

## **D.2 - Competition for R&D by scientific teams led by leading scientists**

### **COMPETITION DOCUMENTATION (bid code - D.2-2025)**

#### **1. General provisions**

1.1 The competition for R&D by scientific teams led by leading scientists (hereinafter referred to as D.2-2025 or the competition) is announced by the order of the First Vice-Rector - Vice-Rector for Research on the basis of the RUDN regulations on Scientific Projects Grant System (Order No. 124 of 03.03.2022 "On approval of the new edition of the Regulation on the Grant Support System for Scientific projects of the RUDN" (hereinafter referred to as the Regulations), decision of the RUDN Scientific and Technical Council (hereinafter referred to as the STC) (Minutes №HTC-19 dated 06.06.2024) and the decision of the Steering Committee (hereinafter – SC) of the RUDN Strategic Academic Leadership Program "Priority-2030" (Minutes №YK-39 dated 11.06.2024).

1.2 The aim of the competition is to attracting leading world-class scientists with work experience in leading Russian and foreign universities and scientific organizations to conduct R&D on the basis of RUDN as leaders of scientific teams.

1.3 The results of the competition shall be equated to the results of the competitive selection conducted for filling the positions of scientific workers in accordance with the procedure established by the labor legislation of the Russian Federation<sup>1</sup>.

1.4 The organizer of the competition is the federal state autonomous educational institution of higher education "Peoples' Friendship University of Russia named after Patrice Lumumba" (hereinafter - RUDN or the University). Postal address of the Competition Organizer: Russian Federation, 117198, Moscow, Miklukho-Maklaya St., 6.

1.5 The RUDN Research Division (hereinafter referred to as the RD) coordinates the competition.

1.6 Scientific research (project) should be aimed at solving specific problems within the framework of one of the directions<sup>2</sup> defined in paragraph 21 of the Strategy for Scientific and Technological Development of the Russian Federation (approved by Presidential Decree No. 145 of February 28, 2024 "On the

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<sup>1</sup> Order of the Ministry of Science and Higher Education of the Russian Federation No. 715 of 05.08.2021 "On approval of the list of positions of researchers to be replaced by the competition and the procedure for conducting the specified competition".

<sup>2</sup> Approved by Decree of the President of the Russian Federation No. 529 dated June 18, 2024 "On approval of priority directions of scientific and technological development and the list of the most important high-tech technologies".

Strategy of Scientific and Technological Development of the Russian Federation"), allowing to obtain significant scientific and scientific and technical results, to create national high-tech technologies.

Priority scientific directions of RUDN, in relation to which the competition is held<sup>3</sup>:

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

1.7 Projects supported by grants of the Government of the Russian Federation, Russian and foreign scientific foundations, as well as the projects implemented earlier within the framework of the "5-100" Program and implemented (to be implemented) within the framework of the RUDN Scientific Projects Grant System contests of previous years cannot take part in the competition.

1.8 In accordance with the current objectives of the University, Projects submitted for the competition are divided into two categories:

**Category A:**

•Projects submitted for the competition by russian and/or foreign scientists who are not current employees (including external collaborators), provided that the Project manager is transferred to the main place of work at RUDN to the position of a researcher in the Project, in case the Project is supported by the results of the Competition;

•Projects submitted for the competition by current employees of RUDN, employed at RUDN on the main job or part-time in non-scientific positions (teaching staff, administrative staff, etc.), provided that the Project manager is transferred to the main place of work at RUDN to the position of a researcher in the Project, in case the Project is supported by the results of the Competition.

**Category B:**

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<sup>3</sup> Approved by the Rector's orders №110 dated 20.02.2021 "On Approval of Priority Scientific Directions of the RUDN" and №866 dated 14.12.2021 "On Amendments to Order No. 110 dated 02/20/2021 "On Approval of Priority Scientific Directions of the RUDN". **Projects submitted in directions not specified in the list will also be accepted for consideration.**

- Projects submitted for the competition by current employees of RUDN, employed at RUDN on the main job or part-time in non-scientific positions (teaching staff, administrative staff, etc.), provided that provided that the Project is managed by a researcher on an internal part-time basis or a combination of positions, in case the Project is supported by the results of the Competition.

- Projects submitted for the competition by current employees of RUDN who are employed at RUDN as researchers at their main place of work or part-time as researchers in the main training or research unit (hereinafter - the MTU and/or RU).

1.8.1 The Project category is determined by the Project manager when submitting the application and is not subject to revision (forms 1 and 2, p.1.5).

1.8.2 One Project manager may submit no more than one application for the competition.

1.8.3 The competition for each category may be declared invalid if there are submitted applications:

- For category A – less than 5;
- For category B – less than 3.

## **2. Timing for the competition**

2.1 Submission of applications for the competition is carried out in the period from the date of announcement of the competition until 18:00 06.09.2024. Printed (abbreviated) application forms are submitted to the Research Division (Moscow, Miklukho Maklaya St., 10, cor. 2, office 821), electronic (full) versions of applications are sent to the e-mail address [melnikov-ayu@rudn.ru](mailto:melnikov-ayu@rudn.ru) with the subject line "Application for the competition D.2-2025 < First name of the project manager > ».

2.2 Summarizing the results of the contest will take place no later than 01.12.2024.

## **3. Minimum requirements for contestants**

3.1 Scientific teams of researchers can take part in the competition regardless of citizenship and existing labor relations with RUDN (p.1.8).

3.1.1 The project direction:

- Fundamental – experimental or theoretical activities aimed to gain new knowledge about the basic laws of the structure, functioning and development of human, society and the natural environment;

- Applied –aimed at applying new knowledge to achieve practical goals and solve specific tasks;

is determined by the Project manager and is indicated in the appropriate field of the application form (Forms 1 and 2, p.1.4).

3.2 In terms of its composition the scientific team of the Project must meet the following requirements:

3.2.1 The number of members of the scientific team should be (including the supervisor) at least 4, but not more than 7 people<sup>4</sup>.

