**Form 1: General information about the research project**[[1]](#footnote-1)

|  |  |
| --- | --- |
| 1. **General information on the project** | |
| 1.1 Project Title | |
| *Text* ***[[2]](#footnote-2)*** | |
| 1.2 Keywords | |
| *Text* | |
| 1.3 Area of science and research focus | |
| * OCED (<http://oecd.org/science/inno/38235147.pdf>): *specify* * SNTR priority area: *specify* * GRNTI (<https://grnti.ru/>): *specify* | |
| 1.4 Research direction | |
| Applied / fundamental (*specify appropriate*) | |
| 1.5 Category of the Project (in accordance with p.1.8 of competition documentation) | |
| A / B (*specify appropriate*) | |
| 1. **Project abstract (not more than 500 characters)** | |
| *A brief description of the goals and objectives of the project, relevance, scientific novelty, planned to achieve scientific results* | |
| Name of the proposed host main training (MTU) or research (RU) unit of RUDN (if applicable) | |
| *Specified if known at the time of application submission* | |
| «\_\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_2025 | Project Manager  Full name, signature |
| To be completed by the head of the hosting academic/research department (if applicable):   * I have been informed about the scientific project submitted for the competition; * In case the project is supported following the results of the competition, I **agree / do not agree** to host the project at the base of   *<*name of the academic/research department*>.*  «\_\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_2025 | Head of the Academic/Research Department  Full name, signature |

**Appendices**[[3]](#footnote-3)

Form 3: Planned key performance indicators of the project.

Form 4: Draft cost estimate of the main grant funds.

Form 5. Letter of Guarantee on Co-Financing (if applicable).

Consents to the processing of personal data [[4]](#footnote-4)

**Form 2: Content of the research project**[[5]](#footnote-5)

|  |  |
| --- | --- |
| 1. **General information on the project** | |
| 1.1 Project Title | |
| *Text* | |
| 1.2 Keywords | |
| *Text* | |
| 1.3 Area of science and research focus | |
| * OCED (<http://oecd.org/science/inno/38235147.pdf> ): *specify* * SNTR priority area: *specify* * GRNTI (<https://grnti.ru/>): *specify* | |
| 1.4 Research direction | |
| Applied / fundamental (*specify appropriate*) | |
| 1.5 Category of the Project (in accordance with p.1.8 of competition documentation) | |
| A / B (*specify appropriate*) | |
| **2. Project description** | |
| * 1. Purpose of the project | |
| *Text (max. 500 characters)* | |
| 2.2 Project objectives | |
| *Text (max. 500 characters)* | |
| 2.3 Description of the proposed scientific research / development | |
| *Text not more than 10000 symbols, with pictures. Describes the relevance of the planned scientific research, its adequacy to the current state of world science, the possibility of obtaining new scientific results, theoretical and practical significance.* | |
| 2.4. Description of scientific approaches and methods used to solve the set tasks | |
| *Text (not more than 5000 symbols)* | |
| 2.5. *Description of the project’s scientific background and related scientific results* | |
| *Text no more than 5000 characters, including literature sources* | |
| 2.6. Expected results of the scientific study | |
| *Text no more than 5000 characters*  *The planned specific scientific results of the project (new scientific knowledge, products, technologies, etc.) must be presented, broken down by project implementation stages. A description of the plan for achieving the project's key performance indicators (KPIs) for each year of implementation must be provided (Form 3 is attached to the justification).* | |
| 2.7 Scope and Content of Project Activities. Justification of the Requested Funding and Project Expenses. | |
| *Text no more than 5000 characters.*  *The section should include a description of the work plan for each year of the project implementation. A justification of the required expenses for each year should also be provided (Form 4, which includes a detailed breakdown of expenses for the first year of the project, is attached as an annex to the justification).* | |
| 2.8. Состав и квалификация научного коллектива Проекта (в соответствии с п.3 конкурсной документации) | |
| *For each member of the scientific team (as a researcher) specify:*  *Full name;*  *Current place of employment and position;*  *Education and specialty, academic degree, academic title;*  *Status in the project’s scientific team (project leader, responsible executor, staff member);*  *Planned position in the project’s scientific team (junior research associate, research associate, senior research associate, leading research associate, principal research associate, laboratory assistant, engineer) with indication of the planned employment rate and type of employment (primary place of work, internal/external part-time, combined positions);*  *Professional level (experience with scientific publications on the project topic, patent registrations, authorship certificates, experience in managing and participating in R&D activities, etc.).*  *For undergraduate and postgraduate students in the team, if their names are not known at the time of application submission, indicate the planned number in accordance with p.3.2.3 of the CD.* | |
| 2.9 Name of the proposed host main training (MTU) or research (RU) unit of RUDN (if any) | |
| *Specified if known at the time of application submission* | |
| 2.10. Full name of the head of the proposed host main training (MTU) or research (RU) unit of RUDN (if any) | |
| *Specified if known at the time of application submission* | |
| 2.11. Equipment/consumables, etc. required for project implementation. | |
| *A list is provided indicating the approximate cost and the procurement plan specifying during which project phase the equipment acquisition is planned.* | |
| «\_\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_2025 | Project Manager  Full name, signature |
| To be completed by the head of the hosting academic/research department (if applicable):   * I have been informed about the scientific project submitted for the competition; * In case the project is supported following the results of the competition, I **agree / do not agree** to host the project at the base of   *<*name of the academic/research department*>.*  «\_\_\_\_»\_\_\_\_\_\_\_\_\_\_\_\_2025 | Head of the Academic/Research Department  Full name, signature |

