

R.3 - Competition for implementation of RP/R&D on the basis of RUDN University by leading foreign world scientists

COMPETITION DOCUMENTATION (competition code - R.3-2023-for)

1. General Provisions

1.1 Competition for implementation of RP/R&D R&D on the basis of RUDN University by leading foreign world scientists (hereinafter - R.3-2023-for or competition) is announced by the order of the First Vice-Rector - Vice-Rector for Research on the basis of the Regulation on the RUDN University Grant Support System (The order No. 124 dated 03.02.2022 " On approval of the new version of the Regulations on the system of grant support for scientific projects of the RUDN University") (hereinafter - the Regulation) and on the basis of the decision of the Steering Committee of the Strategic Academic Leadership Program of the RUDN University "Priority-2030" (Protocols No. YK-10 dated 16.02.2023).

1.2 The purpose of the competition is to attract leading foreign world-class scientists with experience in leading Russian and foreign universities and scientific organizations (the list of the organization is approved by the Academic Council of RUDN University), to conduct RP/R&D on the basis of RUDN University and consolidate in the scientific team of RUDN University.

1.3 The results of the competition are equated to the results of the competitive selection carried out to fill the positions of scientific workers in the manner prescribed by the labor legislation of the Russian Federation.

1.4 The organizer of the competition is the federal state autonomous educational institution of higher education "Peoples' Friendship University of Russia" (hereinafter - RUDN or University). The mailing address of the organizer of the competition: Russian Federation, 117198, Moscow, Miklukho-Maklaya str.6.

1.5 The coordination of the competition is carried out by the Research Division of the RUDN University (hereinafter - RD).

1.6 The competition is held in the scientific directions of the Strategy of Scientific and Technological Development of the Russian Federation. Scientific research (project) should be aimed at solving specific problems within the framework of one of the areas defined in clause 20 of the Strategy for Scientific and Technological Development of the Russian Federation (approved by the Decree of the President of the Russian Federation dated December 1, 2016 No. 642 "On the Strategy for Scientific and Technological Development Of the Russian Federation").

1.7 Priority¹ is given to scientific projects in scientific areas of the RUDN University, approved by the Rector's Order No. 110 dated 20.02.2021 "On the approval of priority scientific areas":

- Modern Languages;

¹ Projects submitted in areas not specified in clause 1.7 will be accepted for consideration. In case of equivalent results of the expert assessment, priority will be given to projects corresponding to the areas specified in clause 1.7.

- Linguistics;
- Politics & International Relations;
- Philosophy;
- Law;
- Economics & Econometrics;
- Education.
- Agriculture & Forestry;
- Mathematics;
- Chemistry;
- Engineering – Chemical;
- Computer Sciences;
- Mechanical, Aeronautical & Manufacturing Engineering.

2. Terms of the Competition

2.1 Applications for the competition are submitted from the date of the announcement of the competition **until 18:00 on April 3, 2023**. Printed versions (originals) of applications are provided to the Research Division (Moscow, Miklukho Maklaya st.,10, building 2, office 821), electronic versions of applications are sent to the e-mail address melnikov-ayu@rudn.ru indicating the subject of the letter "Application for the competition R.3-2022-for <name of the project manager>".

2.2 Results of the competition will be announced no later than May 15, 2023.

3. Requirements for the participant of the competition

3.1 The competition is attended by the world's leading scientists, regardless of age and citizenship, who are current employees of RUDN University, the requirements for which are approved by clause 3.3 of this Competition Documentation.

3.2 It is allowed to involve in the project no more than 2 full-time RUDN students and / or graduate students.

3.3 Minimum requirements for the participant of the competition.

3.3.1

- Availability of an active affiliation with a leading foreign university or scientific organization;

- The lack of existing, as well as previously existing labor relations and affiliations with RUDN University

- Availability of publications in the Web of Science Core Collection (hereinafter WoS / Scopus (Q1 / Q2) - at least 8 for the period from January 1, 2020 to the date of application, 1 of which - in journals included in the 10% of the most cited by JIF, SJR, SNIP.

- Availability of patents, know-how, copyright certificates, prizes and awards², honorary titles for merits in the field of science - at least 1.

