.

¹⁶ The violation of this clause shall result in the rejection of the application at any stage of processing.

¹⁷ The application completion cycle consists of the following steps: the registration of the applicant (if this was not done earlier, including the individual registration of the Russian team leader and up to three core research team members), completion of information about the applicant in the IAS, the preparation of the application and the registration of the application.

¹⁸ In the event the application is signed by an authorised representative, a power of attorney (copy of a power of attorney certified by the organisation's seal) shall be attached to the hard copy of the application.

¹⁹ Regardless of their submission for delivery and / or the reasons for delays in the delivery to the Foundation.

e) applications whose content violates the requirements of clauses 3, 5, 6, 10, 11, 13-18, 38 of this competition documentation.

24. The Foundation shall notify the Russian team leader via the IAS about the registration of the application, the receipt of the hard copy of the application and the results of the competition.

25. The Russian team leader shall be entitled to withdraw an application submitted for a competition provided that the relevant written notification is submitted to the Foundation.

26. The Russian team leader shall be entitled to make changes to an application submitted for a competition only in the form of its withdrawal in accordance with clause 25 of this competition documentation and the submission of a new application for the competition by the required deadlines.

27. 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 a competition of the Russian Science Foundation and the Criteria for the competitive selection of scientific and technical programmes and projects submitted for a competition of the Russian Science Foundation²⁰. Applications shall be referred for an expert evaluation in accordance with the classifier codes for the branches of knowledge specified by the Russian team leaders in the applications.

28. The competition results shall be approved by the Foundation's Management Board by 8 September 2017.

29. The list of supported projects based on the competition results shall be published on the Foundation's website no later than 10 days after the competition results are determined.

30. The texts of the agreements shall be sent to the leaders of Russian teams whose projects were supported by the Foundation via the IAS system within 15 business days after the approval date of the competition results, for completion and signing. The will contain the following information:

- the area of research;
- the work plan and cost estimate²¹ of research;
- the duty of the Russian team leader to submit an annual report on the project's implementation;
- the duty of the organisation to provide the Russian research team with the necessary facility, equipment and supplies as well as access to the available experimental base for research;
- the duty of the organisation to conclude civil or employment (fixed-term) contracts with each member of the Russian research team²²;
- the duty of the organisation to pay to the members of the Russian research team remuneration for work performed as part of the project under written orders from the Russian team leader;
- the duty of the organisation to maintain separate records of expenditures of the grant of the Foundation (including the overheads expenditures) and present reports on its proper use;
- the duty of the organisation to submit a report on the proper use of the grant of the Foundation;
- the conditions and procedure for the parties to terminate the agreement, including in the event the Foundation identifies the misuse of the grant of the Foundation;
- other rights and duties of the Foundation, the Russian team leader and organisation associated with the use of the grant of the Foundation in compliance with the provisions of this competition documentation.

31. The amount of the Foundation's financial support for the project in the agreement may be reduced compared to the amount requested by the Russian team leader in accordance with the

²⁰ The documents were published on the Internet at the address <http://rscf.ru/documents>.

²¹ For reference purpose only.

²² If such contracts were not previously concluded.

decision of the Foundation's Management Board based on the recommendations from the Foundation's Expert Council.

32. The Foundation may not conclude an agreement if the head of the project, declared in the agreement is different compared to the materials of the relevant application that has undergone the expert evaluation procedure.

33. Within 15 business days after receipt via the IAS of a draft agreement signed by the Russian team leader and authorised representative of the organisation, the agreement or a substantiated refusal by the Russian team leader or organisation to sign the agreement must be submitted to the Foundation. The Russian team leader shall independently choose the method for delivering the signed agreement to the Foundation that ensures that it is received by the Foundation on time. If this deadline is violated, the Russian team leader and organisation shall notify the Foundation 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, and the relevant notice will be published on the Foundation's official website.

34. The Foundation's grant may be used solely in compliance with the purposes²³ specified in the agreement.

35. The identification of the misuse of the grant of the Foundation shall constitute grounds for the termination of the agreement and the return of the grant of the Foundation in the manner prescribed by the agreement.

36. The results of intellectual activities, originated from collective creative work during the implementation of the project will be used by their holders on equal terms and in accordance with national legislation. The Russian Federation may use²⁴ for government needs the results of intellectual activity created by an international research team on the conditions of a royalty-free, ordinary (non-exclusive) licence granted by the right holder to the relevant government customer.

37. The organisation shall be responsible for the proper use of the Foundation's grant.

38. The organisation's overhead may not exceed 10 per cent of the amount of the Foundation's grant.

39. Announcement of the competition by the Helmholtz will be posted on the website www.helmholtz.de.

²³ The awarded grant funds may not be expended on project costs incurred for the construction of capital facilities, for educational activities, for organization and conducting any scientific or educational events.