**Appendices**[[6]](#footnote-6)

Form 3: Planned key performance indicators of the project.

Form 4: Draft cost estimate of the main grant funds.

Form 5. Letter of Guarantee on Co-Financing (if applicable).

Consents to the processing of personal data [[7]](#footnote-7)

**Form 3: Planned key performance indicators of the project**[[8]](#footnote-8)

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **№ n/a** | **KPI** | **Units of measurement** | **Stages of realization** | | | **Manager's comment** |
| **Year 1** | **Year 2** | **Year 3**  **(Category A projects)** |
| **Scientific work** | | | | | | |
| 1. | **KPI-1** Publication of articles in WoS/Scopus journals | article |  |  |  |  |
| 2. | **KPI-2** Attracting external financing | Thousand rubles |  |  |  |  |
| 3. | **KPI-3** Approbation of R&D results at international STEs | Participation with publication |  |  |  |  |
| 4. | **KPI-4** Filing an application for RIA registration | Application for registration |  |  |  |  |
| 5. | **KPI-5** Registered RIAs | Registration 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 | - |  |  | - |
| **Personnel potential** | | | | | | |
| 8. | Composition of the scientific team | people |  |  |  |  |
| 9. | Researchers up to and including 39 years of age | people |  |  |  |  |
| 10. | Undergraduate and/or graduate students as part of a research team | people |  |  |  |  |

|  |
| --- |
| **Project Manager** |
| Full name  Date  Signature |

**Form 4: Draft Estimates of Expenditures of Core Grant Funds** [[9]](#footnote-9)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **№ n/a** | **Object of expenditure** | **Year 1** | **Year 2** | **Year 3** | **Total** |
| **Thousand rubles** | | | |
| 1. | Labor remuneration fund (Total) **[[10]](#footnote-10)** |  |  |  |  |
| 2. | Equipment (acquisition / modernization) |  |  |  |  |
| 3. | Consumables and accessories |  |  |  |  |
| 4. | Business trips |  |  |  |  |
| 5. | Scientific and technical services / works of third-party organizations |  |  |  |  |
| 6. | Other costs directly related to the project in progress |  |  |  |  |
| **7.** | **Bottom line:** |  |  |  |  |

**Detailed breakdown of the planned labor costs for members of the research team for the 1st stage (year) of the project implementation:**

|  |  |  |
| --- | --- | --- |
| №  n/a | Full name, position in the scientific team, share of the bet | Annual Payroll Fund (thousand rubles) |
| 1. |  |  |
| 2. |  |  |
| … |  |  |
| **Total for the stage** | |  |

