# **Annex 1**

**Terms of Reference of the Call for LEPL Shota Rustaveli National Science Foundation of Georgia (SRNSFG) Award for Outstanding Young Scientists and Groups of Scientists**

**Article 1. General Provisions**

1. LEPL – Shota Rustaveli National Science Foundaiton of Georgia (hereinafter referred as SRNFG) announces Award (hereinafter referred as award) for outstanding achievements and contribution to the Science, Technology, Innovation (STI) system.
2. The call “Award for Outstanding Young Scientists and Groups of Scientists initiated by SRNSFG” (hereinafter call) announced by SRNSFG aims to encourage Georgian and International Scientists involvement in STI system development, also to apprise an exceptional contribution, to promote research in the field of Georgian studies.
3. The award for the outstanding achievements and contribution to the STI system is granted only once, by the means of the call.
4. Only one Excellence Award and financial prize will be considered for every category
5. Applicants in the fields of:

* Exact and Natural Sciences;
* Life Sciences;
* Health Sciences;
* Agrarian Sciences;
* Technology and Engineering must have at least one publication in journal with impact factor. Additionally, applicants in the field of Humanities must have publications in peer-reviewed scientific journals indexed in international scientific databases.

1. Documents submitted for the nomination must include Recommendation Letter[[1]](#footnote-1) or recommender’s contact information (Name, Surname, Telephone, E-mail) who is familiar with Young Scientist and Group of Scientists research work nominated for the prize. The number of the recommenders/Reference Letters should not exceed 2.

**Article 2. Award categories as part of the call**

In the frame of the 2018 Call, award will be granted in the following categories:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| № | Nomination | Field | Award  (Gel) | Citizenship |
| 1 | The best foreign scientist of the year in the field of Georgian Studies | Georgian Studies | 5000 | Foreign citizen |
| 2 | The best young scientist of the year in the field of Georgian Studies | Georgian Studies | 3500 | Georgian citizen |
| 3 | The best young scientist of the year in the field of Exact and Natural Sciences | Exact and Natural Sciences | 3500 | Georgian citizen |
| 4 | The best Group of Scientists of the year in the field of Exact and Natural Sciences | Exact and Natural Sciences | 8000 | Scientific supervisor/Principal Investigator- citizen of Georgia, group member can be a foreign citizen |
| 5 | The best young scientist of the year in the field of Agrarian, Health and Life Sciences | Agrarian, Health and Life Sciences | 3500 | Georgian citizen |
| 6 | The best Group of Scientists of the year in the field of Agrarian, Health and Life Sciences | Agrarian, Health and Life Sciences | 8000 | Scientific supervisor /Principal Investigator PI - citizen of Georgia, group member can be a foreigner |
| 7 | The best young scientist of the year in the field of Technology and Engineering Sciences | Technology and Engineering Sciences | 3500 | Georgian |
| 8 | The best group of scientists of the year in the field of Technology and Engineering Sciences | Technology and Engineering Sciences | 8000 | Scientific supervisor/Principal Investigator PI - citizen of Georgia, group member can be foreigner |
| 9 | The best young scientist of the year in the field of Humanities and Social Sciences | Humanities and Social Sciences | 3500 | Georgia |
| 10 | The best group of scientists of the year in the field of Humanities and Social Sciences | Humanities and Social Sciences | 8000 | Scientific supervisor/Principal Investigator PI - citizen of Georgia, group member can be a foreign citizen |

Based on the Commisions’ decision, one Excellence Award can be granted by each nomination, money award is excluded. In order to support science popularization and inform public, SRNSFG will promote research activities of prominent Georgian and Foreign Scientists by the means of Social Media, Internet, Radio, TV broadcasting.

**Article 3. Call administration**

1. Call administration is organized by the Legal Entity of Public Law - Shota Rustaveli National Science Foundation of Georgia.
2. SRNSFG provides:
3. Call announcement in accordance with terms of reference;
4. Eligibility check of documentation submitted in the frame of the call;
5. Defines call administration rules, application submission deadline and procedures;
6. Director General by legal administrative act creates evaluation commission and defines procedure rules;
7. Director General by legal administrative act approves list of projects, selected by the commission;
8. In compliance with award categories, awarding winner candidates.

