

Decree of the Government of Georgia
N84, February 16, 2011, Tbilisi
On Basic Research State Scientific Grants

Article 1. In order to facilitate science and technology development through the grant funding, scientific potential enactment in Georgia, according to the law of Georgia on the “structure, authority and rules of operation of the government of Georgia” article 5, paragraph “q”, law of Georgia on the “normative acts” article 12, law of Georgia on the “science, technology and their development” article 5¹, paragraph 1, subparagraph “e” approve:

1. Regulation on Basic research state scientific grant (annex 1)
2. Grant project evaluation criteria (annex 2)

Article 2. Decree will go into force following the publication.

Prime minister

Nika Gilauri

Annex 1

Regulation on Basic Research State Scientific Grant

Article 1. General Provisions

1. Call for the Basic Research aims at gaining new knowledge in various scientific fields. The Call for Proposals is oriented to theoretical and experimental analysis of the developments, facts, theories, models, new ideas and concepts that should facilitate socio-political, economic, public, cultural and technological progress of the country in a long-term perspective. Commercial benefit from the research done under this call is not obligatory. The call for Basic Research facilitates establishment of competitive research environment, approximation of research activities to international standards and internationalization, it facilitates integration of research and higher education, fostering career development of young scientists by means of their involvement in research projects *(29.03.2016 N148)*

2. Projects in basic research call can be submitted in following scientific directions (according to EUROSTAT and OECD classification):

a) Natural Sciences:

a.a) Mathematics;

a.b) Information Technologies;

a.c) Physical Sciences;

a.d) Chemical Sciences;

a.e) Earth and Environmental Sciences;

a.f) Biological Sciences;

a.g) Other Natural Sciences;

b) Engineering and Technology:

b.a) Civil Engineering;

b.b) Electric Engineering, Electronic Engineering, Information Engineering;

- b.c) Mechanical Engineering;
- b.d) Chemical Technology;
- b.e) Materials Technology;
- b.f) Medical Technology;
- b.g) Environmental Engineering;
- b.h) Ecological Biotechnology;
- b.i) Industrial Biotechnology;
- b.j) Nano-Technology;
- b.k) Other Engineering Technologies;
- c) Medical and Health Sciences:
 - c.a) Basic Medicine;
 - c.b) Clinical Medicine
 - c.c) Health Sciences;
 - c.d) Medical Biotechnology;
 - c.e) Other Medical Fields;
- d) Agrarian Sciences:
 - d.a) Agriculture, Forestry and Fisheries;
 - d.b) Livestock and Dairy;
 - d.c) Veterinary Sciences;
 - d.d) Agricultural Biotechnologies;
 - d.e) Other Agrarian Sciences;
- e) Social Sciences:
 - e.a) Psychology;
 - e.b) Economics and Business;
 - e.c) Education Sciences;
 - e.d) Sociology;
 - e.e) Law;
 - e.f) Political Sciences;
 - e.g) Social and Economic Geography;
 - e.h) Media and Communication;
 - e.i) Other Social Sciences;

f) Humanities:

f.a) History and Archeology;

f.b) Languages and Literature;

f.c) Philosophy, Ethics and Religion;

f.d) Arts (arts, history of arts, performing arts, music);

f.e) Other Humanities;

g) Georgian Studies.

3. This regulation defines call announcement, granting and grant projects (hereafter – projects) implementation and monitoring rules.