²⁴ The winner is responsible for settling matters associated with the implementation of this clause with the foreign research team.

Form “C”. Cover sheet of application to the Russian Science Foundation

2017 competition “Basic research and applied research conducted by international research teams”

Project name <i>RSF-Helmholtz:</i>	Project number	
	Project type: IRT	
	Branch of knowledge:	
	Main classifier code:	
	Additional classifier codes:	
	SRSTI code:	
Surname, name and patronymic (if available) of Russian team leader:	Contact telephone number and e-mail of Russian team leader:	
Surname, name and patronymic (if available) of foreign team leader:	Contact telephone number and e-mail of foreign team leader:	
Full and abbreviated name of the organisation via which the project is to be funded:		
Full and abbreviated name of the foreign organisation:		
Amount of project funding (thousand roubles) in 2018 – _____	Start year of project: 2018	End year of project: 2020
Surnames, names and patronymics (if available) of the core investigators ²⁵ on the Russian research team (<i>in full</i>)		
	<i>(Russian team leader not indicated in this box)</i>	
I hereby guarantee that no copyrights or other rights of third persons were violated when preparing this application and/or the right holders hereby consent to the submission of materials to the Foundation and their use by the Foundation for an expert evaluation and for publication (in the form of summaries to the applications).		
Signature of Russian team leader	Application registration date	
Signature of the head of the organisation ²⁶ _____/_____/_____ Signature _____ _____/_____/_____ place seal here		

²⁵ Up to the 3 core Russian research team members regardless of the overall number of team members.

²⁶ Or authorized representative on the basis of the letter of attorney. In case the form is signed by the authorized head of organization (including the head of the affiliate) the corresponding letter of attorney (or its copy endorsed with seal of the organization) is submitted in addition to the printed form “C”.

Information about the project

- 1.1. Project name
in Russian
in English
- 1.2. Priority thematic area:
Biomedicine;
Information and Data science.
- 1.3. Compliance of the project with the priority thematic areas, description of the key research tasks with their rationale.
in Russian
in English
- 1.4. Priority area for the development of science, technology and engineering in the Russian Federation, critical technology²⁷:
- 1.5. Keywords (no more than 15 terms)
in Russian
in English
- 1.6. Project summary²⁸ (no more than 2 pages, including brief description of the relevance and scientific novelty)
in Russian
in English
- 1.7. The anticipated results and their significance²⁹ [indicate the anticipated results and their scientific and social significance (assessment of the compliance of the planned results with the international standards of research and the ability for the practical use of the planned results of the project in the economy and social sector)]
in Russian
in English
- 1.8. The Russian research team³⁰ shall include:
 ___ the investigators, participating in the project³¹ (including leaders), including
 ___ investigators aged under and including 39 years, including:
 ___ full-time post-graduate students, adjuncts, interns, residents and students.
- 1.9. The planned members of the international research team indicating the surnames, names and patronymics (if available) of the team members, their age at the time of the application's submission, their academic degrees, positions, primary workplaces and forms of relations with the organisation (foreign organisation) (employment contract, civil contract) during the project implementation period. For the foreign research team members only relevant academic positions may be indicated.
in Russian
in English
- 1.10. The planned project funding amount by year³²:
 by the Foundation: 2018 – _____, 2019 – _____, 2020 – _____ (in thousand roubles);

²⁷ Specified according to the list (Decree No. 899 of the President of the Russian Federation dated 7 July 2011) in the event that the subject of the project can be classified under one of the priority areas and contribute to the development of the critical technologies of the Russian Federation.

²⁸ This information may be published on the Foundation's website on the.

²⁹ This information may be published on the Foundation's website on the.

³⁰ Any discrepancy in the members of the research team with the requirements of clause 14 of the competition documentation shall constitute grounds to deny an application for the competition.

³¹ Regardless of whether the investigator has employment or civil relations with the organisation.

³² Any discrepancy in the planned project funding amount with the requirements of clause 11 of the competition documentation shall constitute grounds to deny an application for the competition.

by the Helmholtz: 2018 – _____, 2019 – _____, 2020 – _____ (in thousand euro).

1.11. Based on the project results and during its implementation, the Russian research team plans to publish³³ in Russian and foreign peer-reviewed scientific journals at least

- publications, including
 - articles³⁴ indexed in the Web of Science or Scopus databases;
 - publications in Russian language indexed in the Russian Science Citation Index;
 - monographs.

1.12. The number of publications by members of the Russian research team published over the period from January 1, 2012 to the date of the application submission, ____, including ____ indexed in the Web of Science or Scopus.

The number of publications by members of the foreign research team published over the period from January 1, 2012 to the date of the application submission, ____, including ____ indexed in the Web of Science or Scopus.