**Detailed breakdown of the planned expenses for the purchase (modernization) of equipment, materials, components, payment for scientific and technical services/works of third-party organizations, and other expenses directly related to the project for the 1st stage (year) of project implementation:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| №  n/a | Name | Quantity | Price per unit.  (thousand rubles) | Amount  (thousand rubles) |
| 1. Procurement (modernization) of equipment, materials, components | | | | |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| … |  |  |  |  |
| **Total** | |  |  |  |
| 1. Travel of members of the scientific team | | | | |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| … |  |  |  |  |
| **Total** | |  |  |  |
| 1. Payment for scientific and technical services / third-party works and other expenses | | | | |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| … |  |  |  |  |
| **Total** | |  |  |  |
| 1. Other expenses directly related to the project implementation | | | | |
| 1. |  |  |  |  |
| 2. |  |  |  |  |
| … |  |  |  |  |
| **Total** | |  |  |  |
| 1. The amount and justification of the remaining funds from the amount stipulated in clause 6.4 of the tender documentation (if any) | | | | |
|  | | | | |
| **Project Manager** | | | | |
| Full name  Date  Signature | | | | |

**Form 5**

On the letterhead of the organization [[11]](#footnote-11)

Rector of RUDN University

Mr. Oleg A. Yastrebov

LETTER OF GUARANTEE

Dear Mr. Yastrebov!

We hereby confirm that \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*(name of the organization)*

* expresses its interest in the results of the project \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ under the leadership of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

(project title as indicated in the application) *(full name of the Project Leader)*

submitted for the competition for R&D by research teams led by leading scientists (D.2-2026) within the RUDN Scientific Projects Grant System;

* in case this project is selected as a winner of the competition, the organization confirms its readiness to provide co-financing in the following amounts:

1st stage \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RUB;

2nd stage \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RUB;

3rd stage \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ RUB (*if applicable).*

Information about the organization:

TIN (Taxpayer Identification Number):

PSRN (Primary State Registration Number):

TRRC (Tax Registration Reason Code):

Legal and mailing address:

Phone number:

Type of activity according to OKVED (Russian Classification of Economic Activities):

Head of the Organization

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

(position) (initials and last name)

Chief Accountant of the Organization

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

(position) (initials and last name)

Seal

1. **An original hard copy signed by the project manager is provided** [↑](#footnote-ref-1)
2. In these cells, the project manager indicates the relevant information about the project [↑](#footnote-ref-2)
3. Original documents signed by the appropriate officials/individuals shall be provided. [↑](#footnote-ref-3)
4. Only for project team members who are not employed at RUDN on the date of application (list). [↑](#footnote-ref-4)
5. **Предоставляется в электронном виде в формате PDF.** [↑](#footnote-ref-5)
6. Scanned original documents signed by the concerned officials/individuals are attached. [↑](#footnote-ref-6)
7. Only for project team members who are not employed at RUDN on the date of application (list). [↑](#footnote-ref-7)
8. An original hard copy signed by the project manager is provided.

   Indication of KPI values less than the minimum established (including the sum of points) leads to rejection of the application at the stage of preliminary review (see clause 9.3 of the CD). [↑](#footnote-ref-8)
9. An original hard copy with the signature of the Project Leader is provided [↑](#footnote-ref-9)
10. Including guarantees established by the legislation of the Russian Federation, deductions for insurance contributions for mandatory pension insurance, mandatory medical insurance, mandatory social insurance in case of temporary disability and in connection with maternity, mandatory social insurance against accidents at work and occupational diseases. The average salary of research staff - not less than 200% of the average salary in the city of Moscow [↑](#footnote-ref-10)
11. The original hard copy must be submitted, signed by the head of the organization (or an authorized representative with supporting documentation confirming their authority), and stamped with the organization’s seal. [↑](#footnote-ref-11)