- FWCI (the weighted average of the Field-Weight Citation Impact of the applicant, which reflects the ratio of his citation to the average citation in the world in his Subject Area, characterizes the scientist's citation in comparison with the world average in a certain subject area) - at least 1.

Variable (at least 2):

- Membership in editorial boards and advisory boards of peer-reviewed scientific publications from Q1 and Q2;

- Membership in program and organizing committees of scientific international scientific and technical events;

- Membership in governing and advisory bodies of international scientific professional communities, associations and associations;

- Membership in international and Russian commissions and councils for education and science.

- Qualification of a habilitated doctor or a comparable qualification (higher doctor), etc.

- Management of leading scientific and scientific-pedagogical schools, scientific-pedagogical teams in leading educational and scientific organizations (the list of leading universities was approved by the Order of the Rector No. 26/ppk dated 04.05.2016 "On Approval of the List of Leading Russian and Foreign Universities");

- At least 3 years of experience in managing foreign and Russian scientific departments (laboratories, centers);

- Work experience as an expert in international and Russian funds, government organizations and departments;

- Work experience in leading universities included in the general or subject rating TOP-400 QS WUR, THE WUR, ARWU (teaching / management of the department) - at least 3 years.

4. Requirements for the content of the application

4.1 The general requirements for the application submitted for the competition are regulated by clause 5 of the Regulations.

4.2 An application for participation in the competition is made in Russian and English. If individual documents as part of the application are presented in other languages, it is necessary to provide a duly certified translation of these documents into Russian or English.

By applying for the competition, the project manager agrees to the terms of the competition.

4.3 The application includes:

² Prizes and awards not lower than the level of the municipality are accepted (for example: the Prize of the Government of Moscow, the Prize of the Mayor of Moscow, the Prize of the Government of the Russian Federation, etc.).

- a. Information about the project (Appendix 2);
- b. Information about the head of project (Appendix 2)³;

The application additionally includes

- c. Screenshots of user's 1-st pages from the personal accounts of the WoS, Scopus, (RSCI - if available) databases with information about publications and citations.
- d. A copy of the document on the award of the academic degree of a Candidate of Sciences / Doctor of Sciences / Ph.D.
- e. Passport copy (main page).
- f. Copies of other documents confirming the qualifications of the participant of the competition (certificates of conferences, confirmation of participation in scientific projects, or advanced training).
- g. Consent to the processing of personal data (Appendix 3).

4.4 The printed form (original) of the application is submitted in summary to the Research Division of the RUDN University at the address and within the time specified in clause 2.1. Only originals of documents are included in the printed (summary) form:

- General information about the scientific project (Appendix 2, Form 1)
- Planned key performance indicators (KPI) of the project (Appendix 2, Form 3)
- Draft cost estimate of the expenditure of fixed assets of the grant (Appendix 2, Form 4)
- Consent to the processing of personal data (Appendix 3)

The printed form of the application must be laced, all sheets are numbered, the lacing on the back of the last sheet is sealed with a seal-sticker indicating the number of sheets and endorsed with the signature of the project manager. The application is submitted in an envelope indicating the competition code, the name of the head of project and scientific unit name which project will be implemented.

4.5 The electronic version of the application⁴ is sent to the email address specified in clause 2.1. The electronic version of the application includes information about the project and members of the research team.

- 4.5.1 The electronic version of the application electronic version of documents
- Scientific project content (Appendix 2, Form 2)
 - Planned key performance indicators (KPI) of the project (Appendix 2, Form 3)
 - Draft cost estimate of the expenditure of fixed assets of the grant (Appendix 2, Form 4)

³ The information presented in Appendix 3 should be sufficient to confirm the qualifications of a member of the scientific team when conducting a project evaluation by an external expert.

⁴ It is also recommended to attach an electronic version of the application to the printed form (original) recorded on an electronic medium. This condition is optional.

Documents are merged into one file in the order listed in clause 4.5.1. File name: "Application R.3-2023-for <Name of the Head>".

4.5.2 Documents with personal data of the head of project

- Application form of the competition participant (Appendix 3)
- Confirmation documents (clause 4.3, clauses c-g)
- Consent to the processing of personal data (Appendix 4)

Documents are combined into a separate file in the order listed in clause 4.5.2, the file is named after the name of the head of project/

4.5.3 The total weight of electronic versions of documents in PDF format should ensure that they can be transmitted in one email. It is not allowed to send one application by several emails, as well as sending an application in the form of an archive or a link to a cloud service.