1.13. File with the agreement to supply with necessary facilities and equipment for implementation of coordinated project, on plan and terms of the activities, to be implemented within the framework of the project, on the terms of use of results of intellectual activities, originated from collective creative work during the implementation of the project, , on the awareness on the requirements of the Foundation to the Russian research team³⁵.

1.14. The full and abbreviated name of the foreign organisation.

The Russian team leader confirms that

- All members of the Russian research team (including the Russian team leader) satisfy clauses 7, 8, 15 of the competition documentation;
- he will have employment relations with the organisation over the entire duration of the project's implementation;
- when publishing the results of any research work performed as part of a project supported by the Foundation, the international research team shall mention the financial support received from the Foundation, the Helmholtz, and indicate the organisation and the foreign organisation, through which the financing of the project is performed, and he also consents to the Foundation and Helmholtz publishing summaries and the anticipated results of the project and the relevant reports on the project's implementation, including publication on the Internet;
- the project shall not have any other funding sources over the entire duration of the practical implementation of the project using the grants from the Foundation and Helmholtz, other than the grants from the Foundation and Helmholtz;
- the project is not similar in scope to any project submitted concurrently for the competitions of research foundations and other organisations (except those specified by the competition documentation);
- the project contains no information that constitutes a state secret or other restricted information that is to be protected in accordance with the legislation of the Russian Federation;

³³ Data is given for the entire project implementation period. Any discrepancy in the number of publications with the requirements of clause 18.2 of the competition documentation shall constitute grounds to deny an application for the competition.

³⁴ Publications of the document type "article", "review", "book" or "book chapter". In the case of the publication of article in the journal indexed in Web of Science falling into the highest quartile (Q1) on the impact factor in JCR Science Edition and in Scopus SJR (Q1 is determined as by <http://www.scimagojr.com/> data) on the thematic (subject) area of Web of Science or Scopus corresponding to or related to the theme (subject) areas for the application submitted, such article is counted as two articles.

³⁵ In accordance with clause 13 of the competition documentation. The failure to submit this document or any discrepancies in its content with clause 13 of the competition documentation shall result in the rejection of the application.

- the proportion of Russian research team members aged under and including 39 years shall be at least 50 per cent of the total number of Russian research team members over the entire duration of the practical implementation of the project;
- he will submit an annual report on the project's implementation.

Signature of the Russian team leader

Information about the Russian team leader

- 2.1. Surname, name and patronymic (if available)
 - in Russian*
 - surname and initials in English*
 - WoS ResearcherID³⁶ (if any)
 - Scopus AuthorID³⁷ (if any)
- 2.2. Date of birth of the Russian team leader (*given in figures – date, month, year*)
- 2.3. Citizenship
- 2.4. Academic degree, year conferred³⁸
- 2.5. Awards and prizes for scientific activities, membership in leading scientific communities (if any), involvement in the editorial boards of leading peer-reviewed scientific publications (if any), involvement in the organising committees or programme committees of renowned international conferences and other experience organising international events.
- 2.6. Primary place of employment at the time of the application's submission – position and full name of the organisation (abbreviated name of the organisation)³⁹.
- 2.7. Area of scientific interests – keywords (*no more than 15 keywords*)
 - in Russian*
 - in English*
- 2.8. Area of scientific interests – Foundation classifier codes
- 2.9. A list of publications by the Russian team leader published over the period from January 1, 2012 to the date of the application submission that confirms compliance with the terms of clause 10 of the competition documentation⁴⁰.
 - in English*⁴¹

The list contains ____ publications in journals indexed in the Web of Science or Scopus.
- 2.10. The main scientific results over the period from January 1, 2012 (*the results must be confirmed by information from the application, for example publications*)
 - in Russian*
- 2.11. The total number of publications published over the period from January 1, 2012, ____, including:
 - ____ –indexed in the Web of Science or Scopus.
- 2.12. An additional list of publications published over the period from January 1, 2012 ⁴² [*monographs, legally protected results of intellectual activity, publications in leading peer-reviewed scientific titles, publications indexed in the Web of Science or Scopus*]

³⁶ Can be obtained from www.ResearcherID.com.

³⁷ Scopus AuthorID is generated in Scopus automatically as soon as there is at least one publication of the author in this database. AuthorID can be obtained from the author's profile, which becomes visible if you click on the name of the author by the author search in the Scopus database.

³⁸ If there are multiple academic degrees, specify the one that best matches the subject of the project.

³⁹ The Russian team leader may not necessarily be an employee of the organisation at the time of the application's submission, but must conclude an employment contract with the organisation if victorious in the competition. If the Russian team leader is not a citizen of the Russian Federation, an organization shall complete all the procedures to comply with the legislation of the Russian Federation for employment of foreign nationals.

⁴⁰ It is sufficient to cite references to publications in an amount equal to the threshold established in the competition documentation. Any discrepancy in the number of publications cited in the list and/or numerically in the line below with the requirements of clause 9 of the competition documentation shall constitute grounds to deny an application for the competition.