3.2.2 The number of researchers under the age of 39 years inclusive for the whole period of the project should be at least 50%<sup>5</sup> of the total number of members of the research team (including the supervisor, undergraduate and/or graduate students).

3.2.3 The number of undergraduate and/or graduate students in the research team for the entire period of the project should be at least 30%<sup>5</sup> of the total number of members of the research team.

3.3 Research team leader requirements (for the period from January 1, 2020 through the date of application):

3.3.1 Availability of an academic degree and publications in journals (conference collections) indexed in the WoS and/or Scopus scientific citation databases:

- For Project managers of natural sciences and technical directions (fundamental / applied) – at least 5 publications in editions, included in the 1st or 2nd quartile according to JIF, SJR, SNIP metrics;

- For Project managers of social and humanitarian directions (fundamental) – at least 4 publications in editions, included in the 1st or 2nd quartile according to JIF, SJR, SNIP metrics;

- For Project managers of social and humanitarian directions (applied) – at least 3 publications in editions, included in the 1st or 2nd quartile according to JIF, SJR, SNIP metrics;

3.3.2 Experience in leading and/or participating in R&D projects<sup>6</sup> – at least 1.

3.3.3 Experience of participation in R&D projects<sup>5</sup> (excluding item 3.3.2) - at least 1.

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<sup>4</sup> The team can include both current staff members (RUDN faculty members/non-teaching staff, including those employed on an external part-time basis) and full-time undergraduate and/or graduate students of RUDN, as well as researchers who are not employed at RUDN at the time of application submission (including the supervisor), in this case, if the project is supported by the results of the competition, these researchers will be employed at RUDN according to the procedure established by the University (see p.8).

<sup>5</sup> When calculating the number of members of the team, rounding should be performed towards a larger integer. For example: if the total number of members of the research team is 5 people [the proportion of researchers under 39 years of age (50%) equals 2.5], in this case the number of researchers under 39 years of age should be at least 3 people. If the total number of members of the research team is 4 people [the share of undergraduate and/or graduate students (30%) equals 1.5], the number of undergraduate and/or graduate students should be at least 2 people.

<sup>6</sup> The following are taken into account: grants from Russian and foreign scientific foundations for R&D, state assignments for R&D, contractual R&D. R&D projects carried out at the expense of foreign scientific foundations or at the expense of co-financing of Russian and foreign scientific foundations are counted with the coefficient x2. The following are not taken into account: participation in competitions and grants, the source of funding of which is RUDN funds (PPK "5-100", competitions of the RUDN grant support system for scientific projects of previous stages, initiative R&D projects), attraction of funds from educational activities (APE programs, etc.).

3.3.4 Availability of registered results of intellectual activity (hereinafter referred to as RIAs)<sup>7</sup>:

- For Fundamental Project Managers – does not apply;
- For project managers of applied areas – at least 2.

3.3.5 Experience of working in a leading higher education institution / research organization<sup>8</sup> - at least 3 full years.

3.4 Research Team Requirements (for the period from January 1, 2020 through the date of application)<sup>9</sup>.

3.4.1 Availability of publications in journals (conference proceedings) indexed in WoS and/or Scopus scientific citation databases:

- For scientific teams of natural sciences and technical directions (fundamental / applied) Projects – at least 5, of which co-authored by the head and members of the scientific team - at least 3<sup>10</sup>;

- For scientific teams of social and humanitarian projects (fundamental/ applied) Projects – at least 2, of which co-authored by the head and members of the scientific team - at least 1<sup>9</sup>.

3.4.2 Experience in participation in R&D projects:

- For scientific teams of natural sciences and technical directions (fundamental / applied) Projects – at least 2<sup>11</sup>;

- For scientific teams of social and humanitarian projects (fundamental/ applied) Projects – at least 1<sup>10</sup>.

3.4.3 Availability of registered RIAs:

- For scientific teams of fundamental projects - not applicable;
- For scientific teams of applied projects - at least 2<sup>12</sup>.

3.5 Other requirements for members of the research team:

3.5.1 For each project participant with an academic degree, the mandatory condition is work experience in a leading higher education institution / scientific organization<sup>8</sup> - at least 3 full years.

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<sup>7</sup> The list of accepted for consideration results of intellectual activity (RIA) (Article 1225 of the Civil Code of the Russian Federation) includes: inventions, utility models, industrial designs, computer programs, databases, topologies of integrated circuits, trade secrets (know-how).

<sup>8</sup> The list of leading universities is approved by Rector's Order No. 26/PPK dated 04.05.2016 "On approval of the list of leading Russian and foreign universities" and its additions (No. 62-PPK dated 23.05.2016, #116-PPK dated 20.06.2016, #39-PPK dated 15.03.2017, #132-PPK dated 07.09.2018, #144-PPK dated 05.10.2018, #147-PPK dated 10.10.2018, #156-PPK dated 23.10.2018, #206-PPK dated 07.10.2019, #246-PPK dated 24.12.2019, #104/PPK dated 28.04.2020, #150-PPK dated 16.03.2021).

<sup>9</sup> Total for all members of the research team, not including the project leader.

<sup>10</sup> Publication in co-authorship of several members of the scientific team is counted once. Publication in co-authorship with the head of the scientific team is counted both for the head (p.3.3) and the scientific team (p.3.4).

<sup>11</sup> Participation of several members of the scientific team in one R&D is counted once. Participation in one R&D with the head of the scientific team is counted both for the head (p.3.3) and the scientific team (p.3.4).

<sup>12</sup> RIA co-authored by several members of the scientific team is counted once. RIA co-authored with the head of the scientific team is counted both for the head (p.3.3) and the scientific team (p.3.4).

3.5.2 Undergraduate and postgraduate students who are members of the research team must be full-time RUDN students and postgraduates.

