



TÜBİTAK-RFBR
JOINT PROJECT PROPOSAL CALL TEXT

2019

SECTION 1

Acronyms

- **R&D:** Research and Development
- **PI:** Principal Investigator
- **IP:** Intellectual Property
- **RT:** Research Team
- **PIP:** Project Incentive Premium

SECTION 2

Definitions

Intellectual Property (IP): All intellectual property rights, of any kind or nature throughout the world, whether existing now or in the future, including without limitation rights with respect to (i) inventions (whether or not patentable and whether or not reduced to practice), designs, patents and patent applications; (ii) trademarks and service marks together with all goodwill associated therewith and worldwide registrations, applications and renewals related thereto; (iii) copyrights, copyrightable works (in whatever form or medium), and all registrations, applications and renewals for any of the foregoing; (iv) trade secrets, data, database rights, and confidential information; and (v) all claims, causes of action and remedies of any kind related to the foregoing.

Principal Investigator (PI): The person designated on the research proposal as a principal individual involved in the scientific development and in the execution of a project.

Researcher: The person that carries out scientific research as being a part of the project research team.

Consultant: An experienced individual that is trained to advise the research team in order to help making the best possible choices during execution of the research project. Consultants are generally considered as service providers and offer only advice or propose solutions to problems, but they do not act as principal investigator such as designing, conducting, or reporting on research. A consultant cannot have any claim on intellectual property related to the project. A consultant requires little or no guidance in providing input.

Project Incentive Premium (PIP): Payments made by TÜBİTAK to principal investigators, researchers and consultants of the accepted projects on the basis of given amount as determined by the project contract. These payments can be made only to the permanent staff of public institutions.

Research Team (RT): Composed of project members of each country's project.

Work Package: A major subdivision of work within the research project as a whole. The work package may be composed of one of several tasks (for example, project coordination,

literature survey, experimental phase, data acquisition phase, data treatment of modeling phase, implementation phase, dissemination of results, and so on).

Service: Service is a cost category. A service provider is not involved in the design, conduct or reporting of research; a service provider assists the research team for a fee in providing services needed to carry out the research. Services may be purchased by either the awarded or the collaborative institution, and are auxiliary to the main object of the research project. Services usually cover specialized jobs that cannot be carried out by the research team or are employed because it is more efficient to use the services of a specialized organization (e.g. routine analysis, consultancy, communication/outreaching activities, data purchasing and management, statistical analysis, evaluation, auditing etc.). The purchased services shall be provided by third parties contracted by the awardee or collaborative institutions and have no rights or obligations vis-à-vis TUBITAK and RFBR.

SECTION 3

Call Snapshot

Call opens	15 th May 2019
Final date for online proposal submission	For TUBITAK: 31 st of July 2019, 17:30 (Turkish local time) For RFBR: 31 st of July 2019, 23:59 (Moscow time)
Submission deadline	For TUBITAK: 5 th of August 2019, 17:30 (deadline for electronic signature –Electronic signature is mandatory for each project team member except for students and advisers from abroad)) For RFBR: 31 of July 2019 (deadline for electronic signature) The Turkish and Russian partners shall form a project consortium and prepare a joint scientific project. Teams from each country should designate a national <i>principal investigator</i> (PI). Projects should be submitted in parallel to respective funding agencies by each PI. There is no late submission deadline for Turkish team. Project coordinators must complete all e-signatures requested in the application form and the other forms generated by the online application system (http://uidb-pbs.tubitak.gov.tr) for TÜBİTAK until August 5, 2019 . There is also no late submission deadline for Russian team. Project coordinators must complete all e-signatures requested in the application form and the other forms generated by the online application system (https://kias.rfbr.ru/) for RFBR until July 31, 2019