⁴¹ For Russian language names, the information shall be given in Russian with a translation into English. It must also be clear that the same document is being cited (*for example, add the word "translation"*).

⁴² Clause is not mandatory. Publications that indicate scientific qualification and achievements may be cited, including the publications specified in clause 2.9 of this form.

citation systems; no more than 10 publications cited; if published on the Internet a link shall be provided (mandatory for publications in indexed journals); specify the impact factor of the scientific publication (according to the JCR Science Edition or JCR Social Sciences Edition), if any].

in English

2.13. Research projects management experience (*specify the name of the foundations (organisations), numbers, project names and completion period for the last 5 years*).

Including projects funded by RSF (if any):

as the leader of the project (s)⁴³ № _____, № _____.

as the core investigator of the project (s) № _____, № _____

2.14. Planned involvement in research projects (in any position) in 2018. Total number – _____, including: management – ____, participation as an investigator – ____, specifically:

(also specify the grantors or project customers and funding source, for example – government objective of a founder, grants from the RFBR, RHF, PRF, RSF and other foundations, government contract (customer, programme), other economic contract and other grants and subsidies).

2.15. The proportion of working time that is to be devoted to the management of this project if victorious in the competition – ____ per cent⁴⁴.

2.16. The anticipated form of employment relationship with the organization through which the funding will be provided:

The organization will be the main place of work;

The employment contract for part-time;

The employment contract for the distance work.

2.17. Involvement in educational activities (*specify information about management by post-graduate students and the preparation and delivering new educational courses at Russian and foreign universities*).

2.18. Mailing address

2.19. Contact telephone number

2.20. E-mail

2.21. Involvement in the project: Russian (foreign) team leader

2.22. Files with additional information⁴⁵ (*CV, other additional information, which may be useful in opinion of the Russian team leader for decision-making on the feasibility of funding the project*).

I have read and agree with the conditions of the Foundation's competition. I confirm my participation in the project.

I consent⁴⁶ to the processing (including the collection, classification, accumulation, storage, updating, use and destruction) of the personal data I have provided above by the Russian Science Foundation (address: Moscow, ul. Solyanka, d. 14, str. 3) for the purpose of conducting an expert evaluation of the application and preparing analytical materials on competitions for the period until the liquidation of the operator (Foundation). I may withdraw this consent in written form.

Identification document _____

(type, number, issue date, issuing authority, please print)

Signature of Russian team leader

⁴³ Or the leader of an area of the organisation's integrated research programme

⁴⁴ I.e., from full-time employment within the framework of employment or civil relations. Therefore, employment in spare time from primary work must also be taken into account.

⁴⁵ In pdf format, up to 3 Mb.

⁴⁶ In accordance with the requirements of Federal Law No. 152-FZ dated 27 July 2006 "On Personal Data".

Information about the foreign team leader⁴⁷

- 2.1. Surname, name and patronymic (if available)
 - in Russian*
 - surname and initials in English*
 - WoS ResearcherID⁴⁸ (if any)
 - Scopus AuthorID⁴⁹ (if any)
- 2.2. Citizenship
- 2.3. Academic degree, year conferred⁵⁰
- 2.4. Awards and prizes for scientific activities, membership in leading scientific communities (if any), involvement in the editorial boards of leading peer-reviewed scientific publications (if any), involvement in the organising committees or programme committees of renowned international conferences and other experience organising international events.
- 2.5. Primary place of employment at the time of the application's submission – position and full name of the organisation.
- 2.6. Area of scientific interests – keywords (*no more than 15 keywords*)
 - in English*
- 2.7. Area of scientific interests – Foundation classifier codes
- 2.8. The main scientific results over the period from January 1, 2012 (*the results must be confirmed by information from the application, for example publications*)
 - in English*
- 2.9. The total number of publications published over the period from January 1, 2012, ____, including:
 - ____ – indexed in the Web of Science or Scopus.
- 2.10. A list of publications published over the last 5 years⁵¹ [*monographs, legally protected results of intellectual activity, publications in leading peer-reviewed scientific titles, publications indexed in the Web of Science or Scopus citation systems; no more than 10 publications cited; if published on the Internet a link shall be provided (mandatory for publications in indexed journals); specify the impact factor of the scientific publication (according to the JCR Science Edition or JCR Social Sciences Edition), if any*].
 - in English*
- 2.11. E-mail
- 2.12. Involvement in the project: foreign team leader

Signature of foreign team leader

⁴⁷ Should be provided by the Russian team leader

⁴⁸ Can be obtained from www.ResearcherID.com.

⁴⁹ Scopus AuthorID is generated in Scopus automatically as soon as there is at least one publication of the author in this database. AuthorID can be obtained from the author's profile, which becomes visible if you click on the name of the author by the author search in the Scopus database.