Article 2. Definition of Terms

Terms applied in this regulation have the following meaning:

a) **Director General** – Director General of the Shota Rustaveli National Science Foundation (legal entity of public law), whose functions include approval of the projects selected for the funding and, if necessary, making amendments, based on the independent experts / commission recommendations,.

b) **Young Scientist** - Master / Doctor or person(s) with equal academic degree (s) from the key personnel, who received academic degree not more than seven years ago from the day competition was announced, as well as the master's, resident and doctoral student;

c) **Grantee** – winner of the call, leading organization of the selected project, participant organization (in case of existence) and key personnel.

d) **Independent expert** –person, who evaluates project, submitted for the call.

e) **Supporting personnel** – person/s employed in the frame of the project, apart from the key personnel, who assist(s) key personnel in dealing with technical issues.

f) **Overhead costs** – indirect costs of the leading and participant institutions (in case of existence) for project's technical maintenance, which is not more than 7% of the requested funding. Leading or co-participant organization can use the overhead expenditure for financing scientific-research activities.

g) **Co-funding entity** – legal entity(entities) or physical person(s), who fund(s) research together with the Foundation.

h) **Co-Participant Organization** – Legal entity of public law, founded according to the legislation of Georgia, non-profit institution of private law, registered in Georgia that aims to perform scientific research according to its statute; as well as authorized higher education institutions. Participant institution with the leading institution provides project key and support personnel with the logistical base, conducts grant accounting separately from the institution's accounting system and performs other obligations according to the grant agreement.

i) **Target account** –project bank account, created by leading and participant institutions and defined in the grant agreement. Profit will not be accrued on this account, it will only be used for the grant amount transfer.

- j) **Project** – project submitted to the Foundation by the project manager, in order to receive funding, according to the above-mentioned regulation and form, approved by the individual administrative-legal act of the director general.
- k) **Project budget** – grant amount required for the project implementation, according to the expenditure categories.
- l) **Project coordinator** – citizen of Georgia from project’s key personnel, who is involved in project management and administration and is responsible for the project management and organizational issues.
- m) **Project evaluation criteria** – guidelines, indicating appropriate scores that are approved by this regulation and are considered for experts and commission members for the projects evaluation, submitted to the foundation.
- n) **Project manager** – citizen of Georgia/foreign country from project’s key personnel, with doctoral or equivalent degree, who implements project with leading organization, leads research and is responsible for the scientific results of research project, as well as, for the reporting. Project manager can also be a young scientist.
- o) **Reporting period** – period, defined by the grant agreement, during which grantees perform grant amount expenditure and after completion, report it to the foundation.
- p) **Final report** – final report consists of final program and financial reports, submitted to the Foundation by the grantees (physical persons and legal entities) after the completion of project.
- q) **Grant agreement** – agreement between the Foundation and grantee.
- r) **Grant agreement performance monitoring** – procedure of project’s mid-term and final program and financial monitoring, approved by this regulation.
- s) **Call documents** – documents, defined by this regulation and director general individual administrative-legal act, which submission is required for the participation in grant call.
- t) **Tranche** – funds, defined by the project budget, for the particular account period.
- u) **Foundation** – Legal Entity of Public Law – Shota Rustaveli National Science Foundation.
- v) **Mid-term report** – program and financial report, submitted to the foundation by the grantees (physical persons and legal entities).
- w) **Key personnel** – grantees - physical persons, who perform tasks, planned in the frame of the project. Leading personnel can be: graduate student, Master, Doctor or persons, with equivalent academic degree.
- x) **Leading institution** - Legal Entity of Public Law (LEPL), founded according to the legislation of Georgia, non-profit institution, registered in Georgia, which aims to improve the performance of research, also, high-educational institutions. Participant institution with the leading institution ensure project key and support personnel with the logistical base, provide grant accounting separately from the institution’s accounting and perform other obligations according to the grant agreement. Leading institution ensure project key and support personnel with the logistical base, project reporting according to the approved forms, provide grant accounting separately from the institution’s accounting and perform other obligations according to the grant agreement.

Article 3. Grant Call Administration

1. Foundation provides granting.
2. Foundation ensures:
 - a) Call announcement according to the legally defined rules;
 - b) Approve grant call regulations and terms for the document submission, call announcement, also, call documents and project performance interim and final report forms;
 - c) Proceedings required for the project evaluation by the independent experts;
 - d) Based on evaluation of the independent experts and commission, reveal and select projects for funding, also, if required, approve changes;
 - e) Funding of selected projects and performance monitoring according to the regulations.