Announcement of results	December 2019	
Anticipated start date of projects	January 2020	
Thematic Fields	<ul style="list-style-type: none"> • Mathematics, Mechanics; • Physics (including but not limited to Aerospace and Energy) and Astronomy; • Chemistry and Materials Sciences; • Biology; • Earth Sciences; • Information Communication Technologies and Computing Systems; • Fundamentals of Engineering Sciences; • Fundamentals of Medical Sciences; • Fundamentals of Agricultural Sciences; • History, Archaeology, Anthropology and Ethnology; • Economics; • Philosophy, Political Science, Sociology, Law, History of Science and Technology, Philosophy of Science; • Literature and Linguistics, Study of art; • Psychology, Fundamental Problems in Education, Social Problems of Public Health and Human Ecology; • Global Studies and International Relations. <p>Basic and Applied Research project proposals will be supported by TUBITAK within the Call.</p>	
Eligible applicant	<p>For the Turkish Team</p> <p>The Principal Investigator (PI), must hold a PhD degree if he/she is from the academy. If the PI is from the public sector, he/she must have a BA/BSc Degree.</p>	<p>For the Russian Team</p> <p>The Principal Investigator (PI), must not be administratively subordinate to the team members. The Principal Investigator (PI), must not be the person who is the head of the Organization providing the conditions for the project implementation.</p>

Award parameters	TUBITAK funds up to 720.000 Turkish Liras (excl. overhead and Project Incentive Premium (PIP) approximately) per project.	Russian researchers will be funded up to 6M RUR under RFBR International Cooperation Program.
How to apply	For the Turkish Team Proposal submission is made through the TÜBİTAK's system (http://uidb-pbs.tubitak.gov.tr).	For the Russian Team Proposal submission is made through the RFBR's system (https://kias.rfbr.ru/) until 31 of July 2019, 23:59 Moscow time).
Program Contact	TUBITAK Ragıp BAYRAMBEYLI Scientific Programs Coordinator International Cooperation Department-Bilateral and Multilateral Relations Division TUBITAK Tunus Cad. No: 80 Kavaklıdere 06100, ANKARA, TURKEY T +90 312 298 1792 uidb@tubitak.gov.tr <i>For questions regarding to the application procedure:</i> Ebru İMAMOĞLU Scientific Programs Senior Expert Academic Research Funding Program Directorate TUBITAK Tunus Cad. No: 80 Kavaklıdere 06100, ANKARA, TURKEY T +90 312 298 1804 www.tubitak.gov.tr ebru.imamoglu@tubitak.gov.tr	RFBR International Department, Division of International Bilateral Cooperation RFBR Leninsky prospect, 32A, 119334, MOSCOW, RUSSIAN FEDERATION Tel: +7(499) 941-01-15 Fax: +7(495) 938-19-31 https://www.rfbr.ru

Reference Documents	For the Turkish Team	For the Russian Team
	<p>http://www.tubitak.gov.tr/sites/default/files/256_sayili_bk_islenmis_hali-1071-1_0.pdf</p> <p>http://www.tubitak.gov.tr/sites/default/files/263_sayili_bk_islenmis_hali.pdf</p> <p>http://www.tubitak.gov.tr/sites/default/files/yonetmelik_iii_2_0.pdf</p> <p>http://www.tubitak.gov.tr/sites/default/files/genel_butce_kapsamindaki_kamu_idareleri_ile_ozel_butceli_idarelere_proje_karsiligi_akt_arilacak_tutarlar.pdf</p> <p>http://www.tubitak.gov.tr/sites/default/files/tubitak_tarafindan_ozel_kuruluslar_ve_vakif_universitelerine_proje_karsiligi_yeni.pdf</p> <p>https://www.tubitak.gov.tr/sites/default/files/281/ekbn_2018.pdf</p> <p>http://tubitak.gov.tr/sites/default/files/yasal_izin_bilgi_notu_16_05_2016.pdf</p> <p>https://www.tubitak.gov.tr/tubitak_content_files/mevzuat/esaslar/ESASLAR_XI_3.pdf</p>	<p>https://www.rfbr.ru/rffi/ru/content/n_812/o_2086851</p>

SECTION 4

Background

Based on the Memorandum of Understanding between The Scientific and Technological Research Council of Turkey (TÜBİTAK) and the Russian Foundation of Basic Research

(RFBR) re-signed in 2018, this call is launched to enhance the cooperative activities in the field of research between two countries. The main objective of this call is to support research projects to promote the integrated joint research between two countries through the synergy between both countries' teams.