⁵⁰ If there are multiple academic degrees, specify the one that best matches the subject of the project.

⁵¹ Clause is not mandatory. Publications demonstrating scientific qualification and achievements may be cited.

Information about the core investigator of the project⁵²

- 2.1. Surname, name and patronymic (if available)
 - in Russian*
 - surname and initials in English*
 - WoS ResearcherID⁵³ (if any)
 - Scopus AuthorID⁵⁴ (if any)
- 2.2. Date of birth (*given in figures – date, month, year*)
- 2.3. Citizenship
- 2.4. Academic degree⁵⁵, year conferred
- 2.5. Awards and prizes for scientific activities, membership in leading scientific communities (if any) and involvement in the editorial boards of leading peer-reviewed scientific publications (if any).
- 2.6. Primary place of employment at the time of the application's submission – position and full name of the organisation (abbreviated name of the organisation)
- 2.7. Area of scientific interests – keywords (*no more than 15 keywords*)
 - in Russian*
 - in English*
- 2.8. Area of scientific interests – Foundation classifier codes
- 2.9. The total number of publications over the period from January 1, 2012, ____, including: ____ –indexed in the Web of Science or Scopus.
- 2.10. A list of publications over the last 5 years [*monographs, legally protected results of intellectual activity, publications in leading peer-reviewed scientific titles, publications, indexed in the Web of Science or Scopus citation systems; no more than 10 publications cited; if published on the Internet a link shall provided (mandatory for publications in indexed journals); specify the impact factor of the scientific publication (according to the JCR Science Edition or JCR Social Sciences Edition) , if any*].
 - in English*⁵⁶
- 2.11. The experience of management with research projects and involvement therewith (*specify the name of the foundations (organisations), numbers, project names and deadlines for the last 5 years*).
- 2.12. Planned involvement in research projects (in any capacity) in 2018 Total number – ____, including: management – ____, participation as an investigator – ____, specifically:

(also specify the grantors or project customers and funding source, for example – government objective of a founder, grants from the RFBR, RHF, PRF, RSF and other foundations, government contract (customer, programme), other economic contract and other grants and subsidies).
- 2.13. The proportion of working time that is to be devoted to the management of this project if victorious in the competition – ____ per cent⁵⁷.

⁵² This form is only to be completed by the core investigators of the Russian research team named in form C (up to 3 persons).

⁵³ Can be obtained from www.ResearcherID.com.

⁵⁴ Scopus AuthorID is generated in Scopus automatically as soon as there is at least one publication of the author in this database. AuthorID can be obtained from the author's profile, which becomes visible if you click on the name of the author by the author search in the Scopus database.

⁵⁵ If there are multiple academic degrees, specify the one that best matches the subject of the project.

⁵⁶ For Russian language names, the information shall be given in Russian with a translation into English. It must also be clear that the same document is being cited (*for example, add the word "translation"*).

- 2.14. Involvement in educational activities (*specify information about management by post-graduate students and the preparation and delivering new educational courses at Russian and foreign universities*).
- 2.15. In 2015 and 2016 management experience for research projects funded by RSF including the projects of the organisation's integrated research programme (if any).
as the leader of the project (s)⁵⁸ № _____, № _____.
as the core investigator of the project (s) № _____, № _____
- 2.16. Contact telephone number and e-mail.
- 2.17. Involvement in the project: Core investigator of the project.

I have read and agree with the conditions of the Russian Science Foundation's competition. I confirm my participation in the project.

I consent⁵⁹ to the processing (including the collection, classification, accumulation, storage, updating, use and destruction) of the personal data I have provided above by the Russian Science Foundation (address: Moscow, ul. Solyanka, d. 14, str. 3) for the purpose of conducting an expert evaluation of the application and preparing analytical materials on competitions for the period until the liquidation of the operator (Foundation). I may withdraw this consent in written form

Identification document

(*type, number, issue date, issuing authority, please print*)

Signature of core project investigator

⁵⁷ I.e., from full-time employment within the framework of employment or civil relations. Therefore, employment in spare time from primary work must also be taken into account.

⁵⁸ Or the leader in an area of the organisation's integrated research programme.

⁵⁹ In accordance with the requirements of Federal Law No. 152-FZ dated 27 July 2006 "On Personal Data".