Article 4. Subjects

1. Following entities may participate:
 - a) As a leading and/or participant institution - Legal entity of public law, founded according to the legislation of Georgia, nonprofit institution, registered in Georgia, which statute aims performance of scientific research, also, high-educational institutions.
 - b) As a key personnel - graduate student, master, PhD student, a doctor or persons with equivalent academic degree.
2. One person simultaneously may not participate as a key personnel in more than two projects of basic research, applied research and collaborative research (compatriot's research) calls announced by the foundation as well as ongoing projects of the following competitions: state grants competition for fundamental research, state grants competition for joint research with participation of state scientific grants and compatriots working abroad for applied research.
- 2¹. One and the same person simultaneously may not participate as a project manager in more than one projects of basic research and collaborative research (compatriot's research) calls announced by the foundation.
3. Leading organization involvement in the project is required.

Article 5. Main Financial Requirements

1. Project duration should not be less than 24 months and should not exceed 36 months. Project duration should be multiple of the 6 months report period. (24, 30, 36). (18.05.2017 N 243)
2. Grant funding could be requested according to following scheme: (29.03.2016 #148)
 - a) Defined by the 1st article's 2nd point of the decree, 'A', 'B', 'C', 'D' scientific fields : for 24 months projects- should not exceed 140 000 GEL; For 30 months projects- not more than 175 000 Gel; For 36 months projects- not more than 210 000 GEL;
 - b) Defined by the 1st article 2nd point of the decree 'E' , 'F' scientific fields: For 24 months projects- not more than 100 000 Gel; For 24 months projects-not more than 100 000 Gel; For 30 months projects- not more than 125 000 GEL; For 36 months projects- not more than 150 000 GEL;
 - c) Defined by the 1st article 2nd point of the decree scientific fields that are included in the 'G' sub point: Natural, Medical, Agricultural, Engineering and Technological sciences, here applies funding scheme defined by the 2nd point's 'A' sub point. For the humanitarian and social science projects applies the funding scheme defined by the 2nd point's 'B' sub point.
3. Defined by the 1st article 2nd point annual project budget for scientific fields should not exceed: (29.03.2016 #148)
 - a) Defined by sub points: 'A' , 'B' , 'C' , 'D' scientific fields - 70 000 GEL;
 - b) Defined by sub points: 'E' and 'F' scientific fields – 50 000 GEL;
 - c) Defined by the 'G' sub point that includes Natural, Medical, Agricultural, Engineering and Technological sciences – 70 000 GEL; For the humanitarian and social science projects – 50 000 GEL;
 - d) Project may have co-funding entity

4. Indirect costs required for the tasks implementation defined by the project on base of the leading and participant institutions should be reflected in category 'overhead costs'. Overhead costs should not exceed more than 7% of the project budget. Overhead costs can be used for technical administration of the grant or for financing scientific research of leading or participating organizations. With the confirmation of transfer to the grantee (transfer made through the state budget transfer system), the grantor's expenses are fully recognized as expenditures within the financial monitoring carried out by the Foundation).

The Foundation is entitled to request the information and documentation from the grantor about expenditure of overhead costs at any stage of the project implementation and within the period of 3 years after the completion of the project. (18.05.2017 N 243)

5. The principle of grant funding of key personnel in the project budget should meet the following conditions:

a) In case of involving young scientists (s) in the project, the principal of grant funding for key personnel should not exceed 40,000 GEL per year

(grant funding for the key personnel of the project, who are not young scientists should not exceed 25,000 GEL per year);

b) If young scientist(s) is not involved in the project, the grant financing of key personnel should not exceed Gel 25,000 per year.

c) In case of involving young scientists in the project, each reporting period of the project budget must take the amount of grant funding of young scientist into account.

d) The salary of the support staff should not exceed 5000 GEL per year. (18.05.2010 N 243)

6. Project funding is performed in the form of the tranches. Funds are transferred to the targeted bank account in advance. tranches will be transferred according to the following scheme: (18.05.2010 N 243 shall be applied to the projects funded by the state scientific grant competition for fundamental research announced prior to the enactment of this resolution)

A) In case of 36-months grant period:

A.a) The first tranche will be transferred within 30 days period form signing the contract.

