

Guidelines for the submission of a proposal

Bilateral Scientific Seminars: *France/Russia*

General remarks

Applications may be submitted on the French side by any scientists eligible for support in the framework of CNRS's 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 CNRS Website (<http://www.cnrs.fr/dri-dae/>) 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: *France/Russia*"

The proposal is to be addressed in **two copies** to:

© CNRS Headquarters:

DRI

3, rue Michel-Ange

75794 Paris cedex 16 - France

Telephone: +33 1 44 96 53 36

Fax: +33 1 44 96 48 56

and one file e-mailed to:

caroline.danilovic@cnrs-dir.fr

A corresponding version of the proposal (in **one copy**) 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 CNRS and to the RFBR in **English** by the **deadline as fixed in the Call for Proposals**.

Further information:

CNRS: International Relations, Tel: + 33-1-44-96-53-36,

E-mail: caroline.danilovic@cnrs-dir.fr

RFBR: International Relations Department, Tel./Fax: +7-495-938-54-56

Administrative details

Abbreviations: CNRS = Centre National de la Recherche Scientifique (National Centre for Scientific Research);

RFBR = Russian Foundation for Basic Research.

Basic data

- [1] State whether the proposal submitted is a new initiative or the follow-up of a former French-Russian Seminar. If it is a follow-up, the number of the preceding proposal is to be entered in the field provided.
- [2] Title (max. 260 characters, not including spaces). If, additionally an acronym is used, it should be placed after the title.
- [3] Total of the funding requested from CNRS (in Euro) and RFBR (in Russian Rouble, RUB), 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 France *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 French applicant acts together with the Russian applicant as co-organiser of the seminar. He signs and submits the proposal to the CNRS, thus applying for funding of the French part of the seminar.
- [7] 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.
- [8] The French and the Russian applicant's curriculum vitae giving details on the academic career, the membership in societies, bodies as well as the current position.
- [9] e.g. list of relevant publications of the French and Russian applicant dating back five years at maximum.

Budget

- [10] The preliminary budget needs to be divided into a French part (calculated in Euro) to be born by the CNRS and into a Russian part (calculated in Rouble, RUB) to be born by the RFBR.

If the organisers are willing to hold the seminar *either* in France *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 CNRS in the case of seminars held in France - will bear the costs of the organisation and execution of the Seminar, including hotels, meals and inland transportation of participants from the guest country up to half the total number of participants. It may also cover the subsistence and national travel costs of up to twelve participants from the host country.

The sending organisation - the CNRS in the case of seminars held in Russia and the RFBR in the case of seminars held in France - will bear the international travel costs of participants from its country up to half the total number of participants.

- [11] French part in Euro: all amounts which are being requested by the French applicant from the CNRS.
- [12] Russian part in RUB: 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.

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