Information about the organisation

(given for the organisation via which funding is provided)

- 3.1. Full name (*given in accordance with registration documents*)
- 3.2. Abbreviated name
- 3.3. Name in English
- 3.4. Form of incorporation (specify for OKOPF)
- 3.5. Ownership form (*specify for OKFS*)
- 3.6. Departmental affiliation
- 3.7. INN, OGRN, OKPO
- 3.8. Address
- 3.9. Actual address
- 3.10. Constituent entity of the Russian Federation
- 3.11. Position, surname, name and patronymic (if available) of organisation head
- 3.12. Contact telephone number
- 3.13. E-mail

The head of the organisation confirms that:

- he has read the conditions of the Foundation's competition and consents to the funding of the project via the organisation if it is supported.
- the organisation shall meet the obligations for payment of taxes to all budgets and mandatory payments to public extra-budgetary funds, is financially reliable, is not in the process of liquidation or reorganisation, has not been declared insolvent (bankrupt), does not have seized property and its economic activities have not been suspended.
- in the event application is declared the winner, the organisation shall undertake the following obligations:
 - to conclude civil or employment (fixed-term) contracts with the members of the Russian research team⁶⁰;
 - to pay the Russian research team members remuneration for the work performed on the project under orders from the Russian team leader;
 - annually submit a report on the proper use of the Russian Science Foundation's grant.

The organisation head guarantees:

- that the total amount of annual remuneration for a member of the Russian research team shall not exceed 30 per cent of the total annual remuneration for all members of the Russian research team⁶¹;
- that the amount of annual remuneration for Russian research team members aged under and including 39 years shall not be less than 50 cent of the total annual remuneration for all Russian research team members;
- the provision of the necessary facility and access to the available experimental base for research.

Signature of the Russian team leader

⁶⁰ If such contracts have not been previously concluded.

⁶¹ Including guarantees established by the legislation of the Russian Federation, deductions on insurance premiums for mandatory pension insurance, for mandatory medical insurance and for mandatory social insurance in the event of temporary disability and in connection with maternity and for mandatory social insurance against accidents at work and occupational diseases.

Signature of the head of the organisation (authorised representative acting on the basis of a power of attorney)⁶² and **seal of the organisation.**

⁶² If the form is signed by an authorised representative of the organisation, the power of attorney shall be attached to the hard copy of the application (copy of the power of attorney certified by the organisation's seal).

Scope of project⁶³

- 4.1. Scientific problem to be solved by the project
- 4.2. Relevance of the problem for the given branch of knowledge and the scientific significance of the problem's solution
- 4.3. Specific objective within the problem that the project is to solve and its scope
- 4.4. Scientific novelty of the objective, substantiation of the achievability of the solution to the objective and the feasibility of obtaining the planned results
- 4.5. Current state of research on the problem and the main areas of research in international science
- 4.6. Main international scientific competitors
- 4.7. Proposed methods and approaches, general work plan for the entire project implementation period and the anticipated results (*at least 2 pages; including an indication of the specific anticipated results by year; general plan given with a breakdown by year*)
- 4.8. The scientific groundwork on the project available to the international research team, experience in collaborative project implementation (*specify previously obtained results as well as programmes and methods developed*)
- 4.9. Lists of equipment, materials, information and other resources available to the Russian and international research team to complete the project (*including a description of the need to use them for the project's implementation*).
- 4.10. The working plan of the Russian research team for the first year of implementation (*also specify planned business trips as part of the project*).
- 4.11. Planned scope of work for the first year for each core investigator of the Russian research team (*including the Russian team leader*).
- 4.12. The specific scientific results anticipated at the end of the first year (*the presentation form must provide the ability to conduct an expert evaluation of the results and assess the degree of completion stated in the draft work plan*).
- 4.13. List of equipment, materials, information and other resources for the project's implementation that are planned to be acquired by the Russian research team using the Foundation's grant (*including a description of the need to use them for the project's implementation*).
- 4.14. A file⁶⁴ with additional information 1⁶⁵
- 4.15. A file⁶⁶ with additional information 2 (if the information given in file 1 proves insufficient)

Signature of the Russian team leader

⁶³ Text in items from 4.1 to 4.8 must be relevant to the information provided by the foreign research team in the application to the Helmholtz. If the application does not satisfy the requirements of item 6 of Competition documentation, it is not considered eligible for the grant competition. Items from 4.9 to 4.13 are applicable for Russian research team only.

⁶⁴ With graphics, photos, drawings and other information about the project scope. In pdf format, up to 3 Mb.

⁶⁵ The text in files with additional information must be provided in Russian. A translation into English shall be required if the applicant deems this information as significant for the expert.

⁶⁶ With graphics, photos, drawings and other information about the project scope. In pdf format, up to 3 Mb.