3.5.3 For members of the research team who do not have an academic degree, are not full-time students or postgraduates of RUDN, it is mandatory to have a higher education in the direction of the project topic, work experience of at least 3 full years in a leading university, scientific organization or organization of the real sector of the economy, the field of activity of which corresponds to the project topic. If the specified member of the research team by age does not correspond to the status of a researcher up to 39 years inclusive, the project manager provides a written justification of the need for his/her inclusion in the research team.

3.5.4 The leader of the research team cannot be the researcher:

- who is the head of the project supported under the RUDN Scientific Projects Grant System competition, unfinished as of 31.12.2023;

- was the head of the project supported under the RUDN Scientific Projects Grant System competition, terminated early by the decision of the SC "Priority 2030" due to violation of the conditions of implementation, if less than 2 years have passed since the decision on early termination of the project was made;

- who was the head of the Project supported by this Competition and successfully completed, if less than 2 years have passed since the completion date of the Project.

3.5.5 The member of the research team (including the leader) cannot be a researcher who at the moment of application submission is involved in the implementation of two<sup>13</sup> Projects supported under the RUDN Scientific Projects Grant System contests, unfinished as of 31.12.2023.

3.5.6 In order to avoid conflicts of interest, it is not allowed to involve family members and close relatives of the Project manager as members of the research team, as well as employees of third-party organizations providing co-financing of the Project, if these employees hold positions in these organizations responsible for making a decision on co-financing the Project.

#### **4. Requirements to the content of the project (application)**

4.1 General requirements to the application to be submitted to the competition are regulated by clause 5 of the Regulations.

4.2 The application for participation in the competition shall be drawn up in Russian and English. If individual documents are submitted in other languages, a duly certified translation of these documents into Russian or English must be provided.

By submitting an application to the competition, the project manager agrees to the terms and conditions of the competition.

4.3 The application shall include:

a. Information on the project (Annex 2)

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<sup>13</sup> Except for the project (including the management of this project), supported under the competition for interdisciplinary R&D by scientific teams of RUDN main academic and scientific departments (RUDN Megagrant), competition code U.4.

b. Information about the project manager and members of the scientific team (except for undergraduate and postgraduate students) (Appendix 3)<sup>14</sup>;

For each member of the research team (including the supervisor):

c. Screenshots of the first pages of users in scientific citation databases (Scopus, WoS, РИИЦ - if available) with information on publications and citations (for undergraduate and graduate students - if available), providing the possibility of unambiguous identification of the user in these databases when assessing publication activity.

d. Scan-copy of the document on awarding the degree of candidate of sciences / doctor of sciences / PhD. In the absence of an academic degree - a scan-copy of the diploma of higher education (for students - a certificate of full-time study at RUDN, for postgraduates - a certificate of full-time study at RUDN and a copy of the diploma of higher education)<sup>15</sup> .

e. Scan-copy of the main page of the ID document), only for members of the research team who are not employed at RUDN at the time of application submission.

f. Scan copies of other documents confirming the qualification of the participant of the competition (conference certificates, confirmation of participation in scientific projects, professional development).

g. Consent for personal data processing (Appendix 4), only for members of the research team who are not employed at RUDN at the time of application submission.

4.4 The printed form (original) of the application is submitted in abbreviated form<sup>16</sup> to the RUDN Research Division at the address and by the deadline specified in p.2.1. Only original documents are included in the printed (abbreviated) form of the application:

- General information about the scientific project (Annex 2, Form 1);
- Planned key performance indicators of the project (Annex 2, Form 3);
- Draft cost estimate of the main grant funds (Annex 2, Form 4);
- Consent for personal data processing for the members of the research team who are not current employees of RUDN (Appendix 4).

The printed application form must be securely bound, all sheets numbered, sealed on the back of the last sheet with a seal sticker indicating the number of sheets and signed by the signature of the project manager. The application is submitted in an envelope with the competition code, full name of the project leader and the name

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<sup>14</sup> The information provided in Annex 3 should be reflected in the amount necessary and sufficient to confirm the qualifications of the member of the scientific team when the project is evaluated by an external expert.

<sup>15</sup> For undergraduate and graduate students, an electronic version of the certificate in PDF format, certified by EDS, obtained by applying to RUDN MFC in the personal cabinet on the portal <https://lk.rudn.ru/mfc> is provided. **If at the moment of application submission the full names of students and postgraduates who are supposed to participate in the project are not known (for supervisors who are not current employees of RUDN), the project leader in Appendix 2, Form 2, item 2.8 indicates the expected number of students and postgraduates in the team in accordance with item 3.2.3.**

<sup>16</sup> Any other documents not specified in paragraph 4.4 shall not be provided in hard copy.

of the proposed RUDN MTU or RU, on the basis of which the project is planned to be implemented.

4.5 The electronic version of the application shall be sent to the e-mail address and within the terms specified in clause 2.1. The electronic version of the application includes information about the project and participants of the scientific team.

4.5.1 The electronic version of the project information includes electronic versions of documents in PDF format:

- The content of the research project (Appendix 2, Form 2);
- Planned key performance indicators of the project (Annex 2, Form 3);
- Draft cost estimate of the main grant funds (Annex 2, Form 4);

The documents shall be combined into one file in the order of 4.5.1. File name: "Application D.2-2025 <Manager's name>".

4.5.2 Personal data documents for each member of the research team include:

- Questionnaire of the contestant (Annex 3)
- Supporting documents (p.4.3 c-g)
- Consent for personal data processing for the members of the research team who are not current employees of RUDN (Appendix 4).

The documents for each team member shall be combined into a separate file in the order of the list in 4.5.2, the file shall be named by the last name of the team member.

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

4.5.4 Electronic versions of the project information (Annex 2) and the Questionnaire of the project participants (Annex 3) shall be provided in PDF format, ensuring the possibility of recognizing (copying) the submitted information. Scan copies of confirmation documents (letters, certificates, etc.) shall be provided in PDF format with image quality ensuring readability of the submitted information.