4.5.4 Electronic versions of information about the project (Appendix 2) and the Application form of the competition participant (Appendix 3) are provided in PDF format, which makes it possible to recognize (copy) the information provided. Scanned copies of confirmation documents (letters, certificates, etc.) are provided in PDF format with image quality that ensures the readability of the information provided

4.6 The draft is accepted for consideration only after receipt of the application to the Research Division of the printing form (original) and electronic form.

5. Evaluation of applications

5.1 Preliminary evaluation of projects for compliance with the basic (quantitative) requirements of the competition documentation (clause 3, clause 4) is carried out by the Research Division. The list of projects sent for evaluation by external experts is approved by the decision of the Scientific and Technical Council of the RUDN University (hereinafter-the STC).

5.2 The qualitative (scientific) content of each application is assessed independently by two external experts from among the members of the International Scientific Councils (ISC) of the RUDN University, experts from the Russian Academy of Sciences. Also, as an independent expert, a scientist can be involved in the direction of the application subject, suitable for the criterion of "leading" in accordance with the local documents⁵ adopted at the RUDN. The current employees of the RUDN University cannot act as experts. Information about experts is confidential.

5.3 The conclusion of each expert on each project (Appendix 5) is formalized in the form of an expert questionnaire with assessments of each characteristic of the project (clause 5.8) on a ten-point scale. At the same time, each assessment is supplemented with a text justification (no more than 1000 characters).

⁵ Requirements for a leading scientist are approved by order of the Rector No. 120/ppk dated 20.06.2016 On the approval of the criteria for determining the status of "a leading world scientist holding leading positions in a particular field of science".

For the final value, the sum of the points of the final assessments of both experts and the points of the Scientific Management assessment is taken.

5.4 The following project characteristics are subject to expert evaluation:

- Relevance of the topic (project);
- Scientific novelty of the research (project); theoretical and practical significance of the research (project);
- Correspondence of the level of research and expected results of the project to the world level;
- Compliance of the proposed approaches and methods of planned research with the set goal and objectives of the project;
- Compliance of the project manager's qualifications with the set goal and objectives of the project (assessment of publication activity and practical activities in the declared direction of research);;
- Compliance of the scientific and technical groundwork with the objectives of the project.

5.5 After the receipt of expert evaluations, the Research Division performs a quantitative assessment of the potential and scientific backlog of the team (Appendix 5, clause 2) and an assessment of the expected results of the project (Appendix 5, clause 3).

5.6 The sum of the scores of the final scores of both experts and the scores of the Scientific Management scores is taken as the final value.

5.7 The results of the projects evaluation are considered at the Scientific and Technical Council with the invitation the heads of projects and heads of the main education and scientific units of RUDN University. Based on the results of the STC, a list of projects recommended for support is approved.

5.8 The list of projects recommended by the STC for support is considered at the Steering Committee of the Strategic Academic Leadership Program of the RUDN University "Priority-2030", and based on the results of the meeting, a list of projects - winners of the competition is determined, which is approved by order of the rector / first vice-rector - vice-rector for scientific work.

6. Terms of Financing.

6.1 Financing of the project is carried out from extrabudgetary funds and other sources of financing of the RUDN University Strategic Academic Leadership Program "Priority-2030" and funds of the units, on the basis of which the study is carried out.⁶ The amount of financing for one stage (one year) of the project is 1 300 000 rubles.⁷

⁶ The funds of the units are attracted in case of non-fulfillment of the requirements of clause 9.5.

⁷ Including guarantees established by the legislation of the Russian Federation, deductions on insurance premiums for mandatory pension insurance, for mandatory medical insurance, for mandatory social insurance against temporary disability and in connection with maternity, for mandatory social insurance against accidents at work and occupational diseases.

6.2 Projects are financed according to the approved terms of reference within the approved budget.

6.3 Directions for spending project financing by RUDN University:

6.3.1 Acquisition and modernization of equipment, materials, components for the purposes of the project.

6.3.2 Payment for business trips of the head and members of the research team (students / graduate students, if any) for the purposes of project implementation.

