

Guidelines for the submission of a proposal

Bilateral Scientific Seminars: China/Russia

General remarks

Applications may be submitted on the Chinese side by any scientists eligible for support in the framework of NSFC general funding scheme. Similarly, on the Russian side, applications may be submitted by any scientists from Russian academies, universities and other related institutions eligible for the RFBR support.

A proposal is subdivided into:

1. Administrative and financial details
2. Scientific and further details
3. Appendices

The following documents - which can be obtained from the NSFC Website (<http://www.nsfc.gov.cn>) or from the RFBR Website (<http://www.rfbr.ru>) - are needed for the elaboration of a proposal:

- Proposal form: "Bilateral Scientific Seminar"
- Guidelines for the submission of a proposal: "Bilateral Scientific Seminars: China/Russia"

The proposal is to be addressed in **two copies, loose-leaf** and print quality to:

NSFC

National Natural Science Foundation,
Bureau of International Cooperation,

Professor Chen Huai

tel.: +86 10 6232 7017

Fax: +86 10 62327004

chenhuai@nsfc.gov.cn

A corresponding version of the proposal (in **one copy, loose-leaf** and print quality) needs to be submitted by the Russian co-organiser to:

Russian Foundation for Basic Research (RFBR)

International Relations Department

Leninsky Prospekt, 32A

119991, Moscow, Russia

The proposal needs to be submitted to the NSFC and to the RFBR in **English** by the **deadline as fixed in the Call for Proposals**.

Further information:

NSFC ,Bureau of International Cooperation,

tel.: +86 10 6232 7017

Fax: +86 10 62327004

chenhuai@nsfc.gov.cn

RFBR:International Relations Department, Tel.: +7-495-938-52-69

E-mail : gouskina@rfbr.ru

Administrative details

Abbreviations: NSFC = National Natural Science Foundation of China

RFBR = Russian Foundation for Basic Research.

Basic data

- [1] Title (max. 260 characters, not including spaces). If, additionally an acronym is used, it should be placed after the title.
- [2] Enter: "NSFC"
- [3] Total of the funding requested from NSFC (in Yuan) and RFBR (in Russian Roubles, RUR), respectively, as indicated on page 3 of the proposal form.
- [4] Possible venue of the seminar. If the organisers are willing to hold the seminar *either* in China *or* in Russia, it must be mentioned which venue is of first priority.
- [5] Possible date of the proposed seminar: The seminar must be held during the period as mentioned in the Call for Proposals. It should provide for a duration of normally not more than three days. However, the stay of the participants from the sending side may be completed with visits of research institutes and facilities in the host country for another three days at maximum.
- [6] The Chinese applicant acts together with the Russian applicant as co-organiser of the seminar. He signs and submits the proposal to the NSFC, thus applying for funding of the Chinese part of the seminar.
The Russian applicant (co-organiser) of the seminar submits a corresponding version of this proposal to the RFBR, thus applying for funding of the Russian part of the seminar.
- [7] The Chinese and the Russian applicant's curriculum vitae giving details on the academic career, the membership in societies, bodies as well as the current position.
- [8] e.g. list of relevant publications of the Chinese and Russian applicant dating back five years at maximum.

Budget

- [9] The preliminary budget needs to be divided into a Chinese part (calculated in Yuan) to be born by the NSFC and into a Russian part (calculated in Roubles, RUR) to be born by the RFBR.
If the organisers are willing to hold the seminar *either* in China *or* in Russia, different budgets for the two potential venues need to be submitted.
The hosting organisation - the RFBR in the case of seminars held in Russia and the NSFC in the case of seminars held in China - will bear the costs of the organisation and execution of the Seminar, including hotels, meals and inland transportation of participants from the 8 guest country participants. It may also cover the subsistence and national travel costs of up to twelve participants from the host country.
The sending organisation - the NSFC in the case of seminars held in Russia and the RFBR in the case of seminars held in NSFC - will bear the international travel costs of participants from its country up to half the total number of participants.
- [10] Chinese part in Yuan: all amounts which are being requested by the Chinese applicant from the NSFC.
- [11] Russian part in RUR: all amounts, which are being requested by the Russian applicant from the RFBR.

Scientific and further details

In order to keep the proposals comparable, the given table of contents must be adhered to. The sheet "Scientific and further details" (page 4 of the proposal form) is to be placed in front of this proposal section as a coversheet when submitting it.

- [12] The summary must permit quick access to the research topic of the seminar (one page at maximum).
- [13] Describe the objectives of the seminar (one page at maximum).
- [14] State why it is important for future Chinese-Russian scientific co-operation to hold this seminar (one page at maximum).
- [15] Summarise the expected scientific impact of the seminar (one page at maximum).
- [16] The list must include title, name, surname, position, full professional address and date of birth of the Chinese and Russian participants.