

STCU & SRNSF Targeted Research & Development Initiatives 2014 Competition Announcement: **Call for Proposals**

Wednesday 12 March 2014

In accordance with the “Statement of Intent to Cooperate Between the Science and Technology Center in Ukraine (STCU) and the Georgian National Science Foundation (since August 2010 - Shota Rustaveli National Science Foundation - SRNSF), the STCU and the SRNSF jointly issue this **2014 call for proposals** within the framework of the **Targeted Research & Development Initiatives** (TRDI) Program in the following priority areas:

1. Biotechnologies and Life Sciences
2. New Materials and Nanotechnologies
3. Information and Communications Technologies

Guidelines in English for preparing and submitting the proposals are provided below. The Georgian-language version of these guidelines may be accessed at the website of the SRNSF here: <http://www.rustaveli.org.ge>

Proposal Preparation, Selection Process and Project Implementation Guidelines

I. Principle Considerations

The STCU and the SRNSF issue this joint call for proposals that officially kicks-off the competition for funding under the Targeted Research & Development Initiatives Program in 2014. Of particular importance are the following requirements:

- In accordance with STCU policy, no less than 50% of project participants should be scientists with prior experience in the development of weapons of mass destruction.
- Project proposals should be limited to total budgets not to exceed **US\$ 70,000**.
- A strict requirement for all project submissions is the involvement of at least one scientific collaborator from any of the three western funding parties: the United States, Canada, and the European Union. (It is preferable to seek collaborators from a minimum of two western funding parties.) Any project proposal submitted without the planned participation of a western collaborator will be deemed non-responsive and will not be considered for funding. Expressions of Interest to Collaborate from potential western collaborators must be submitted to the STCU and sent to Georgian project managers who should submit it to SRNSF by the deadline date **Monday 21 July 2014** (see the schedule below) as a part of the Full Form “package”. **NOTE:** It is very important for the potential western collaborators to be directed to and follow the instructions provided on the STCU website (at

<http://www.stcu.int/west/recommendation/>) for submitting letters of support or expressions of interest to collaborate.

- The STCU and the SRNSF will encourage the greatest possible participation of regional organizations and scientists (i.e., those located outside the city of Tbilisi) in the proposed projects. Interdisciplinary projects as well as those which bring together several scientific institutes will have an advantage in the competition.
- Article 1.19 of the STCU Full Form proposal (Sustainability Planning) is a key element in improving the competitiveness of Georgian scientists and institutions for the selection process for project financing as well as during the implementation of the project or, later, in seeking additional financing for the further development of the proposed project.
- Those organizations planning to take part in the competition must prepare and submit to the SRNSF for review a preliminary application (so called “short form”) in the Georgian language by close-of-business **Friday 11 April 2014** (contact person Mr. Theodore Dolidze, dolidze@rustaveli.org.ge, Tel.: +995 577 75 71 73). The template for the preliminary application is provided at the end of these instructions (Georgian version at: <http://www.rustaveli.org.ge>, while the general project software and instructions for completing the Full Form (if invited to do so later) are available to download at <http://www.stcu.int/cis.grant/>.

II. Additional Guidelines

Following their review of the Short Forms, the SRNSF will submit to the STCU a statement with names, contact details and the titles of preliminary applications of twenty-five (or less) shortlisted Georgian project managers by **Friday 25 April 2014**. STCU will send them directly Full Form files with unique project numbers embedded (copies to the SRNSF) by **Monday 5 May 2014**. These project managers will prepare and submit a Full Form proposal in English to the SRNSF (submission deadline **Monday 21 July 2014**). After their own brief internal review to confirm all materials have been received from project scientists participating in the competition, the SRNSF will attach to each of the Full Form project proposals an official Host Government Concurrence (see below) as well as any other documentation (letters of collaboration, etc.) and forward the proposal packages to Elena Ardatova at the STCU by **Monday 11 August 2014**.

Following a brief internal review, the STCU will forward these proposal packages by **Thursday 20 August 2014** for a review of their scientific and technical merits by Western scientific experts.