Requested funding for 2018

5.1. Planned project expenditures

Item No.	Grant expenditure designation	Amount of expenditures (thousand roubles ⁶⁷)
	TOTAL	
1.	Remuneration for the project investigators (with allowances)	
2.	Payment for the services of third party organisations for the implementation of the research project ⁶⁸	
3.	Expenditures on the purchase of equipment and other property required for the research (including installation, commissioning, employee training and repair)	
4.	Expenditures on the purchase of materials and components for research	
5.	Other expenditures for the implementation of the project	
6.	Organisation's overhead ⁶⁹	

5.2. Breakdown of planned expenditures

for item 1 - the amount of remuneration (including the leader, core investigators and other team members hired to perform work under the project) is specified, including the guarantees established by the legislation of the Russian Federation, deductions on insurance premiums for mandatory pension insurance, for mandatory medical insurance and for mandatory social insurance in the event of temporary disability and in connection with maternity and for mandatory social insurance against accidents at work and occupational diseases;

for item 2 – a list of planned contracts (accounts) with third party organisations is provided with an indication of the subject and amount of each contract.

for item 3 – a list of equipment and other property that is to be purchased and required for the research is provided.

for item 4 – a breakdown of the planned materials and components is provided.

for item 5 – other expenditures are provided for the purpose of implementing the project, including for business trips, the payment of communication services and transport services, expenditures are not broken down.

for item 6 – expenditures are not broken down and not substantiated.

Signature of the Russian team leader

Signature of the head of the organisation (authorised representative acting on the basis of a power of attorney)⁷⁰ and **seal of the organisation.**

⁶⁷ Without separators with one decimal place.

⁶⁸ No more than 15 per cent of the grant.

⁶⁹ No more than 10 per cent of the grant.

⁷⁰ If the form is signed by an authorised representative of the organisation, the power of attorney shall be attached to the hard copy of the application (copy of the power of attorney certified by the organisation's seal).

Helmholtz – RSF Joint Research Groups

Joint Project Description Template

A complete proposal in this competition consists of the joint project description (following this document) and

- for German Scientists a suggestion of up to six independent reviewers for the proposal including full addresses and e-mail. It must be declared that there are no conflicts of interest. Reviewers located at a Helmholtz Centre must not be named. At least two female reviewers have to be named among the six names.
- for Russian Scientists the specific documents following the RSF competition documentation.

The proposal must be written in English. There is a strict limit of 25 pages for the joint project description (font size: 11). Applicants are obliged to ensure that the project description contains sufficient information for evaluation.

0. Core data

Title of the Research Project

[Text]

Which priority thematic area is relevant to this project: (please select by filling “ v ”)

[Text] Biomedicine

[Text] Information and Data Science

Project Partners

	Name and affiliation of the German Principal Investigator	Name and Affiliation of the Russian Principal Investigator
Name, title:	[Text]	[Text]
Host Institution:	[Text]	[Text]
Address	[Text]	[Text]
Contact telephone number and E-Mail address:	[Text]	[Text]

Project Summary

(up to 3.000 characters, no special characters)

[Text]

Key words [Text]

Which describes the aspects of this project: (please select by filling “ v ”)

[Text] Mathematics, computer science and systems sciences;

[Text] Physics and space sciences;
[Text] Chemistry and materials science;
[Text] Biology and life sciences;
[Text] Medicine;
[Text] Agricultural sciences;
[Text] Earth sciences;
[Text] Engineering.

Please select the Helmholtz Research field (please select by filling “ v ”)

[Text] Energy
[Text] Earth and Environment
[Text] Health
[Text] Key Technologies
[Text] Matter
[Text] Aeronautics, Space and Transport

1. State of the art and preliminary work

Please explain briefly and precise the state of the art in your field in its direct relationship to your project. This description should make clear in which context you situate your own research and in what areas you intend to make unique, innovative, promising contribution. This description must be concise and understandable without referring to additional literature.

To illustrate and enhance your presentation you may refer to your own and other's publications. Indicate whenever you are referring to other researchers' work. Please list all cited publications in your bibliography under section 3. Note that reviewers are not required to read any of the works you cite.

[Text]

1.1 Project-related publications

Please list your and your partners most significant publications that relate directly to the proposed project and document your preliminary work. This list should contain no more than 10 publications.

[Text]

2. Objectives and work programme

2.1. Anticipated total duration of the project

3 years

2.2. Objectives

Please give a concise description of your project's research programme and scientific objectives. Please indicate if you anticipate results that may be relevant to fields other than science (such as science policy, technology, the economy or society).

[Text]

2.3. Work programme incl. work packages, milestones and proposed research methods

Please give a detailed account of the steps planned during the proposed funding period including a description of the contributions to be made by the project partners from both countries. For experimental projects, a schedule detailing all planned experiments should be provided.

The quality of the work programme is critical to the success of a funding proposal. The work programme should clearly state how much funding will be requested on both sides, why the funds are needed, and how they will be used, providing details on individual items where applicable. Please provide a detailed description of the methods that you plan to use in the project: What methods are already available? What methods need to be developed? What assistance is needed from outside your own group/institute.

[Text]

2.4. Data handling

Improving the management and handling of research data is a priority both for national and international research organisations and for science in general. If research data or information will be systematically produced in the project, describe if and how these will be made available for future reuse by other researchers. Please regard existing standards and data repositories or archives in your discipline where appropriate.

