Appendix No 1

U.4-2022

**Form 1. Contents**

|  |  |
| --- | --- |
| ***1. General information on the project*** | |
| 1.1. Project name | |
|  | |
| 1.2. Keywords | |
|  | |
| 1.3. Field of science (in accordance with the OECD classifier http://oecd.org/science/inno/38235147.pdf). Additionally indicate the priority areas of the Strategy of Scientific and Technical Development of the Russian Federation and the priority scientific direction of RUDN University | |
|  | |
| *1.4. Direction of scientific research* | |
|  | |
| 1.5. Priority research areas of the RUDN University ( if available) [[1]](#footnote-1) | |
|  | |
| *1.6.* *Overall project direction* | |
| Natural science / technical / socio-humanities / combined (specify as appropriate) | |
|  | |
| 1.7. Main academic and/or research departments of the RUDN University, which are involved in the project | |
|  | |
| 1.8. Company that co-finances the project (if available) | |
| - Name  - Information (registration number, registered and mailing address)  - Business profile | |
|  | |
| 1.9. Project co-financing from main academic and/or research departments of the RUDN University (if available) | |
| - Name of unit  - Source of Funding  - Letter of Guarantee and Cost Estimate (Form 5) | |
|  | |
| 1.10 Project leader | |
| Full name, position, academic degree, academic rank, university unit | |
|  | |
| 1.11 Responsible executors (one from each university department involved in the project) | |
| Full name, position, academic degree, academic rank, university unit | |
| ***2. Project description*** | |
| *2.1. Relevance of scientific research (project)* | |
|  | |
| *2.2. Goals and objectives of the project (the problem, to which the project is aimed), possible ways (mechanisms) to achieve them* | |
|  | |
| *2.3. Theoretical and practical significance* | |
|  | |
| *2.4. Description of the scientific study (not more than 40,000 characters)* | |
|  | |
| *2.5. Description of scientific approaches and methods* | |
|  | |
| *2.6. Scientific and technical background (availability and description of laboratory and research facilities, publications and RIAs in the area of research)* | |
|  | |
| 2.7. *Composition of the project's research team* | |
| For each member of the research team indicate:  Full name, university department, position in the department, academic degree, academic rank, status in the project (supervisor, main performer, researcher, laboratory assistant, engineer), age as of the date of application. | |
| 2.8. Composition and content of work by year, indicating in the schedule the distribution of work between representatives of ESCs, expected results (including KPI - Form 2) | |
|  | |
| 2.9 Conditions for implementation and justification of requested funding | |
| Specify the amount of funding requested by year from RUDN and co-funding by year from ESC and/or NP (if any). Justify the need to create a new separate structural unit (if any). Specify the requested premises (if any, indicate the building, room number, and area). Draft cost estimate of basic grant funds - Form 3 with a detailed breakdown of planned expenses for each item. Complete list of equipment to be purchased with justification of the need to purchase it for the purposes of the project implementation. | |
| 2.10 Market assessment and commercialization project (for projects involving the creation of results of intellectual activity) | |
|  | |
| 2.11 Specific results of the goal and objectives of the project (the problem that the project aims to solve), which will be achieved during its implementation | |
| *2nd year of the project* | *3rd year of the project* |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Project leader** | **University Unit 1** | **University Unit 2 (if available)** | **University Unit 3 (if available)** |
| FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed |

**Form 2: Planned key performance indicators of the project**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **№** | **Score** | **Units** | **Implementation stage** | | |
| **Year 1** | **Year 2** | **Year 3** |
| 1. | Terms of funding from the RUDN University | Thousands of rubles | Up to 100 000 | Х | Х |
| 2. | Terms of expenditure (payroll/procurement) | % | 20 / 80 | Х | Х |
| 3. | **Scientific work** | | | | |
| 3.1 | **KPI-1** Publication in journalsWoS/Scopus | Points | Х |  |  |
| 3.2 | **KPI-2** Attracting external financing | Points | Х |  |  |
| 3.3 | **KPI-3** Registered Results of Intellectual Activity | Points | Х |  |  |
| 3.4 | **KPI-4** Approbation of the results of scientific work at international scientific and technical events with the publication WoS/Scopus | Points | Х |  |  |
| 3.5 | **KPI-5** Carrying out a key scientific and technical event (jointly with departments) | Points | Х |  |  |
| 4. | **Human capacity** | | | | |
| 4.1 | **KPI-6** Composition of the research team (at least) | people | 10 | 15 | 20 |
| 4.2 | **KPI-7** Researchers up to and including 39 years of age | % | 30 | 50 | 50 |
| 4.3 | **KPI-8** Students and/or postgraduate students as part of a research team | % | Х | 30 | 30 |
| 4.4 | **KPI-9** Number of academic degrees received by members of the research team | Points | Х |  |  |
| 5. | **Study work** | | | | |
| 5.1 | **KPI-10** Creation and implementation of new additional professional training programs | Points | Х |  |  |
| 5.2 | **KPI-11** Number of research team members enrolled in postgraduate / doctoral programs | Points | Х |  |  |
| 6 | **Additional indicators** | | | | |
| 6.1 | **…** |  |  |  |  |
| 6.2 | **…** |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Project leader** | **University Unit 1** | **University Unit 2 (if available)** | **University Unit 3 (if available)** |
| FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed |

**Form 3: Draft cost estimate of the grant's main funds**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expense item** | **Year 1** | **Year 2** | **Year 3** | **Total** |
| **Thousands of rubles** | **Thousands of rubles** | **Thousands of rubles** | **Thousands of rubles** |
| Payroll (Total) **[[2]](#footnote-2)** |  | - | - |  |
| Project leader [[3]](#footnote-3) |  | - | - |  |
| Employees (separately for each position)[[4]](#footnote-4) |  | - | - |  |
| Equipment (purchase / modernization) |  | - | - |  |
| Consumables and accessories |  | - | - |  |
| Business travel |  | - | - |  |
| Scientific and technical services / work of third parties |  | - | - |  |
| Other costs directly related to the project in progress |  | - | - |  |
| **Total:** |  | **-** | **-** |  |

**Explanation of the planned costs for the purchase (modernization) of equipment, materials, components:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| № | Product name | Quantity | Price per uni (Thousands of rubles) | value (Thousands of rubles) |
| 1. |  |  |  |  |

**Breakdown of planned expenditures of the payroll of members of the research team:**

|  |  |  |  |
| --- | --- | --- | --- |
| № | Position / status in the research team | Number of employees | Annual payroll  (thousand rubles) |
| 1. |  |  |  |

**Explanation of the planned costs of payment for scientific and technical services / work of third parties and other costs directly related to the project:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| № | Name of services / works | Quantity | Price per uni (Thousands of rubles) | value (Thousands of rubles) |
| 1. |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Project leader** | **University Unit 1** | **University Unit 2 (if available)** | **University Unit 3 (if available)** |
| FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed |

**Form 4**

On the letterhead of the unit

Rector of RUDN University

Prof. O.A. Yastrebov

LETTER OF GUARANTEE

Dear Oleg Alexandrovich!

By this letter \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ *(Unit)*

confirms the co-financing of the project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

(*the name of the project as per the application)*

performed under the direction of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(Name of project leader)*

in the amount of \_\_\_% (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ rubles) of the announced amount of PFUR funding for the first year of the project implementation in case this project is recognized as the winner of the competition. We also confirm the further co-financing of this project in the following years of its implementation in the amount specified in the Draft cost estimate of co-financing funds (Form 5).

Head of Unit

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(position) (FULL NAME)

**Form 5: Draft cost estimate for unit co-financing**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Expense item** | **Year 1** | **Year 2** | **Year 3** | **Total** |
| **Thousands of rubles** | **Thousands of rubles** | **Thousands of rubles** | **Thousands of rubles** |
| Payroll (Total) **[[5]](#footnote-5)** |  |  |  |  |
| Project leader [[6]](#footnote-6) |  |  |  |  |
| Employees (separately for each position)[[7]](#footnote-7) |  |  |  |  |
| Equipment (purchase / modernization) |  |  |  |  |
| Consumables and accessories |  |  |  |  |
| Business travel |  |  |  |  |
| Scientific and technical services / work of third parties |  |  |  |  |
| Other costs directly related to the project in progress |  |  |  |  |
| **Total (the amount of co-financing provided by the unit):** |  |  |  |  |

**Explanation of the planned costs for the purchase (modernization) of equipment, materials, components:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| № | Product name | Quantity | Price per uni (Thousands of rubles) | value (Thousands of rubles) |
| 1. |  |  |  |  |

**Breakdown of planned expenditures of the payroll of members of the research team:**

|  |  |  |  |
| --- | --- | --- | --- |
| № | Position / status in the research team | Number of employees | Annual payroll  (thousand rubles) |
| 1. |  |  |  |

**Explanation of the planned costs of payment for scientific and technical services / work of third parties and other costs directly related to the project:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| № | Name of services / works | Quantity | Price per uni (Thousands of rubles) | value (Thousands of rubles) |
| 1. |  |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Project leader** | **University Unit 1** | **University Unit 2 (if available)** | **University Unit 3 (if available)** |
| FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed | Head (position)  FULL NAME  Date  Signed |

1. The list of the RUDN University priority research areas was approved by Rector's Order № 110 of 20.02.2021 "On Approval of Priority Research Areas" and Order № 866 of 14.12.2021 "On Amendments to Order № 110 of 20.02.2021 "On Approval of Priority Research Areas". [↑](#footnote-ref-1)
2. 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. [↑](#footnote-ref-2)
3. Payments to the head of the laboratory are made for the time of actual stay at the RUDN University in the order and within the time limits established by the university normative acts. [↑](#footnote-ref-3)
4. The average salary of scientific staff - not less than 200% of the average salary in Moscow. [↑](#footnote-ref-4)
5. 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. [↑](#footnote-ref-5)
6. Payments to the head of the laboratory are made for the time of actual stay at the RUDN University in the order and within the time limits established by the university normative acts. [↑](#footnote-ref-6)
7. The average salary of scientific staff - not less than 200% of the average salary in Moscow. [↑](#footnote-ref-7)