6.3.3 Payment for scientific and technical services⁸ / work of third parties for the purposes of project implementation (no more than 10% of the total funding for the project stage).

6.3.4 Wage Fund (WF)

6.4 The distribution of WF for each stage of the project is carried out in the following order:

- 30% - paid evenly throughout the entire stage of the project;
- 70% - is paid following the results of the implementation of the project stage.

7. Terms of project implementation

7.1 The project implementation period is 2 years. The start and end dates of the implementation phase are set by the order approving the winners of the competition or extending the project to the next stage.

7.2 Projects are implemented on the basis of RUDN University units. The assignment of the project to the subdivision is approved by the order on summing up the results of the competition. Responsible for the implementation of the project and the implementation of key performance indicators (hereinafter - KPI) are the project manager (research team) and the head of the unit⁹ on the basis of which the project is being implemented.

7.3 The head of project independently initiates the start of the project by sending a memo on the opening of the RP topic to the First Vice-Rector - Vice-Rector for Scientific Work. The deadline for submission of a memo is approved by an order summarizing the results of the competition.

7.4 The head of project has the right to refuse to implement it after summing up the results of the competition before the opening of the research topic. To do this, the head of project sends a note to the First Vice-Rector - Vice-Rector for Scientific Work, justifying the reason for refusing to implement the project. The decision to revise the results of the competition is made by the SC "Priority-2030".

7.5 After the open of the research topic, the employment of members of the research team is carried out (clause 8).

7.6 Approval of the schedule for the implementation of the research topic and the schedule for the procurement of goods (if available), works and services (if

⁸ Including payment for the placement of publications of research results in open access journals.

⁹ clause 6.1.5 in Regulations

available) is carried out no later than 5 working days after the opening of the research topic.

7.7 Approval of the deadlines for submission of a memo for the purchase of equipment (goods, works and services) (if available)¹⁰ is carried out no later than 45 calendar days from the date of the start of the implementation of the research topic.

7.8 The terms of delivery and commissioning of equipment are set no later than the start date of the reporting period for the project.

7.9 In case of violation of the specified deadlines specified in paragraphs. 7.3, 7.6 - 7.8, the decision to start (continue) the implementation of the project is submitted for consideration by the SC "Priority-2030".

7.10 The decision to continue work on the project for the next stage¹¹ is made by the RUDN University Scientific and Technical Council on the basis of an expert review of annual scientific and financial reports and approved at a meeting of the SC "Priority 2030".

7.11 The report on the implementation of the project stage is drawn up by the head of project and submitted to the research division annually, no later than 15 calendar days before the end date of the project implementation stage. The deadlines for preparing and submitting the report are established by the order approving the winners of the competition.

8. Employment of managers of supported projects.

8.1 The head of the supported project is employed at RUDN University in accordance with labor legislation with the conclusion of an employment contract in the format of an effective contract in the current year on a full or part-time basis, which fixes the obligations to meet the project's key performance indicators (hereinafter - KPI). It is allowed to conclude an employment contract for remote work.

8.2 An employment contract is concluded for a period of up to 1 year with the possibility of concluding an employment contract for another period of not more than one year, subject to a decision to extend the implementation of a scientific project.

8.3 If, within 30 calendar days from the date of approval of the results of the competition at the meeting of the Steering Committee "Priority 2030", the head of the supported project has not concluded an employment contract on his own initiative, RUDN has the right to conclude an employment contract with the applicant who took the next place in the ranking, or initiate new competition.

8.4 RUDN University is obliged:

¹⁰ Exept publishing publications of research results in open access journals. These terms are regulated by internal regulatory documents of RUDN

¹¹ p. 6.3.4, Order No. 102 of February 17, 2021 "On approval of the Regulations on the RUDN University Grant Support System". Order No. 535-ппк dated 06/30/2021 "On the approval of the criteria, if not met, the projects of the RUDN University Grant Support System will not be extended to the next stage of implementation, as well as applications for new competitions of the RUDN University Grant Support System will be accepted for consideration"

- provide a workplace, the ability to access the existing experimental base of the RUDN University for scientific research.

- to provide funding for scientific research in accordance with the procedure established at the University.

- if necessary, provide a young scientist with a place to live on the RUDN University campus (the rules for providing and paying for accommodation in a hostel are regulated in the manner established by the University).