4.5.5 The total volume of the content of the Project (Appendix 2 of Form 2, 3, 4) should not exceed 16 A4 pages. Violation of this condition leads to the removal of the application from the competition

4.6 A project will be accepted for consideration only after a hard copy and electronic application form has been received by the RD.

## **5. Evaluation of applications**

5.1 Preliminary assessment of projects for compliance with the basic requirements of the competition documentation (p.3, p.4) is carried out by the RD. The list of projects to be sent to external experts for evaluation is approved by the decision of the RUDN STC.

5.2 The qualitative (scientific) content of each application is evaluated independently by two external experts. The independent experts can be members of RUDN International Scientific Councils (ISC), experts of the Russian Academy of



Sciences and/or scientists in the direction of the project subject, who meet the criterion of "leading" according to the local documents adopted at RUDN<sup>17</sup>. The experts cannot be current employees of RUDN. Information about the experts is confidential.

5.3 The opinion of each expert on each project (Annex 6) is formalized in the form of an expert questionnaire with assessments of each project characteristic (clause 5.4) on a ten-point scale. Each evaluation is supplemented with a textual justification (not more than 1000 symbols). The final score of one expert's opinion is formed as a result of summing up all the scores in the opinion.

5.4 The following Project characteristics are subject to expert review:

- Relevance of the project topic (including at the international level);
- Scientific novelty (originality) of the research (project), its theoretical and practical significance;
- Compliance of the level of research and expected results of the project with the world level;
- Compliance of the proposed approaches and methods of the planned research with the set goal and objectives of the project;
- The qualifications of the project manager and scientific team correspond to the project goal and objectives;
- Relevance of the scientific and technical background to the objectives of project implementation;
- Assessment of the project potential (including market potential) and risks of its realization.

5.5 After receipt of expert opinions, the RD performs quantitative assessment of the team's potential and scientific background (Annex 5, p.2) and assessment of the expected results of the project (Annex 5, p.3).

5.6 The final value is the sum of the sum of the scores of the final evaluations of both experts and the scores of the RD evaluations.

5.7 The results of the project expertise are considered at the STC meeting with the invitation heads of RUDN MTU and RU. The list of projects recommended for support is approved based on the results of the STC meeting.

5.8 The list of projects recommended for support by the STC is considered at the meeting of the SC "Priority 2030", and the results of the meeting determine the list of projects - winners of the competition, which is approved by the order of the Rector / First Vice Rector - Vice Rector for Research.

## **6. Funding Terms**

6.1 The Project is financed from RUDN extra-budgetary funds and / or other sources of funding of the Priority-2030 Program. The amount of funding allocated by RUDN for one stage (one year) of the Project:

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<sup>17</sup>The requirements for a leading scientist are approved by the Rector's order No. 120/пнк dated 20.06.2016 "On the approval of criteria for determining the status of a "leading world scientist holding a leading position in a certain field of sciences"

- For A category Projects (natural sciences and technical directions) - 8 000 000 rubles.

- For A category Projects (social and humanitarian directions) - 7 000 000 rubles.

- For B category Projects (each direction) – 6 000 000 rubles.

6.2 Projects shall be financed in accordance with the approved project estimate within the approved budget.

6.3 Directions for spending project funding from RUDN:

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

6.3.2 Payment for business trips of the head and members of the research team for the purposes of project implementation.

6.3.3 Payment for scientific and technical services / works of third-party organizations for the purposes of project implementation (not more than 10% of the total amount of project stage financing).

6.3.4 Payroll.<sup>18</sup>

6.4. Conditions for the distribution of RUDN financing of the project:

➤ pts. 6.3.1 – 6.3.3:

- for Projects of natural sciences and technical directions - not less than 30% of the total Project financing from RUDN;

- for Projects of social and humanitarian directions – not less than 15% of the total Project financing from RUDN;

➤ pts. 6.3.4:

- for Projects of natural sciences and technical directions – no more than 70% of the total Project financing from RUDN;

- for Projects of social and humanitarian directions – no more than 85% of the total Project financing from RUDN;

6.4.1 Reallocation of project funding by RUDN from the directions specified in clauses 6.3.1 - 6.3.3 to the direction specified in clause 6.3.4 is not allowed. 6.3.1 - 6.3.3 to the direction specified in 6.3.4 is not allowed.

6.4.2 If the project does not require the RUDN to spend the project funding in the areas specified in pts. 6.3.1 - 6.3.3 or if the amount of spending in these areas for objective reasons is less than 15% of the total project funding. 6.3.1 - 6.3.3 or in case the amount of expenditures in these areas for objective reasons is less than 30% of the total amount of RUDN funding for the project, the project manager in the appropriate field of the application form (Form 2, item 2.7 and Form 4, breakdown of planned expenditures item 4) indicates the justified reasons for the reduction of expenditures. In this case, if the applied project is supported according to the results of the Competition, the SC "Priority 2030" may decide to reduce the amount of

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<sup>18</sup> Including guarantees established by the legislation of the Russian Federation, deductions for insurance contributions for compulsory pension insurance, compulsory medical insurance, compulsory social insurance against temporary disability and maternity, compulsory social insurance against accidents at work and occupational diseases.

RUDN funding for the project by the amount of funds not planned to be spent in the areas specified in paras. 6.3.1 - 6.3.3.

## **7. Conditions of the project realization**

7.1 The project implementation period:

- For A category Projects – 3 years.
- For B category Projects – 2 years.

The start and end dates of the implementation stage are set by the order on approval of the competition winners / extension of the project to the next stage.

7.2 Projects are realized on the basis of RUDN departments. The project assignment to a subdivision is approved by the order on summarizing the results of the competition. Responsible for project implementation and fulfillment of key performance indicators (hereinafter - KPIs) are the project leader (research team) and the head of the subdivision<sup>19</sup>, on the basis of which the project is implemented.

7.3 The head of the research team independently initiates the start of the Project realization by sending a memo to the First Vice-Rector - Vice-Rector for Research to open the research topic, agreed by the head of the structural subdivision, on the basis of which the project is implemented (MTU and/or RU). The deadline for submission of the memo is approved by the order on summarizing the results of the competition.