A.b) Second tranche will be transferred based on the account submission of the first period .

A.c) The third tranche will be transferred based on the account submission of the second period

A.d) The fourth tranche will be transferred based on the account submission of the third period and review acts of first and second periods.

A.e) The fifth tranche will be transferred based on the account submission of the fourth period .

A.f) The sixth tranche will be transferred in two sections, 70% of the sixth tranche will be transferred based on the account submission of the fifth period and review acts of the third and fourth periods, the remaining 30% will be transferred based on the review acts of the sixth and fifth Period.

A.j) To complete the project additionally, account submission of the 30% of last tranche and sign of comparison act is necessary.

B) In case of 30 months grant period:

B.a) The first tranche will be transferred within 30 days period form signing the contract.

B.b) Second tranche will be transferred based on the account submission of the first period .

B.c) The third tranche will be transferred based on the account submission of the second period

B.d) The fourth tranche will be transferred based on the account submission of the third period and review acts of first and second periods.

B.e) The fifth tranche will be transferred in two sections, 70% of the fifth tranche will be transferred based on the account submission of the fourth period, and the remaining 30% will be transferred based on the review acts of the fourth and fifth Period.

B.f) To complete the project, additionally, account submission of the 30% of last tranche and sign of comparison act is necessary.

C) In case of 24-months grant period:

C.a) The first tranche will be transferred within 30 days period from signing the contract.

C.b) Second tranche will be transferred based on the account submission of the first period .

C.c) The third tranche will be transferred based on the account submission of the second period

C.d) The fourth tranche will be transferred in two sections, 70% of the fourth tranche will be transferred based on the account submission of the third period and review acts of the first and second periods, the remaining 30% will be transferred based on the review acts of the third and fourth period.

C.e) To complete the project , additionally, account submission of the 30% of last tranche and sign of comparison act is necessary.

7. After the project completion, assets purchased in the frame of the grant funding, becomes the property of leading/participant institution and/or physical person/group of persons, according to the agreement, concluded among them.

Article 6. Project Budget

1. Project budget may include following articles/spending categories:

a) Key personnel grant funding;

b) Support personnel salary;

c) Business trip;

d) Goods and services;

e) Main assets;

f) Non-financial assets;

g) Overhead costs.

1¹. Spending categories, foreseen by the paragraph 1 of this article are defined by the director general individual administrative-legal act.

2. It is not permitted to purchase, renovate real estate, also, vehicles from the grant amount.

Article 7. Call Stages

Call stages are:

a) Call announcement;

b) Project submission to the foundation;

c) Project evaluation by the independent experts;

d) Based on the project evaluation by independent experts, approval of the final list of selected projects by the director general.

e) Grant agreement conclusion with leading and participating organizations and key personnel of selected projects.

Article 8. Call Documentation Submission

1. Submission should be made according to the regulation and form, approved by the director general individual administrative-legal act. Documents submitted after the deadline will not be considered.

2. During the documents submission to the foundation, the applicant indicated names of not more than three undesirable independent experts, whom foundation will not send submitted project.

3. Foundation is entitled to remove project from the any stage of call if project does not correspond requirements set for this call or contain false information.