**Article 4. Participants**

 1. According to the award categories, following individuals can participate in the call:

A) In the frame of the category The Best Group of Scientists (paragraphs 4, 6, 8, 10 of Article 2), group composed / containing at least 3 scientists holding Georgian citizenship. Principal investigator must hold a PhD Degree (or equivalent) and Georgian citizenship, with prominent academic record, group members may be MA, PhD or resident students. Scientist holding foreign citizenship, may be involved as group member.

B) In the frame of the category of the Best Young Scientist (paragraphs 2, 3, 5, 7,9 of Article 2), Georgian citizen, who received PhD Degree during last 7 years before the call announcement date, with prominent academic record. In case of researcher’s sabbatical leave, an eligible applicant received a PhD Degree during the last 12 year before the call deadline.

C) In the frame of the category of the Best Foreign Scientist award in the field of Georgian Studies (Article 2, 1st paragraph), foreign citizen holding a PhD degree or equivalent with prominent academic record in the field of Georgian studies.

2. Applications can be submitted by award candidate - scientist, also Georgian and/or foreign scientific center, institution, university, museum, library, state or private scientific entity can submit application in accordance with terms of conditions and submitting rules defined by the SRNSFG.

3. Following individuals are not eligible to participate in the call:

A) The members of the International Policy Board of SRNSFG;

B) The members of the call Commission;

C) SRNSFG employees/staff.

**Article 5. Call stages**

1. Call stages:

A) Call announcement;

B) Submission of the application and documentation to SRNSFG;

C) Eligibility check of the submitted applications;

D) Evaluation of the applications and announcement of award-winners in each categories in accordance with the evaluation criteria defined by the Administrative Legal Act of the Director General;

D) Approval of the selected candidates by the evaluation commission;

E) Announcement of the results by SRNSFG;

F) Award ceremony for the granted candidates during the Tbilisi 2018 Science and Innovation Festival.

**Article 6. Submitting the applications**

1. Sending the call documentation (annex 3,4,5) (except for statement form) (annex 2) to the e-mail address: [aarp@rustaveli.org.ge](mailto:aarp@rustaveli.org.ge) until **July 20, 2018, 16:00;**
2. Indicate the award nominee/s name, surname and award category. Put the sender’s name, surname, academic/scientific status, position and contact details at the end in the text of the letter;
3. **The scanned and signed call application form (Annex 2) must be submitted in PDF format via email to the following email address:** [aarp@rustaveli.org.ge](mailto:aarp@rustaveli.org.ge) Application submission deadline until July 23, 2018, 16:00;
4. Complete package of documentation will be filled in Georgian and English languages. The person presenting the documentation is responsible for the identity of Georgian and English versions of the application, the quality and accuracy of the translation.
5. **The call documentation must include:**

A) Statement about participation (Annex 2) with the signature of the applicant;

B) Professional biography of the participant (CV in English and Georgian languages) (Annex 3) in PDF format;

C) Cover letter of the candidate, containing scientific achievements during the last 3 years (Annex 4 ) in PDF format;

D) Reference letter(s) or referee’s contact information (Annex 5) in PDF format. Reference letter (s) issued by a foreign citizen must be translated into Georgian;

5. Candidates who apply in the category of the Best Scientific Group must include at least one article, one joint textbook/guide line or a jointly developed patent during the past 3 years. (If applicable)

6. In case of violation of the terms of the call and/or presenting incomplete and / or false documentation, an application will not be evaluated in frames of the call.

**Article 7. Procedures for granting awards**

1. The winning candidates will receive award funding by non-cash settlement, according to the categories and sum indicated in article 2, including all taxes foreseen by the Georgian legislation;
2. In case of the research group, award funding will be transferred on Principal investigator’s bank account. SRNSFG is not responsible for the distribution of the award between the group members. The distribution of the received funding will be made on a mutual agreement of the group members.