9. KPI based on the results of the project implementation

9.1 KPI for each project are established for each year of the project and are recorded in the annex to the employment contract.

9.2 For each year of project implementation, KPIs are set in accordance with Table 1 (not less than those indicated)¹²:

Table 1

№	Наименование показателя	Units. Measurement	Value of the indicator	
			1 year	2 year
1.	KPI-1 Publication of articles in WoS/Scopus journals (Q1)	Units	4	4
2.	KPI-2 Participation in the international key scientific and technical event (STE) on the basis of RUDN University	Units	1	1
3.	KPI-3 Participation with a report on the content of each of the articles at the scientific seminar of the RUDN units	Units	4	4

9.3 It is allowed to replace the numerical values of KPI within one year of the project implementation according to the following parameters of equivalent replacement¹³ in accordance with Table 2 within one implementation stage (It is not allowed to transfer indicators between project implementation stages):

Table 2

Name of indicator	Value of the indicator	Points
Publication of an article in the journal WoS/Scopus (Q1)	1 article	1
Publication of an article in the journal WoS/Scopus Q1 (TOP 10%)	1 article	1.33
Publication of an article in the journal Scopus Q1 (TOP 5%)	1 article	2
Publication of an article in the journal Scopus Q1 (TOP 1%)	1 article	4

¹² Indication in the application of KPIs less than the minimum established leads to the rejection of the project at the preliminary stage of consideration

¹³ Approved by Order No. 548-ppk of 15.07.2021 "On approval of the principles of equivalent replacement of quantitative values of the indicator "Publications in journals indexed in the WoS/Scopus database of the 1st and 2nd quartile" competitions of scientific projects of the system of grant support for scientific projects of RUDN University".

The method of equivalent replacement provides for assigning a rating (points) to each publication in accordance with the rating in the WoS/Scopus database of the journal in which it is published. Thus, 4 publications in Q1 /Q2 journals correspond to 3 publications in journals included in the top 10%, or 2 publications in journals included in the top 5% (except WoS),or 1 publication in a journal included in the top 1%.

9.4 Rules for the implementation of KPIs during the implementation of the project.

9.4.1 Accounting for the publication of research results in WoS/Scopus journals (KPI-1).

9.4.1.1 Publication of research results is carried out in journals and collections of articles indexed in the Web of Science Core Collection (WoS) and/or Scopus scientific citation database, included in the 1st and 2nd quartiles¹⁴. Publications of type article / review are taken into account. For journals indexed in Scopus, the journal quartile is calculated using the Source-Normalized Impact per Paper (SNIP) metric, the SNIP value must have 95% confidence according to CWTS (<https://journalindicators.com/>). The recalculation of this indicator for journals is carried out annually. For journals indexed in WoS, the journal quartile is calculated using the Journal Impact Factor (JIF) metric.

9.4.1.2 Publications must contain references to the RUDN University Scientific Projects Grant Support System (for foreign publications: “This publication has been supported by the RUDN University Scientific Projects Grant System, project No. <topic number>”, for publications on in Russian: «Публикация выполнена в рамках проекта <topic number> Системы грантовой поддержки научных проектов РУДН»¹⁵).

9.4.1.3 To indicate the ownership of RUDN publications, use the affiliation: Peoples’ Friendship University of Russia (RUDN University) and/or Peoples Friendship University of Russia (RUDN University). As the address of the organization indicate: 117198, Moscow, st. Miklukho-Maklaya St, 6 and/or 6 Miklukho-Maklaya Street, Moscow, 117198, Russian Federation or 6 Miklukho-Maklaya St, Moscow, 117198, Russian Federation.

9.4.1.4 For each publication within the framework of the project, the leader has the right to indicate for himself no more than 2 affiliations (including RUDN University). In case of non-compliance with this condition, the publication will not be counted towards the achievement of the KPI.

9.4.1.5 The number of authors in the publication (including the project leader) should not exceed the value indicated in Table 3, in accordance with the subject area of the publication¹⁶.

Table 3

¹⁴ The list of scientific journals for publishing the results of research carried out as part of the implementation of projects of the RUDN Grant Support System is located at the link <https://www.rudn.ru/science/library> in the "Regulatory Framework" section.