As a part of this agreement, each country's agencies evaluate the proposals of their respective national teams on projects selected according to their own priorities.

The purpose of a partnership between TÜBİTAK and RFBR is to support projects for which there is genuine Turkish-Russian collaboration. Partners will ensure that each country provides equitable contributions and scientific inputs; therefore, we would like to invite Turkish and Russian universities, research centers and public institutes to submit joint proposals for scientific and technological research and development projects.

SECTION 5

Thematic Fields

Successful projects prepared in the fields below will be supported within the scope of the program. Proposals submitted in other fields will not be accepted.

- Mathematics, Mechanics;
- Physics (including but not limited to Aerospace and Energy) and Astronomy;
- Chemistry and Materials Sciences;
- Biology;
- Earth Sciences;
- Information Communication Technologies and Computing Systems;
- Fundamentals of Engineering Sciences;
- Fundamentals of Medical Sciences;
- Fundamentals of Agricultural Sciences;
- History, Archaeology, Anthropology and Ethnology;
- Economics;
- Philosophy, Political Science, Sociology, Law, History of Science and Technology, Philosophy of Science;
- Literature and Linguistics, Study of art;
- Psychology, Fundamental Problems in Education, Social Problems of Public Health and Human Ecology;

- Global Studies and International Relations.

SECTION 6

Scope of the Call

Funding Available

As a rule, Turkish team, either from academy or public sector and is eligible for funding can receive up to 720.000 Turkish Liras (excl. overhead and Project Incentive Premium (PIP) approximately) per proposal in total.

The Russian team either from academy, or public sector, which is eligible for funding can receive up to 6M Russian Rubles (RuR) of funding per proposal in total.

The size of the grant may vary depending of the needs of each project and must be fully justified.

TÜBİTAK-funded costs of each grant will be issued and managed by TÜBİTAK in accordance with the rules of TÜBİTAK 1071 Program. Similarly, RFBR-funded costs of each grant will be issued and managed by RFBR according to its funding guidelines and procedures.

Applicants need to ensure that supported elements of the proposal abide by all regulations for both funding agencies.

Duration of the projects

The duration of the projects can be maximum 3 years (36 months).

Duration of scientific visits

For each project, the total duration of scientific visits to one side to another (from Russian Federation to Turkey or from Turkey to Russian Federation) must not exceed 60 days per year.

SECTION 7

Eligibility of Proposal

Proposals may be submitted by public legal RTD (Research and Technology Development) entities, higher education institutions, non-university research establishments from public sector.

Institutions from private sector not explicitly mentioned as recipients might be included in consortia as a partner if they provide their own funding (non-eligible organizations might join at their own costs). A Letter of Commitment has to be submitted in these cases.

The proposal must be within one of the thematic fields described in Section 5.

The Turkish and Russian partners shall form a project consortium and prepare a joint scientific project.

Eligibility for the Turkish Team

Turkish team will receive funding through TUBITAK 1071 Program. All Turkish researchers who apply for this Program should be registered to TUBITAK ARBIS (Researcher Information system) through the following link: <https://arbis.tubitak.gov.tr>

Rector, Vice Rector, Chief Physician, Deputy Chief Physician, Hospital Manager, General Manager, Assistant General Manager; if their duties continue during the application, they cannot be Principal Investigator of the project. Member of the Group Executive Committee and the Advisory Board, who is in charge of this position at TÜBİTAK, cannot serve as Principal Investigator or advisor if his duties continue during application.

Eligibility to Become Principal Investigator, Researcher (except researchers abroad) and Advisors:

In case of their being university staff, they must hold a PhD degree (Proficiency in art/specialty in medicine. This rule covers employees of the training and research hospitals).

In case of their being employed at public sector, they must at least have a BA/BSc Degree.

The PI must be employed as the permanent staff of the project proposing institution.

PI and researchers (except researchers abroad) must reside within the borders of Turkish Republic. A foreign national can take place in the project providing that he is employed at an institution within the borders of Turkish Republic.