- NOTE 1: Georgian project managers may begin drafting their Full Form proposals as soon as they were shortlisted by SRNSF, i.e., *before* receiving their respective Full Form files (with project numbers embedded) from the STCU. The Full Form applications are those used by the STCU for their Regular Project proposals, and this application (along with instructions on how to complete it) may be found on the STCU website here: <http://www.stcu.int/cis/grant/>.
- NOTE 2: In order for a submission to be deemed “complete” by the STCU so that it may be sent to the West for technical review, the three components listed below *must* be part of the proposal “package” submitted to the STCU. Any proposal lacking any part of the application “package” (i.e., either the Full Form proposal itself or the supporting documentation) will be deemed non-responsive and will not be considered for funding. No exceptions will be made.
 - completed Full Form proposal in electronic form (on compact disc CD-R, dated and signed by the project manager) and two hard-copies in English;

- *at least* one expression of interest to collaborate submitted by a western collaborator directly to the STCU and sent to the project manager (see second bullet point under “I. Principle Considerations” above)—although more such expressions of interest are encouraged and letters of support are welcomed;
 - A Host Government Concurrence (HGC)—which is the standard requirement for all STCU regular and partner project proposals (see immediately below).
- NOTE 3: The HGC (granted to those preliminary applications chosen for further development, as is the case for all STCU Regular and Partner project proposals) is a formal authorization coordinated and supplied by **SRNSF** to the STCU. The HGC permits the transfer of Full Form applications to the STCU for review by western technical and scientific experts, and which precludes applications from containing the following types of information:
 - (i) state secrets;
 - (ii) proprietary information defined in accordance with the relevant international norms and practices for the nonproliferation of weapons technologies, and in particular radioactive materials, nuclear technologies, delivery systems (e.g., ballistic rockets), and other types of weapons of mass destruction;
 - (iii) personal- and business-confidential (proprietary) information which does not have the permission of the holders of the intellectual property in question.
 - NOTE 4: In submitting to the STCU the Full Form proposals for technical review and financing consideration, it is important to adhere to all requirements highlighted and explained in these instructions. The only exception is that the projects proposed under the Targeted Initiatives Program must be implemented within a period of between 12 to 24 months rather than the maximum 36 months permitted for Regular Projects.

Scientific Review of Full Form Proposals

Upon receiving the Full Form proposals, the STCU will conduct short internal review of the applications (to confirm that all required documents have been submitted), and will then transfer them for scientific and technical review by Western specialists—as noted above. The period for the Western scientific and technical review process will be ending by **Tuesday 4 November 2014**.

NOTE: Project proposals will be evaluated on the basis of (but not limited to) the following key criteria:

- a. Scientific justification (uniqueness and level of science presented, understandability and readability, references and citations, etc.);
- b. Scientific methodology (methodological justification: uniqueness and reasonableness)
- c. Scientific promise (ability to achieve stated goals, reasonableness of developing new or improving existing technologies from the stated results);
- d. Applicability and feasibility (ability to achieve stated results based on material and financing requests, as well as upon existing institute technical capacities and resources);
- e. Sustainability (Feasibility of further scientific development or commercial potential);
- f. External support and interest (letters of support and expressions of interest to collaborate).

Following this review process the STCU in coordination with the **SRNSF** will provide a summary of the following information on the proposed projects to each of the funding parties in order to support a joint financing decision:

- a. An analysis of the scientific merit and significance of the project;

- b. An opinion as to whether the project can meet its stated goals within the proposed time frame;
- c. A practical appraisal of the qualifications and experience of the scientists proposed for implementing the project and executing its tasks;
- d. Recommendations for improving the proposals if they merit further development;

A definite confirmation of the list of projects chosen for grant financing for the current year will be determined by a Joint Working Group (comprising representatives from the STCU Western financing parties and the SRNSF) that will meet immediately prior to the **December 2014 STCU Governing Board Meeting**. The decision will be officially announced at this meeting.

III. Post-Selection Considerations and Additional Information

Implementation of projects under the TRDI program in Georgia will be administered in accordance with the standard STCU and SRNSF practices in general compliance with procedures that govern Regular Projects, with the exception being the period of project implementation as noted above, i.e., projects will be limited to between 12-24 for implementation.

The Georgian project manager will be fully empowered and responsible for the implementation their project under the TRDI program, as is the standard practice with STCU Regular and Partner projects. The Georgian project manager will provide quarterly financial and technical progress reports for the given project agreement for which they are responsible to: (i) their respective STCU Senior Specialist per the standard STCU procedures governing Regular projects and (ii) **Department of Monitoring in SRNSF**.