7.4 The Project leader has the right to refuse its implementation after summarizing the results of the competition before the opening of the research topic and/or the beginning of spending the funds allocated for the implementation of the Project stage. For this purpose, the Project manager sends a memo to the First Vice-Rector - Vice-Rector for Research, agreed by the Head of the MTU and/or RU, with justification of the reason for refusal to implement the Project. The decision to revise the results of the competition shall be made by the SC "Priority-2030".

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

7.6 The plan-schedule of R&D subject realization and the plan-schedule of procurement of goods, works and services are approved not later than 5 working days after the discovery of the R&D subject.

7.7 Submission of memos for procurement of equipment (goods, works and services) shall be made not later than 45 calendar days from the date of commencement of the project implementation phase.

7.8.1 The delivery and commissioning dates of the equipment for A category Projects shall be:

- no later than 30 calendar days prior to the start date of the reporting period for Projects of the 1<sup>st</sup> and 2<sup>nd</sup> year of implementation;
- no later than 90 calendar days prior to the start date of the reporting period for Projects of the 3<sup>rd</sup> year of implementation.

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<sup>19</sup> clause 6.1.5 of the Regulations

7.8.2 The delivery and commissioning dates of the equipment for B category Projects shall be:

- no later than 30 calendar days prior to the start date of the reporting period for Projects of the 1<sup>st</sup> year of implementation;
- no later than 90 calendar days prior to the start date of the reporting period for Projects of the 2<sup>nd</sup> year of implementation.

7.9 In case of violation of the deadlines specified in paras. 7.3, 7.6 - 7.8, the decision of on the start (continuation) of the project shall be submitted to the SC "Priority-2030" for consideration.

7.10 The decision to continue the work on the project to the next stage<sup>20</sup> is made by the RUDN STC on the basis of expert review of annual reports and approved by the decision of the SC "Priority-2030".

7.11 The report on the implementation of the project stage shall be drawn up by the project manager and submitted to the Research Division annually, not later than 15 calendar days before the end date of the project stage. The deadlines for preparation and submission of the report are set by the order on approval of the winners of the competition.

7.12 The mandatory annex to the report is a certified CITiS map on the subject of the project.

## **8. Employment of participants of supported projects**

8.1 The head of the project, supported by the results of the Competition, who has a position in a foreign university or research center, is obliged to ensure his/her personal presence at RUDN for at least 60 calendar days per year cumulatively. Employees working in the Russian Federation provide their personal presence in accordance with the terms and conditions of the labor contract, at the appropriate share of the rate.

8.2 All members of the scientific team of the supported project are employed at RUDN in accordance with the labor legislation with the conclusion of an employment agreement in the format of an effective contract on a full-time or part-time basis, in which the obligations to fulfill KPIs are fixed. Employment is carried out within the framework of the research topic open for the project implementation.

8.3 The Project manager:

- of A category shall be employed by the Project at their main place of work as a researcher<sup>21</sup> at a share of rate 1.0 with a fixed salary not exceeding 250 000 rubles per month;
- of B category shall be employed by the Project at internal part-time basis or a combination of positions with a fixed salary not exceeding 250 000 rubles per month.

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<sup>20</sup> p.6.3.4 of the Regulations. Order #535-ppc dd. 30.06.2021 "On the approval of criteria, if not fulfilled, the projects of the RUDN Grant Support System will not be extended to the next stage of implementation, as well as applications for new competitions of the RUDN Grant Support System will be accepted for consideration."

<sup>21</sup> Principal Researcher, Lead Researcher, Senior Researcher, Research Associate, Junior Researcher.

Other members of the research team, if there is a valid employment contract with RUDN, conclude an additional employment contract in the format of an effective contract on a part-time (internal part-time) basis, if there is no valid employment contract with RUDN, conclude an employment contract in the format of an effective contract on a part-time (external part-time) or full-time (main place of work) basis.

8.4 The employment contract shall be concluded for the period:

- For A category Projects - until the end date of the Project implementation approved by the order on summarizing the results of the competition.
- For B category Projects - for up to 1 year with the possibility of concluding an employment contract for the next period no more than 1 year, approved by a decision to extend the implementation of the scientific projects.

8.5 If within 30 calendar days from the date of approval of the contest results the head of the supported project has not concluded an employment contract on his/her own initiative, RUDN according to the decision SC "Priority 2030" has the right to declare the project that took the next place in the rating after the winning project as the winner, or to initiate a new contest.

8.6 within 30 calendar days from the date of approval of the competition results a participant of the research team has not concluded an employment contract on his/her own initiative, the head initiates the procedure for making changes in the composition of the research team. In case of non-compliance with this condition, RUDN has the right to declare the winner the project that took the next place in the rating after the winning project, or to initiate a new competition.

8.7 Changes in the composition of the scientific team regarding the positions of researchers<sup>21</sup> are carried out in accordance with the current legislation<sup>1</sup> и local documents adopted at RUDN.

8.7.1 In order to include a researcher in the scientific team when applying for a part-time job for a period of no more than one year and/or to replace a temporarily absent researcher, who, in accordance with the law, retains his place of work, the head of the scientific team sends a memo to the head of the research division before this researcher goes to work. The memo must be accompanied by information about the newly included members of the research team in the questionnaire format (Appendix 3). The newly included member of the scientific team must meet the requirements established by Section 3 of this competition documentation, and in case of replacement, have comparable scientometric indicators and experience of scientific activity on the subject of the Project in relation to the excluded member of the team. The decision to change the composition of the scientific team is made by the STC.

8.7.2 In order to be included in the scientific team of a researcher when applying for a part-time job for a period of more than one year or for the main place of work, the Project manager initiates the procedure for announcing a competition for filling the positions of scientific workers in accordance with the current

legislation<sup>1</sup> и local documents adopted at RUDN<sup>22</sup>.