Researchers and Advisors:

In case their contribution rate is below 10%, one cannot be assigned to the project as the researcher of this project.

In order to assign an advisor to a project, the project should have specific topics or topics that require special expertise and this should be justified in the project proposal. The number of advisors who will be employed in a project is limited to the number of topics required for that particular project.

Scholarship Students:

"Students" who are studying their undergraduate and postgraduate education in higher education institutions in Turkey or "Research Assistants" (RA) in student status and postdoctoral researchers can take place in the project team as scholars.

Undergraduate student scholars should continue to 3rd or above grade in their undergraduate education in a university located in Turkey; should not working at any institution with salary and should have at least 65/100 or 2,5/4 average score for undergraduate years-except for preparatory class.

It is expected that the scholars' field of study is related to the subject of the project.

Additional scholarships may be paid for post-graduate and post-doctoral scholars who receive full scholarships from BIDEB.

The sum of the additional scholarship payments to be made from BIDEB scholarship and the project cannot exceed the determined monthly scholarship limits.

Participants who receive partial scholarships from BIDEB will not be awarded a scholarship from the project budget.

Those who receive scholarships from any project supported by TUBITAK cannot serve as scholars in a second publicly funded ongoing project.

Post-Doctoral Fellowship Requirements:

With a PhD degree and not being affiliated to an institution,

Not having a title of Assoc. Prof. or over it,

The period between the date of receipt of the degree of PhD / specialization in medicine and the deadline for the application of the relevant program must not be more than 7 years.

Upper Limits for Scholarships

Type of Scholarship	Students not working in any organization	Students working in any organization (*)
Undergraduate Student	750.-TL/month	-----
Master Student	3.000.-TL/month (In case having BIDEB scholarship, 500-TL is paid additionally)	550.-TL/month
PhD Student	3.500.-TL/month (In case having BIDEB scholarship 1.000 TL is paid additionally)	650.-TL/month
Post doctorate student	4.500.-TL/month	-----

	(In case having BİDEB scholarship, 1.500- TL is paid additionally)	
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(*) If the social security support contribution is paid within scholarship period.

Eligibility for the Russian Team

Please contact RFBR.

SECTION 8

Timeline for submission process

The following table shows important dates for the call.

Timeline for TUBITAK-RFBR Call for Proposals

ACTIONS	DATE
Publication of the joint call for proposals	May 15, 2019
Deadline for applications	July 31, 2019
Eligibility pre-checks	September 30, 2019
Sharing & discussion of internal evaluation outputs	November 22-29, 2019
Final announcement of results for funding	December 4-6, 2019
Beginning of the projects	January 2020

SECTION 9

Budget

Grant and Effort Allocation for the Turkish Team

Budget items to be funded by TÜBİTAK are as follows:

- Personnel Expenses
- Scholarship Student Expenses
- Consumable Expenses

- Travel Expenses
- Service Procurement Expenses
- Tools and Equipment Expenses
- Indirect cost (overhead).

A balanced distribution between the project budget items is required.

The total budget excluding overhead and PIP cannot exceed 720.000 TL.

Grant and Effort Allocation for the Russian Team

Please contact RFBR.

SECTION 10

Online Submission Procedures

For the Turkish Team, Turkish PI will prepare their joint application and submit it via TÜBİTAK's online system at: uidb-pbs.tubitak.gov.tr until **July 31, 2019** and e-signatures must be completed until **August 5, 2019** via the online system. Applications completed only with e-signature will be accepted. Signed print-out documents will not be accepted.

Prior to submission, Turkish team needs to be registered with TÜBİTAK's on:
<https://arbis.tubitak.gov.tr/>

For the Russian Team, Russian PI will prepare their joint application and submit it via RFBR's online system at: <https://kias.rfbr.ru/> until **July 31, 2019** and e-signatures should be completed until the same date via the online system.

To complete the application process TUBITAK and RFBR might need supporting documents.

The supporting documents for the Turkish applicants are listed below:

For the Academy Participants:

- Ethics Committee, Legal / Special Permission Documents
- Acceptance and commitment statements
- Certificate of Approval for Foreign Residents, if any, PIP paid in Turkey
- Approval of TÜBİTAK 's President (If there is any staff in the project that is affiliated with TÜBİTAK Research Institutes).