As is standard practice with all STCU Regular and Partner projects, each respective Georgian TRDI Project Manager will permit the STCU and the SRNSF (the funding parties) to perform technical and financial monitoring of the implementation of the project agreement upon provision of two weeks advance written notice from each party. The parties will share the results of any monitoring with the respective project manager and between each other within sixty (60) days of monitoring performance.

For any given year's TRDI program, the STCU and the SRNSF will coordinate closely during the preceding year to propose an overall TRDI budget commitment for the upcoming year. To support the success of each year's TRDI program, each Party will provide financing on a timely basis in order to meet all obligations (grants, equipment, materials, etc.). Any delay in funding the program could cause disruption in its implementation. Each Party agrees to inform the other of any material delays in committed funding for which they are responsible. If a delay in funding occurs, it is agreed that the other Party may suspend its obligations under the Statement of Intent to Cooperate until such time that any financing issues are resolved. It is agreed that the time period for any delay which would trigger a suspension of the Agreement is defined as the first full working day following the first full working month from the beginning of any given year.

During the Fall of any given year, the STCU and the SRNSF will strive to organize a workshop or seminar in Tbilisi to identify changing priorities for scientific development in Georgia, to help focus attention onto those areas within the priorities that are of particular interest to Georgia, and to provide Grant Writing and Sustainability training to Georgian scientists. It is hoped these meetings will provide the opportunity and encourage Georgian scientists to begin collaboration efforts with the goal of submitting Targeted Initiative proposals for the following year. The STCU and the SRNSF will work to the maximum extent possible to incorporate "lessons learned" with the goal of constantly improving the TRDI program.

IV. Proposed Schedule for Proposal Preparation and Review Process

Wednesday 12 March 2014	Call for Proposals 2014 Targeted Initiatives Program
Friday 11 April 2014	Submission deadline for Short Forms to the SRNSF
Friday 25 April 2014	Deadline for the SRNSF to forward an official statement to STCU Elena Ardatova (elena.ardatova@stcu.int) requesting up to twenty-five (25) Full Form proposal templates be forwarded directly to participating project managers.
Monday 5 May 2014	Deadline for the STCU to forward Full Form proposal templates (with unique project proposal numbers) directly to the selected project managers by e-mail (copies to the SRNSF)
Monday 21 July 2014	Deadline for project managers to submit Full Form proposals and western expressions of interest to collaborate to the SRNSF
Monday 11 August 2014	Deadline for submitting Full Form packages to the STCU (Elena Ardatova (elena.ardatova@stcu.int) following internal document status confirmation by the SRNSF and attaching other support documentation (e.g., HGCs)
Thursday 20 August 2014	Deadline for submitting completed Full Form proposals to Western reviewers by the STCU following internal document status confirmation
Tuesday 4 November 2014	Deadline for submission of the results of Western scientific reviews of Full Form proposals to the STCU
Nov 2014, Prior to Dec 2014 GBM	Deadline for Joint Working Group TIP funding decision
December 2014 GBM	STCU GBM and decision announcement

**→ → → SHORT FORM TEMPLATE ← ← ←
ON FOLLOWING PAGES**

**STCU
SCIENCE AND TECHNOLOGY CENTER IN UKRAINE**

Targeted Research and Development Initiatives Program

Project Title

PROJECT PROPOSAL

**NOTE!
THIS PRELIMINARY APPLICATION
("SHORT FORM") IS TO BE COMPLETED IN
THE GEORGIAN LANGUAGE AND SUBMITTED TO
THE SHOTA RUSTAVELI NATIONAL SCIENCE
FOUNDATION
(Please find Georgian version in www.rustaveli.org.ge)**

Tbilisi, Georgia

SCIENCE AND TECHNOLOGY CENTER IN UKRAINE

1. UNRESTRICTED SUMMARY

1.1 Title of Project: _____.

1.2 Project Manager: **Name, telephone, fax, e-mail**

1.3 Participating Institutions: **Names of lead and participating institutes**

1.4 Current/Desirable Foreign Collaborators:
Name and contact details for all proposed foreign collaborators

1.5 Project Duration: **how many months?**

1.6 Participants	Weapon Scientists	Total Participants
Total person-days of Efforts	XXXXXX	XXXXXX
Total number of participants	XXXXXX	XXXXXX

1.7 Project Summary

Provide a summary description of the project and what it hopes to achieve.