8.7.3 The replacement of the head may be carried out in exceptional cases by decision of the SC "Priority 2030" in accordance with the current legislation<sup>1</sup> и local documents adopted at RUDN.

8.8 RUDN is obligated to:

8.8.1 Provide workplaces, possibility to access the available experimental base of RUDN for realization of scientific research.

8.8.2 Provide funding for the scientific research in accordance with the procedure established by the University.

8.9 Non-compliance with the conditions of employment of the members of the scientific team (p. 8.5 - 8.7) is the basis for termination of the project implementation, the decision on the continuation of the project is submitted for consideration of the SC "Priority-2030".

### 9. Key performance indicators (KPIs) of the Project

9.1 KPIs of each project are set for each year of the project and are fixed in an annex to the labor contract.

9.2 Project KPIs are selected and set by the project manager independently in accordance with the scoring and rating system of indicators (hereinafter - SRS) (Table 1).

Table 1: Project KPI scoring and rating system

№	KPI	Distribution of points per unit	
		SNIP 95% / JIF	SJR
1.	WoS/Scopus Publications (Article/review)		
1.1	top 1% [1 article]	40 points	28 points
1.2	top 5% [1 article]	20 points	14 points
1.3	top 10% [1 article]	13.3 points	9.3 points
1.4	Q1/Q2 [1 article]	10 points	7 points
2.	Registration of RIA		
2.1	International patents	1 RIA = 40 points	
2.2	Patent for invention	1 RIA = 25 points	
2.3	Patent for utility model, industrial design	1 RIA = 10 points	
2.4	Computer program, database, topology of integrated circuits	1 RIA = 5 points	
3.	Approbation at the international STE		
3.1	with WoS / Scopus publication (Q1/Q2)	1 participation = 10 points	
3.2	with WoS / Scopus publication (Q3/Q4/b.c.)	1 participation = 3.3 points	
4.	Attracting external financing [thousand rubles]	300 thousand rubles = 10 points	

<sup>22</sup> Rector's Order № 412 of 04.05.2016. "On Approval of the Regulations on holding a competition for the positions of researchers of the Federal State Autonomous Educational Institution of Higher Education "Peoples' Friendship University of Russia""

9.3 Rules for independent selection (setting) of KPIs by the project manager.

9.3.1 Project KPIs are set so that the sum of the scores of the selected indicators is not less than the minimum score for each project phase (Tables 2.1, 2.2, row 7).

9.3.2 Depending on the direction of the project (fundamental / applied), the conditions of the competition determine the mandatory KPIs, the value of which should be set not less than the value specified in Tables 2.1, 2.2 columns 4, 5.

9.3.3 If in accordance with the direction of the project (fundamental/applied) a certain KPI is not mandatory (minimum value is not set), the manager may set the value independently. In this case, the obligation to fulfill this KPI, if the project is supported, is fixed by the order on approval of the projects-winners of the competition.

9.3.4 For correctness of scoring during the preliminary assessment of projects by the scientific department (clause 5.1) for each declared indicator the project manager gives an explanatory comment (tables 2.1, 2.2 column 6)<sup>23</sup>. In case of absence of commentary, the indicator rating will be calculated by the lowest value of points for the indicator unit.

9.3.5 Indication in the application of KPIs less than the minimum established values (**including the sum of points - Table 1, Table 2.1, 2.2, line 7**) leads to rejection of the project at the preliminary stage of consideration.

Table 2.1 Mandatory KPIs for application projects

№ n/a	KPI	Units of measurement	Stages of realization		Commentary for the manager
			1 year	Year 2	
1.	2.	3.	4.	5.	6.
<b>Scientific work</b>					
1.	<b>KPI-1</b> Publication of articles in WoS/Scopus journals	Article	undetermined <sup>24</sup>	undetermined	Planned journals, quartiles of editions, belonging to top 1,5,10% Q1
2.	<b>KPI-2</b> Attracting external financing	Thousand rubles	at least 1500 – for natural sciences and technical directions	at least 1500 – for natural sciences and technical directions	Planned sources

<sup>23</sup> For example: for publications of research results and approbations on STE the publication is indicated, to which quartile the publication belongs, whether it is included in the top 1-5-10%; for RIA the type of RIA planned for development and registration and commercialization plan are indicated, for attraction of external financing the planned sources are indicated, etc.

<sup>24</sup> Hereinafter it means that the minimum value of the indicator is not set by the competition requirements, but can be set by the manager independently to ensure that the sum of points of the application rating is set to the minimum set (Tables 2.1, 2.2 p.7).

			at least 700 – for social and humanitarian directions	at least 700 – for social and humanitarian directions	
3.	<b>KPI-3</b> Approbation of R&D results at international STEs	Participation with publication	at least 1	at least 1	Planned STEs, quartiles of publications with publication of results
4.	<b>KPI-4</b> Filing an application for RIA registration	Application for registration	at least 1	at least 1	Planned types of RIA
5.	<b>KPI-5</b> Registered RIAs	Registration of RIA	undetermined	at least 1	Planned types of RIA
6.	Preparing an application for participation in the next stage of the RUDN Scientific Projects Grant System (in case the competition is announced not later than 1 month before the end date of the project implementation)	application	-	U.1 / U.2 / U.3 / N.2	-
7.	<b>Minimum sum of points on SRS (Table 1)</b>				<b>The sum of the KPI scores selected according to Table 1 should be not less than specified</b>
	<b>A category Projects</b>	<b>points</b>	<b>155</b>	<b>155</b>	
	<b>B category Projects</b>	<b>points</b>	<b>125</b>	<b>125</b>	
<b>Personnel potential</b>					
8.	Composition of the scientific team	people	4 - 7		
9.	Researchers up to and including 39 years of age	%	50 (including 1 researcher from a third-party organization for the position of a researcher for at least a share of a rate 0.5)		
10.	Undergraduate and/or graduate students as part of a research team	%	30		

Table 2.2 Mandatory KPIs for projects fundamental directions

№ n/a	KPI	Units of measurement	Stages of realization		Commentary for the manager
			1 year	Year 2	
1.	2.	3.	4.	5.	6.