For the Turkish team, the Turkish applicants -as having finalized the online application- are expected to upload documents need to be e-signed by relevant sides and supporting

documents by **July 31, 2019**. Applicants who do not provide the required documents will be rejected and could not apply to this call in the same call period.

The supporting documents for the Russian applicants:

Please contact RFBR.

SECTION 11

Proposal Screening

All submitted proposals are subject to screening by TÜBİTAK and RFBR according to the national regulations.

SECTION 12

Proposal Evaluation

Proposal Review and Ranking

The proposal is reviewed either by external reviewers or by an expert panel.

Evaluation Criteria

The proposals will be reviewed according to the certain set of evaluation criteria with specified weights below.

	Basic Research	Applied Research
S/T Excellence	40%	30%
Methodology	20%	20%
Project Management	10%	10%
International Collaboration	10%	10%
Impact	20%	30%

SECTION 13

Pre-Award

Awarded proposals will go through a pre-award stage, which starts after the announcement of results, and continues for approximately eight weeks. During pre-award period, the awarded institution will be notified about the requirements (possible budget reduction, budget details, timeline changes, etc.).

During the pre-award phase, the PI needs to provide requested information related to the data management plan.

For Russian team, please contact RFBR.

SECTION 14

Post-Award

For the Turkish team,

- The Principal Investigator of each project has to prepare an annual financial and scientific/technical progress report to be submitted TUBITAK.

For the Russian team,

- The Principal Investigator of each project has to prepare an annual financial and scientific/technical progress report to be submitted RFBR. Payments will be allocated following the approval of the progress reports.

SECTION 15

Research Ethics and Regulatory Requirements

For the Turkish team, please refer to the Ethics Committee Approval Document and Official Permission Document:

https://www.tubitak.gov.tr/sites/default/files/281/ekbn_2018.pdf

http://tubitak.gov.tr/sites/default/files/yasal_izin_bilgi_notu_16_05_2016.pdf

The proposed research must meet all the requirements of applicable Ministry of Public Health (MOPH) policies for the protection of human subjects from research risks, and data and safety monitoring (when applicable).

For the Russian team, please contact RFBR.

SECTION 16

Intellectual Property Policy

TÜBİTAK will follow the Intellectual Property (IP) policy with reference to the document available at:

http://www.tubitak.gov.tr/tubitak_content_files//mevzuat/esaslar/ESASLAR_XI_3.pdf

SECTION 17

NES (Qualified Electronic Signature)

In Turkey, in order to obtain NES (Qualified Electronic Signature), it is important to timely make applications to Electronic Certificate Service Providers authorized by the Turkish Information and Communication Technologies Authority and the implementation of this process is the responsibility of the project executives.

Applications can be carried out either individual or institutional. As an exception to this, NES applications to be made to the Public Certification Center as required by the Circular of the Prime Ministry can only be done by public institutions.

For more information about the e-signature application process, please click [here](#). For your questions and suggestions please send an e-mail to ardeb.e-imza@tubitak.gov.tr.

SECTION 18

Other Important Notes

- If the amount of support requested for the field works to be carried out within the scope of the project exceeds 10,000 TL, it is required to submit The Land Plan.
- The expenses for consultancy and service from national and international project partners are not be funded.
- The start date of the national project could be the earliest possible start day of the whole international project.
- Proposed pro- forma invoices for machine-equipment, consultancy and service procurement expenses should be certainly provided in the application. A list of the consumables, which allows assessing the necessity for the project, should be given in details (There is no need for consumable's pro- forma invoice).
- The project should not include the field work abroad.
- Projects involving routine activities without R & D, investment-oriented projects for production or production infrastructure will be not funded.
- It would be expected that literature abstract will not be given as half- baked list in the project applications; the literature should be discussed with reference and the references given in the literature should be linked/ relevant with the text.
- In this call it is allowed to apply for more than one time as a principal investigator.
- It is suggested to have academia-academia collaboration on the project proposals.