[Text]

2.5. Added value of international cooperation

The cooperation among the partners involved and the expected added value of the planned cooperation should be described in detail.

[Text]

2.6. Young Scientists

Please describe briefly how young scientists, post-docs and PhD-students will be involved in this project and what will be their role

2.7. Sustainability

Please give a brief outline of a possible long-term partnership between the collaboration partners.

2.8. Descriptions of proposed investigations involving experiments on humans, human materials or animals

Please describe whether there are any ethical issues raised by the proposed research and if so, how they are to be addressed. If relevant, German applicants are asked to include an ethics committee vote from their institution.

[Text]

3. Bibliography

[Text]

4. Requested modules/ funds – Justification

Explain each item for each applicant (stating last name, first name). Please list in detail the anticipated costs for consumables and equipment, travel and personnel costs

German project part – funds requested (in EUR)

[Text]

Russian project part – funds requested (in RUR)

[Text]

5. Project requirements

5.1. Employment status information

For each applicant, state the last name, first name, and employment status (including duration of contract and funding body, if on a fixed-term contract).

[Text]

5.2. Composition of the project group

List those individuals who will work on the project. State each person's name, academic title, employment status and type of funding. Please give short resumes of all Russian and German participating researchers.

(Other possibility – to foresee a table to list the partners from both sides)

[Text]

5.3. Cooperation with other researchers

5.3.1. Researchers with whom you have agreed to cooperate on this project

[Text]

5.3.2. Researchers with whom you have collaborated scientifically within the past three years

This information assists the funding organizations in avoiding potential conflicts of interest during the review process.

[Text]

5.4. Scientific equipment

List larger instruments that will be available to you for the project. These may include large computer facilities if computing capacity will be needed.

If you are applying for instruments that are available at your institution, but are not at the project's disposal, please explain why this is the case.

[Text]

6. Additional information

[Text]

Signature of the Russian Principal Investigator

Signature of the German Principal Investigator

**Sample letter⁷¹ for Russian and foreign organisations,
participating in coordinated competition of RSF and Helmholtz Association**

Russian Science Foundation

... (Russian organisation) ..., , and ...(German organisation) ..., on the other hand, in case of receiving grant fund from Helmholtz Association (Helmholtz) and Russian Science Foundation (RSF) are obliged to provide necessary facilities and equipment for implementation of coordinated project (Helmholtz_RSF:...) directed by (...) from the Russian team and (...) from the German team for the period of the funding of the project in the above mentioned organisations.

Plan and terms of the activities, implemented within the framework of the project, as well as the distribution of the project activities between Russian and German research teams will comply with proposals, approved for grant funding.

We agree, that the results of intellectual activities, originated from collective creative work during the implementation of the project, will be used by their holders on equal terms and in accordance with national legislation. We are notified that according to the Russian legislation Russian Federation may use for public needs the results of intellectual activity, originated from implementation of the project by Russian team on the basis of non-exclusive license provided by the rights holder to the state licensee.

We are also notified on the requirement of the Russian Science Foundation to the Russian research team concerning the number of publications, prepared during the implementation of the project, in titles, indexed in Web of Science or Scopus, that may not be less than it was indicated in the proposal, submitted to the Russian Science Foundation.

We are notified that in the case of engagement of the Russian team leader in other competitions of the Foundation, as well as in the implementation of other projects supported by the Foundation, the Foundation has the right to request the Russian team leader for proposal on the priorities for the implementation of the submitted projects due to the fact that the Russian team leader will not be eligible to become the leader of the project (or the leader of an area of the organization's integrated research programme), previously supported by the Foundation and not completed as of 31 December 2017.

We are notified that Russian Science Foundation may reduce the amount of a grant, suspend or terminate the transfer of grant funds to the Russian team in following situations:

- the size of the Russian Federation's property contribution to the Russian Science Foundation is reduced
- the Foundation's Management Board comes to the above mentioned decision based on the results of audit, an expert evaluation of reports submitted by Russian team

⁷¹ The letter may be provided in English, Russian, or German.

- the Russian team and/or Russian organisation violates the conditions and objectives of the grant proposal
- the project or certain activities within the project are found to receive (have received) finance support other than coordinated grant from RSF and Helmholtz
- falsified data in the grant proposal, submitted for the competition, is revealed
- the Russian research team and/or Russian organisation violates the requirements of Russian legislation or conditions of the Agreement between the Russian research team and/or Russian organisation and Russian Science Foundation.

On behalf of ... (Russian organisation) ...

On behalf of ... (German organisation) ...

Place, date

Place, date

Signature, seal

Signature, seal

*Name and position of designated representative
of organisation*

*Name and position of designated representative
of organisation*