1.8 Key words: **xx, xxxxxxxxxxxxxxxx, xxxxxxxxxxxxxxxxxxxx, xxxxxxxx, xxxxxxxxxxxxxxxx.**

1.9 Total Estimated Project Cost:

Cost Estimate (in US dollars)	Year 1	Year 2	Total
Grant payments	XXXXXX	XXXXXX	XXXXXX
Equipment	XXXXXX	XXXXXX	XXXXXX
Materials	XXXXXX	XXXXXX	XXXXXX
Other Direct Costs	XXXXXX	XXXXXX	XXXXXX
Travel	XXXXXX	XXXXXX	XXXXXX
Subcontracts	XXXXXX	XXXXXX	XXXXXX
Overhead	XXXXXX	XXXXXX	XXXXXX
Total	XXXXXX	XXXXXX	XXXXXX

1.10 Project Facilities:

Name of Institute #1

Brief description of facilities and equipment

Name of Institute #2

Brief description of facilities and equipment

Name of Institute #3

Brief description of facilities and equipment

LEADING INSTITUTION:

Name of Institute: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

Contact Details: **Address, telephone number(s), fax number, e-mail, website, etc.**

Cost Estimate (in US dollars)	Year 1	Year 2	Total
Grant payments	XXXXXXX	XXXXXXX	XXXXXXX
Equipment	XXXXXXX	XXXXXXX	XXXXXXX
Materials	XXXXXXX	XXXXXXX	XXXXXXX
Other Direct Costs	XXXXXXX	XXXXXXX	XXXXXXX
Travel	XXXXXXX	XXXXXXX	XXXXXXX
Subcontracts	XXXXXXX	XXXXXXX	XXXXXXX
Overhead	XXXXXXX	XXXXXXX	XXXXXXX
Total: STCU Financing Requested	XXXXXXX	XXXXXXX	XXXXXXX

Name and signature of individual authorized to make commitments on behalf of Institution:

Name of Director
Name: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

Name of Deputy Director
Position: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

Signature _____ (place for stamp)

Institution Project Leader:

Name of Leader
Name: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

Position: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

Signature _____

PARTICIPATING INSTITUTION #1:Name of Institute: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**Contact Details: **Address, telephone number(s), fax number, e-mail, website, etc.**

Cost Estimate (in US dollars)	Year 1	Year 2	Total
Grant payments	XXXXXXX	XXXXXXX	XXXXXXX
Equipment	XXXXXXX	XXXXXXX	XXXXXXX
Materials	XXXXXXX	XXXXXXX	XXXXXXX
Other Direct Costs	XXXXXXX	XXXXXXX	XXXXXXX
Travel	XXXXXXX	XXXXXXX	XXXXXXX
Subcontracts	XXXXXXX	XXXXXXX	XXXXXXX
Overhead	XXXXXXX	XXXXXXX	XXXXXXX
Total: STCU Financing Requested	XXXXXXX	XXXXXXX	XXXXXXX

Name and signature of individual authorized to make commitments on behalf of Institution:Name of Director
Name: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**Name of Deputy Director
Position: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

Signature _____ (place for stamp)

Institution Project Leader:Name of Leader
Name: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**Position: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

Signature _____

PARTICIPATING INSTITUTION #2:Name of Institute: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**Contact Details: **Address, telephone number(s), fax number, e-mail, website, etc.**

Cost Estimate (in US dollars)	Year 1	Year 2	Total
Grant payments	XXXXXXX	XXXXXXX	XXXXXXX
Equipment	XXXXXXX	XXXXXXX	XXXXXXX
Materials	XXXXXXX	XXXXXXX	XXXXXXX
Other Direct Costs	XXXXXXX	XXXXXXX	XXXXXXX
Travel	XXXXXXX	XXXXXXX	XXXXXXX
Subcontracts	XXXXXXX	XXXXXXX	XXXXXXX
Overhead	XXXXXXX	XXXXXXX	XXXXXXX
Total: STCU Financing Requested	XXXXXXX	XXXXXXX	XXXXXXX

Name and signature of individual authorized to make commitments on behalf of Institution:Name of Director
Name: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**Name of Deputy Director
Position: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

Signature _____ (place for stamp)

Institution Project Leader:Name of Leader
Name: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**Position: **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**

Signature _____