¹⁵ Order No. 252 dated April 21, 2022 “On approval of temporary requirements for accounting for articles published in scientific journals indexed in international scientific databases (information and analytical systems of scientific citation) Web of Science / Scopus, when assessing the effectiveness of scientific activities of RUDN University teaching staff / academic staff ". 2030"

¹⁶ For publications included in several subject areas, the allowable number of authors is established in accordance with the subject area having the largest allowable number of authors.

Subject area	Number of publication authors (not more than)
Mathematics	4
Chemistry	6
Hospitality & Leisure Management	3
Linguistics	3
Politics & International Studies	2
Philosophy	2
Law	4
Education	4
Economics & Econometrics	4
Agriculture	6
Engineering - Chemical	6
Engineering - Mechanical	6
Computer Science	5
Medicine	10

In case of non-compliance with this requirement, the rules of fractional accounting of scientific publications come into force in proportion to the increase in the number of authors of the publication relative to the threshold value.

In this case, S_p - the cost of one publication in case of non-fulfillment of the requirements for the number of authors (Table 3) is calculated by the formula:

$$S_p = \frac{S_{total} \cdot R \cdot n}{t \cdot m};$$

where

S_{total} – the total amount of project financing for one stage (year) of implementation, after fulfilling the necessary deductions provided for by the legislation of the Russian Federation (clause 6.2, note 7),

R – the publication rating (points in accordance with Table 2),

n – the threshold value of the total number of authors of the publication for the subject area (Table 3),

t – the total number of publications (points) for one stage of the project (KPI-1 in Table 1, for this competition - 4),

m – the actual total number of authors of the publication.

As a result of the project, in case of non-fulfillment of the conditions of this clause of the competition documentation for one or more publications, the total accumulated difference (ΔS_p) in the cost of publications is paid to the project manager from the means of the MTU, on the basis of which the study is performed.¹⁷

$$\Delta S_p = S_{total} - \sum S_p.$$

¹⁷ in p. 6.1, note 6

9.4.1.6 In exceptional cases, the decision on the application of clause 9.5 in relation to a particular publication is taken at the STC meeting and approved by sc "Priority-2030".

9.4.2 Participation in an international key scientific and technical event (STE) based on RUDN University (KPI-2).

9.4.2.1 Participation in the STE (including remote) with a scientific report, presentation at the plenary session.

9.4.2.2 The criteria for key NTMs were approved by Order No. 616 dated October 16, 2020 "On Approval of Criteria for Key Scientific and Technical Measures (NTMs)". The list of key NTMs for each calendar year is approved by order of the rector¹⁸.

9.4.3 Participation with a report on the content of each of the articles at the RUDN units scientific seminar (KPI-3)

9.4.3.1 The number of reports at the scientific seminars of the RUDN units should correspond to the actual number of published articles as part of the implementation of KPI-1, taking into account the possibility of an equivalent replacement (Table 3).

9.5. Obligations to fulfill the KPIs specified in the project are accepted by the RUDN units, on the basis of which the project is being implemented, in excess of the plan established by the relevant departments of the university's comprehensive development program.

9.6. If the KPI is not met based on the results of the project implementation¹⁹, the decision to extend the project to the next stage, as well as to return part of the allocated funding from the RUDN University in proportion to the failure to achieve the KPI from the PMO and NP funds, on the basis of which it is implemented, the project is submitted for consideration by the Priority-2030 MC.

9.7. In case of early termination of the implementation of the project stage, the unfulfilled project KPIs are included in the RUDN units plan established by the University Comprehensive Development Program, on the basis of which the project is being implemented.

10. Final provisions.

Changes and additions to the competition documentation are adopted by the decision of the Scientific and Technical Council or the SC "Priority 2030" and approved by the order of the Rector or the first Vice-Rector – Vice-Rector for Research.

¹⁸ In 2023, the list of key NTMs was approved by order of the rector No. 724 dated December 7, 2022 "On approval of the plan of scientific and technical activities of RUDN University for 2023"

¹⁹ Order No. 535-ppk dated June 30, 2021 "On approval of criteria, if not met, the projects of the RUDN Grant Support System will not be extended for the next stage of implementation, and applications for new competitions of the RUDN Grant Support System will not be accepted for consideration"