Article 9. Project Evaluation

1. Registered projects, which correspond call requirements, are sent for the evaluation to the local or/and international independent experts. Project evaluation should be performed by at least 2 independent experts. The outcome of the evaluation will be submitted to the foundation according to the approved form.
2. Project evaluation is performed according to the criteria defined by the annex 2 of this decree.
3. On basis of the evaluation score, received from the independent experts, project final evaluation is calculated on basis of individual administrative-legal decree the Foundation's Director General.
4. Based on evaluation received from the independent experts, foundation defines and director general approves ranking lists of the projects by scientific fields defined by 1st article 2nd point. Director general is authorized to define the marginal valuation of the scientific fields and subfields funding by the individual administrative-legal act, also define the criteria for preference detection in case of equally evaluated projects. On the basis of ranking lists, director general is authorized to allocate spare projects, which will replace winner projects, if grant agreement will not be concluded with winner projects.
5. After the announcement of the call results, in case of key personnel, leading/participant institutions request, foundation provide information about experts' evaluation.

Article 10. Conflict of Interest

1. It is unacceptable that independent expert or member of the commission participate in grant call.
2. It is unacceptable that independent expert or member of the commission participate in evaluation if:
 - a) They have publication with project key personnel or participated in same scientific-research projects;
 - b) If they receive professional, financial or personal benefit in case of the project winning or defeating;
 - c) If they have different view about project thematic and methodology from the project author;
 - d) If they are interested party in the frame of the project, relative of the interested party, representative of the interested party, have labor relation with the interested party;
3. For the purposes of this regulation, as a relative may be considered:
 - a) Direct relative;
 - b) Spouse, their sister/brother and direct relative;
 - c) Ascendant relative;
 - d) Sister/brother, their spouses and children;
4. Commission member and independent expert are obliged to inform commission and director general about circumstances mentioned in this article.
5. If information about conflict of interest became known to the foundation before the approval winner projects, foundation is entitled to discuss issue about evaluation cancelation.

Article 11. Grant Agreement

1. After funding projects are selected by Director General, foundation ensures conclusion of the agreement with the project key personnel and leading/participant institutions.
2. Before the conclusion grant agreement, leading and participant institutions submit to the foundation written confirmation that they don't have any obligations before the state budget.
3. Invention patent right created in the frame of the grant project, belongs to the foundation and grantees. Even if the grantees patented invention, foundation acquires exclusive rights derived from the patent. Profit percentage is defined as follows: 70% - grantees (35% legal entities, 35% group of scientists – physical persons) and 30% - to the foundation, as the grantor. In this regard, the relationship between grantee and grantor is regulated by the agreement, concluded after the patent recipient.
- 3¹. Grantees are not entitled to deliver exclusive rights partially or fully to the third persons on production created in the frame of the grant project during the first five year without foundation written acceptance (term "work" includes book, brochure, software, maps, plans, sketches, illustrations, translations, collections,

encyclopedia, anthology, database and other work according to the law of Georgia about “copyright and related rights”).

4. Foundation is entitled, before the beginning of each reporting period, no later than 20 days before (except project performance last reporting period) without increasing project budget, based on grounded request, ask changes in agreement action plan or/and project budget. Changes in last reporting period is acceptable in case of the grantees grounded request. During the reporting year, changes in project budget are acceptable in the frame of the 20% of the annual budget.

Article 12. Project Performance Monitoring

1. Foundation transfer tranches foreseen by the grant agreement in advance at the end of the each reporting period and perform project financial and program monitoring.

2. Financial monitoring means verification of spending funds transferred in the frame of the grant agreement comparing with the project budget.

3. The rule of reviewing the documentation and the account of grant recipient should be determined by the grant agreement.

4. Program monitoring means verification of scientific goals and expected results performance compliance.

5. During the monitoring, foundation:

a) Admits as a reasonable spending amount according to the grant agreement budget spending category, if it belongs to the above category;

b) Admits as an unreasonable spending amount does not foreseen by the grant agreement budget. Above spending is subject to be returned on a target bank account.

c) Spending is admitted as an overspending if during the reporting period spending foreseen by the concrete budget category are done by the amount foreseen by the budget other categories and tranche amount is more or equal of spend resources, overspend is not admitted as shortcoming and is not reason for the project suspension.

d) As a residue should be considered unspent resources during the reporting period, which may be spend during the next period.