<b>Scientific work</b>					
1.	<b>KPI-1</b> Publication of articles in WoS/Scopus journals	article	at least 1	at least 1	Planned journals, quartiles of editions, belonging to top 1,5,10% Q1
2.	<b>KPI-2</b> Attracting external financing	Thousand rubles	at least 1500 – for natural sciences and technical directions  at least 700 – for social and humanitarian directions	at least 1500 – for natural sciences and technical directions  at least 700 – for social and humanitarian directions	Planned sources
3.	<b>KPI-3</b> Approbation of R&D results at international STEs	Participation with publication	at least 1	at least 1	Planned STEs, quartiles of publications with publication of results
4.	<b>KPI-4</b> Filing an application for RIA registration	Application for registration	undetermined	undetermined	Planned types of RIA
5.	<b>KPI-5</b> Registered RIAs	Registration of RIA	undetermined	undetermined	Planned types of RIA
6.	Preparing an application for participation in the next stage of the RUDN Scientific Projects Grant System (in case the competition is announced not later than 1 month before the end date of the project implementation)	application	-	U.1 / U.2 / U.3 / N.2	-
7.	<b>Minimum sum of points on SRS (Table 1)</b>				<b>The sum of the KPI scores selected according to Table 1 should be not less than specified</b>
	<b>A category Projects</b>	points	<b>165</b>	<b>165</b>	
	<b>B category Projects</b>	points	<b>135</b>	<b>135</b>	
<b>Personnel potential</b>					
8.	Composition of the scientific team	people	4 - 7		
9.	Researchers up to and including 39 years of age	%	50 (including 1 researcher from a third-party organization for the position of a researcher for at least a share of a rate 0.5)		

10.	Undergraduate and/or graduate students as part of a research team	%	30	
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#### 9.4 Rules for KPI fulfillment in project implementation.

9.4.1 Rules for accounting of publications of research results in WoS/Scopus journals (KPI-1).

9.4.1.1 Publication of the research results is carried out in journals and collections of articles indexed in the Web of Science Core Collection (WoS) and/or Scopus, included in the 1st and 2nd quartile<sup>25</sup>. Publications of article / review type are taken into account. For journals indexed in Scopus, the journal quartile is calculated by Source-Normalized Impact per Paper (SNIP) metric, SNIP value should have 95% reliability according to CWTS data (<https://journalindicators.com/>) or SCIMago Journal Rank (SJR) metric (<https://www.scimagojr.com/>). The recalculation of this metric for journals is done annually. For journals indexed in WoS, the journal quartile is calculated using the Journal Impact Factor (JIF) metric.

9.4.1.2 The publications should contain references to the RUDN University Scientific Projects Grant System (for foreign publications: "This publication has been supported by the RUDN University Scientific Projects Grant System, project № <number of R&D topic>", for publications in Russian: "Публикация выполнена в рамках проекта <номер темы НИР/НИОКР> Системы грантовой поддержки научных проектов РУДН"<sup>26</sup>.

9.4.1.3 To indicate the affiliation of RUDN publications, apply 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: 6 Miklukho-Maklaya Street, Moscow, 117198, Moscow and/or 6 Miklukho-Maklaya Street, Moscow, 117198, Russian Federation or 6 Miklukho-Maklaya St, Moscow, 117198, Russian Federation.

9.4.1.4 The author (co-author) of the publication must be a member of the scientific team included in the scientific team before the date of submission of the publication for publication.

#### 9.4.2 Rules for raising external financing (KPI-2).

9.4.2.1 Only the funds received within the framework of the project realization from external sources to the RUDN settlement account<sup>27</sup> can be considered as attraction of external financing of the project.

<sup>25</sup> The list of scientific journals for publishing the results of research carried out within the framework of RUDN Scientific Projects Grant System projects is available at <https://www.rudn.ru/science/library> in the "Regulatory base" section.

<sup>26</sup> Order №252 of 21.04.2022 " On approval of the time requirements for the accounting of articles published in scientific publications indexed in international scientific databases (information and analytical systems of scientific citation) Web of Science / Scopus, in assessing the effectiveness of scientific activities of teaching staff/ NPR RUDN. 2030"

<sup>27</sup> The monetary funds allocated by divisions following the results of intra-university redistribution of monetary funds received from external sources (state subsidy "Priority-2030", state assignments, etc.), as well as MTU funds aimed at the implementation of initiative R&D are not taken into account.

#### 9.4.2.2 External sources of funding include:

a) Grants from Russian and foreign scientific foundations for R&D, provided that the grant was received (an agreement with the foundation was concluded and the money was transferred to the RUDN account) after the date of summarizing the results of the Competition<sup>28</sup>. The head of the grant, indicated as attracting external funding for the project, must be a member of the scientific team, included in the scientific team before receiving this grant.

b) Contractual R&D performed within the framework of the Project implementation, provided that the contractual R&D should be concluded after the date of summarizing the results of the Competition<sup>28</sup>. The R&D contract must contain an indication of the Project<sup>29</sup>. The head of the contractual R&D indicated as attracting external funding for the Project must be a member of the scientific team, included in the scientific team prior to the conclusion of the contract.

c) Cash received as a result of commercialization of RIA created within the framework of the Project implementation.

#### 9.4.3 Creation and registration of RIA (KPI-4, 5).

9.4.3.1 In accordance with Article 1225 of the Civil Code of the Russian Federation, the list of RIAs accepted for consideration includes: inventions, utility models, industrial designs, computer programs, databases, integrated circuit topologies. The author of the intellectual property must be a member of the scientific team of the project who was included in the scientific team before the application for registration of the intellectual property was submitted. RUDN should be indicated as the right holder of the RIA upon the results of registration.