**Article 8. Evaluation criteria**

1. The evaluation is carried out by experts' groups (commission) using evaluation criteria set by the paragraph 4 of this article;
2. Commision defines ranking lists according to the nominations defined by article 2. Final decision is made according to the commissions’ recommendation and is approved by the order of Director General.
3. The applications submitted in the frame of the call will be evaluated according to the following criteria:

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Criteria and Explanation** | C- | C | C+ | B- | B | B+ | A- | A | A+ | **According to the Evaluation criteria (A/B/C)** |
| **1.Science productivity, authorship** | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |  |
| • Publications (in International Peer Reviewed Journals) – last 3 years  •International/national patents and other IPR |  |  |  |  |  |  |  |  |  |  |
| **2.Scientific performance at international and national level** | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |  |
| ∙ Participation in international/national research projects with the PI status  ∙ International/national nominations, awards, prizes, fellowships, scholarships  ∙ Participation in the editorial board of peer reviewed journals |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **3.Participation in the International Scientific events** | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 |  |
| scientific conferences/congress/symposium/workshop) with status of Chairman /Co-Chairman/Plenary Speaker/ Invited Speaker/Key Note Speaker |  |  |  |  |  |  |  |  |  |  |
| Total scores: | | | | | | | | | |  |
| Final scores (Final evaluation of the expert by the three criteria)  □ A  □ B  □ C | | | | | | | | | |  |
| Final comment about the project:  (Final comment of the commission in accordance with the scores of all three criteria): | | | | | | | | | |  |

1. Evaluation of points in sub-criteria is as follows:

|  |  |  |  |
| --- | --- | --- | --- |
| **Score** | **ABC category** | **Evaluation** | **Explanation** |
| 1 | C- | Inappropriate | Application does not meet particular criteria, or the application cannot be evaluated due to the lack of information |
| 2 | C | Partly inappropriate | Application does not fully meet the particular criteria; It is difficult to evaluate the application due to the insufficient information. |
| 3 | C+ | Poor | Application poorly meets the criteria, there are certain weaknesses |
| 4 | B- | Satisfactory | Application meets the criteria, however there is significant weaknesses |
| 5 | B | Average | Application meets the general criteria, but grounding is unsatisfactory quality. |
| 6 | B+ | Quite Good | Application generally meets the criteria, but there are weak argumentation |
| 7 | A- | Good | Application meets the criteria well, argumentation is satisfactory, but requires certain improvements |
| 8 | A | Very Good | Application fully meets the criteria, originality and argumentations are visible, however still requires certain improvements |
| 9 | A+ | Excellent | Distinctive, high scientific quality project, which perfectly meets all the criteria |

1. Each criteria (1, 2, 3) is evaluated with minimum 1 and maximum 9 scores. For all three criteria, minimum evaluation is 3 and maximum score - 27;
2. To receive the award, it is necessary to get A category evaluation in all three criteria;
3. In case the project receives C in any of the criteria, the Scientist/research group will not be awarded with funding and will not receive the certificate.

**Article 9. Conflict of interest**

1. Independent expert, member of the evaluation commission should not be the participant of the Call;

2. Independent experts or members of the commission should not participate in the evaluation if:

a) They have a joint publication(s) with the key personnel of the project, or participated in the same scientific-research projects or works at the same structural unit of the institution (faculty, institution, department);

b)There’s certain possibility of them receiving professional, financial or personal benefit in any case whether the project has been granted or not;

c) If they have totally different position with regards to the topic and methodology of the project;

d) If they are interested party in the frame of the project, relative or representative of the interested party, or have labor relation with the interested party.

3. For the purposes of this regulation, as a relative may be considered as:

a) Direct relative;

b) Spouse, their sister/brother and direct relative;

c) Ascendant relative;

d) Sister/brother, their spouses and children;

4. Member of the Commission and independent experts are obliged to officially inform the Director General about any of the above mentioned circumstances regarding the conflict of interest;

5. If information about the conflict of interest revealed to the SRNSFG before the approval of the granted projects, SRNSFG is entitled to discuss the issue about the evaluation cancelation.

1. The Recommendation Letter may be submitted by the member of Georgian and foreign scientific community. The recommender should substantiate why a Young Scientist / Group of Scientists deserves prize in a specific nomination. The document must be signed and must include recommender’s contact information (telephone, e-mail), the letter should also contain information about recommenders’ affiliation (university, institute, center, scientific-research institute, etc.). SRNSFG is entitled to contact relevant referee(s) for further information. [↑](#footnote-ref-1)