6. Foundation is entitled evaluate performance of ongoing and completed projects through the experts' evaluation.

7. Foundation is not entitled evaluate completed projects scientific value and is not responsible for the research results.

8. According to the paragraph 5 of this article, foundation may use expert's conclusion about completed projects during the evaluation grantee's project submitted for the next calls.

9. The Foundation is authorized to create a registry of grant agreement violators-so called "black list", which is determined by individual administrative-legal act of Director General.

Article 13. Project Suspension, Termination and Completion

1. Project may be admitted as a suspended in cases foreseen by the foundation statue and grant agreement.

2. Foundation may terminate grant funding in cases foreseen by the legislation of Georgia:

a) Liquidation leading institution or authorization termination of the high educational institution;

b) Grantee does not fulfilled obligations foreseen by the grant agreement or provided false information through the interim report.

3. In case of the grant suspension or termination, relations between grantee and foundation are regulated according to the conditions, foreseen by the grant agreement.

4. Project may be admitted as a completed, if on tranches made in the frame of the project are submitted interim and final reports, appropriate review acts are written and project is not suspended or terminated.

Annex 2

Grant Project Evaluation Criteria

| Criteria and Explanation | Bad | Poor | Average | Good | Very Good | Excellent | Evaluation and comment |
|--|----------|----------|----------|----------|-----------|-----------|----------------------------|
| 1. Scientific Component | 0 | 1 | 2 | 3 | 4 | 5 | Min 0 Max 20 Score |
| 1. Significance of the research topic, novelty of research, formulation of the problem 2. Research goals and objectives 3. Research Methodology 4. Scientific importance of the research outcomes and/or their potential practical application and dissemination of project's outcomes | | | | | | | |
| 2. Academic Component | 0 | 1 | 2 | 3 | 4 | 5 | Min 0 Max 15 Score |
| 1. Achievements and qualification of principle investigator and compliance with research project 2. Key personnel's qualification and skills compliance with research topic 3. Level and quality of international and local cooperation in proposal | | | | | | | |
| 3. Project Management and Feasibility | 0 | 1 | 2 | 3 | 4 | 5 | Min 0 Max 15 scores |
| 1. Relevance of the proposed timeframe and implementation plan (stages, periods, timeline) to the research aims and objectives 2. Budget relevance to the research goals and objectives. 3. Relevance of the leading/participant institution's human and material resources, as well as scientific infrastructure to the project goals and objectives. | | | | | | | |
| Final Scores: | | | | | | | 50 |
| Final comment about the project: | | | | | | | |
| | | | | | | | |

1. Each of the 1-3 criteria is evaluated by a 6-point system (0-5). The maximum score is 50 points. Evaluation of points in sub-criteria is as follows:

| Score | Evaluation | Explanation |
|-------|------------|---|
| 0 | Bad | Project does not meet particular criteria, or the project can not be evaluated because of insufficient information |
| 1 | Poor | Project does not respond adequately to this particular criteria, there are substantial weaknesses |
| 2 | Average | Project meets the general criteria, however it has significant weaknesses, weakly grounded and unsatisfactory quality |
| 3 | Good | Project meets criteria well, grounding is satisfactory quality, but it is necessary to make some improvements |
| 4 | Very Good | Project exactly meets the criteria, originality and clear advantages are shown, but some improvements are possible |
| 5 | Excellent | Distinctive, high scientific quality project, which successfully meets all the criteria. Weaknesses if any, are essentially slight. |

2. In order to receive funding, required but not sufficient precondition is to receive 31 and more scores.

3. In case of equal scores priority is given to the projects with the highest scores at the first sub-criteria (scientific component) and after in third sub-criteria (Project Management) and then in second sub-criteria (academic component). In case of the equal scores in all above-mentioned criteria, the preference will be given to the project with the less budget.