9.4.3.2 The documents on RIA registration (if technically possible) should contain a reference to the project support within the RUDN Scientific Projects Grant System by analogy with clause 9.4.1.2.

9.4.3.3 RIA registered in the course of the project implementation should be commercialized within 1 year from the date of registration. The total amount of commercialization of all registered RIAs<sup>30</sup> - not less than 10% of the project funding allocated for 1 year of project implementation.

#### 9.4.4 Approbation of R&D results at international STE (KPI-3)

9.4.4.1 Approbation of R&D results at international STE can be carried out on the territory of the Russian Federation and abroad. The key condition for participation in STE is the publication of the results of participation in a journal (conference proceedings) indexed in the WoS / Scopus database. A member of the

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<sup>28</sup> Funds received to the RUDN account as a result of renewal of grants and host contracts received earlier than the date of summarizing the results of the Competition are not taken into account.

<sup>29</sup> For example: For example: "The Customer instructs, and the Contractor undertakes obligations to perform research work in accordance with the requirements and conditions of this Agreement on the topic: "... (hereinafter referred to as "R&D"), **performed as additional financing for the project "name of the Project supported by the Competition"**, or another wording reflecting the connection contractual research with the project, agreed upon by the R&D customer and the relevant services of the RUDN.

<sup>30</sup> If 2 or more RIAs are registered as a result of the project implementation, the total volume of commercialization is taken into account.

scientific team, who was included in the scientific team before participation in the STE, should make a report at the STE.

9.4.4.2 In case of impossibility to participate in international STE in the process of project stage fulfillment, due to external circumstances beyond the control of the scientific team, participation in STE can be replaced by publication of research results (KPI-1) in accordance with the SRS.

9.4.4.3 The publication of the results of participation in the journal (Proceedings of the conference) should contain a reference to the RUDN Scientific Projects Grant System by analogy with p. 9.4.1.2.

9.4.5 Project staffing capacity.

9.4.5.1 The project leader is obliged to ensure compliance with the requirements for the composition of the research team in terms of the minimum number of researchers, researchers up to and including 39 years of age, undergraduate and postgraduate students<sup>31</sup>.

9.4.5.2 In case a member(s) of the research team during the project implementation reaches the age of 40 years, the head of the research team (project) decides to change the composition of the team in order to comply with the requirement for the share of researchers up to and including 39 years of age in the team.

9.4.5.3 For students and postgraduate students in case of change of status (graduation, expulsion), the head of the scientific team (project) decides to change the composition of the team in order to meet the requirement for the number of students and (or) postgraduates in the team (except for the case of continuing studies at the next level of higher education: enrollment in a master's / postgraduate program). In this case, a student / postgraduate student who has completed his/her studies (or expelled) may retain his/her place in the scientific team in the status of a researcher up to the age of 39 years inclusive.

9.5 Obligations to fulfill KPIs specified in the project are assumed by the MTU and/or RU, on the basis of which the project is implemented, over and above the plan established for the relevant MTU and/or RU by the University's Integrated Development Program.

9.6 If KPIs are not fulfilled<sup>32</sup> by the results of the project implementation, the decision on the continuation of the project implementation, as well as on the return of a part of the allocated funding from RUDN in proportion to the failure to fulfill KPIs from the funds of the MTU, on the basis of which the project is implemented, the project is submitted for consideration of the SC "Priority-2030".

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<sup>31</sup> When calculating the number of members of the team, rounding should be performed towards a larger integer. For example: if the total number of members of the research team is 5 people [the proportion of researchers under 39 years of age (70%) equals 3.5], in this case the number of researchers under 39 years of age should be at least 4 people. If the total number of members of the research team is 4 people [the share of undergraduate and/or postgraduate students (40%) equals 1.6], the number of undergraduate and/or postgraduate students should be at least 2 people.

<sup>32</sup> Order No. 535-PPC dd. 30.06.2021 "On the approval of criteria, if not fulfilled, the projects of the RUDN Grant Support System will not be extended to the next stage of implementation, as well as applications for new competitions of the RUDN Grant Support System will be accepted for consideration".

The amount of the refund in case of non-fulfillment of the KPI is calculated using the formula

$$S_r = (R_{u.i.} \times S_{sum.}) / \Sigma R,$$

where  $S_r$  – the amount of possible refund of the grant funds, in case of non-fulfillment of a specific indicator(s),  $R_{u.i.}$  – the rating of a specific indicator or the summary rating of several unperformed indicators in accordance with the SRS (table 1),  $S_{sum.}$  – the amount of funding allocated by the RUDN for the current stage of realization of the project (p.6.1) in terms of payroll (p.6.4),  $\Sigma R$  – the total rating of KPIs declared in the project.

9.6.1 In case the SC "Priority-2030" decides to extend the project to the next stage of the project with recorded non-fulfillment of KPIs, the unfulfilled KPIs of the project are carried forward to the next stage of implementation.

9.6.2 The decision to change the KPIs of the project during the project implementation period (change of planned values, replacement in accordance with the SRS, transfer of KPI values between implementation stages) shall be made on the basis of a memo from the project manager addressed to the First Vice-Rector - Vice-Rector for Research by the decision of the STC and/or SC "Priority 2030" and/or the First Vice-Rector - Vice-Rector for Research.

9.7 In case of early termination of the project stage, unfulfilled KPIs of the project shall be included in the MTU and/or RU plan established by the University Comprehensive Development Program, on the basis of which the project is implemented.

## **10. Final Provisions**

10.1 Amendments and additions to the competition documentation are accepted by the decision of RUDN STC or SC "Priority 2030" and approved by the order of the Rector or the First Vice-Rector - Vice-Rector for Research.

If clarifications are required, the interested party may send a request to the e-mail address **melnikov-ayu@rudn.ru** with the subject line "Request for clarification of the competition D.2-2025" or by phone: +7 (495) 433-14-01, ext. 43-15 on working days from 10:00 to 18:00. The request for clarification should specify the issue and reference to the paragraph of the competition documentation for which clarification is required.