



**AGREEMENT FOR SUPPORT OF JOINT RESEARCH PROJECTS
PROGRAM**

between

**SAINT-PETERSBURG UNIVERSITY,
RUSSIAN FEDERATION**

and

**SHARIF UNIVERSITY OF TECHNOLOGY,
I. R. IRAN**

Based on the long-term and fruitful cooperation,

Taking into account the jointly and successfully undertaken steps towards the intensification of educational, research, publication, and related activities between the Parties,

Striving to identify complementary research strengths and facilitate the use of synergies in future research projects,

The Parties organize a joint seed money funding scheme to promote the development of innovative joint research activities between members of both Parties.

ARTICLE 1. Goal

To strengthen the collaboration in the area of science and to identify complementary research strengths, increase joint research, high level publications, and academic mobility, the Parties agree to launch a pilot project with the aim of setting up and co-financing equally a joint funding scheme (Joint Research Fund).

ARTICLE 2. Joint Research Fund

2.1. The Joint Research Fund will comprise of 30000 EUR (equivalent in Russian Roubles and Iranian Rials, respectively) per year, with 15000 EUR given by each Party per year. No money shall be transferred to the other Party.

2.2. The Joint Fund will be spent within a call open to the academic and research staff of Saint-Petersburg University (SPbU) and professors of Sharif University of Technology (SUT), organized once per calendar year for 3 (three) subsequent years (Joint Call).

2.3. The first Joint Call shall be announced in 2019, the last in 2021. The funded projects shall be

conducted in the year following the year of the Joint Call.
2.4. The first Joint Call in 2019 shall be conducted in November, the subsequent Joint Calls in ideally October - December each year.
<u>ARTICLE 3. Administrative Coordinator</u>
3.1. Each Party nominates an Administrative Coordinator who is responsible for handling all matters related to the Joint Calls. Working language shall be English.
3.2. The Administrative Coordinators organize the Joint Call technically within their own institution. This includes but not limited to disseminating the Joint Call within their institution, organizing the review process, publication of results and organizing an evaluation process.
3.3. As the first call, administrative coordinators will be Prof. Mohammad Madhi Nayebi for Sharif University of Technology and the Head of the International Research & Technology Department Ms. Natalia Taranova for SPbU. The Parties inform each other by electronic mail about any change of the administrative coordinator person.
<u>ARTICLE 4. Joint Call</u>
4.1. The Parties will prepare a Joint Call and agree to distribute it within their own institution. The text of the Joint Call should outline the goals of the Joint Research Fund and include information on all proposal requirements, the main criteria for proposal evaluation and selection, as well as the submission deadlines.
4.2. The time period between the public announcement of the Joint Call and the deadline to submit proposals should not be less than 6(six) weeks, and should not exceed 8(eight) weeks. The applicants should be informed about the results no later than 2 (two) months after the submissions deadline.
4.3. The Joint Call shall be published, conducted, organized, and evaluated according to jointly agreed upon criteria and in English only.
4.4. The maximum amount of total money requested for one project shall not exceed €10,000 (or equivalent in Roubles or Rials, respectively). Funds of the Joint Research Fund may cover travel allowances, accommodation, visa support, catering during a workshop, paying stipends or daily allowance to coresearchers, and research supplies. The Parties agree not to charge for the use of their premises by the staff of the other party involved in the joint project. Participants of third parties may be involved in the project, if needed for scientific reasons. As a rule, the third parties have to bear their own costs.
4.5. The Joint Call shall include the obligation to provide a detailed financial plan including distribution of costs which shall be borne by each Party and timeline for the proposed project.
<u>ARTICLE 5. Project</u>
5.1. All projects for which funding is requested will be submitted to both Parties simultaneously in electronic form only (Project). The Administrative Coordinators must check that both Parties have received the same information.
5.2. Any Project must have one SUT and one SPbU project leader. The leaders from both parties shall agree on the details of the project, and submit it to both administrative coordinators, simultaneously. The proposal should detail the contribution of each party to the project.

5.3. The project leaders of a funded Project shall submit a report no later than 1 month after the project has been completed.

ARTICLE 6. Selection Group. Evaluation Procedure.

6.1. Each Party forms a Selection Group, consisting of at least 3 (three) professors, who may, but not necessarily, be related to the subjects of the proposed Projects. One of the members of the Selection Group shall be a representative of the senior management of each Party, possibly a Vice-President or Vice-Rector in charge of research and/or international relations. For each Selection Group a chairperson shall be named.

6.2. Each member of the Selection Group evaluates all proposed Projects independently. Evaluation shall be governed by the quality of the Project, especially taking into consideration innovative approaches, potential for future joint projects, and rational and economical use of funds of the Project. The detailed selection criteria are to be outlined in the Joint Call.

6.3. The Administrative Coordinator forwards the applications to the Selection Group and collects the feedbacks, which shall be exchanged between the Administrative Coordinators.

6.4. Evaluation criteria are:

- Clearly formulated goals of the Project,

- Information on envisaged synergies between the Parties,

- Level of concreteness of future joint research project, incl. time frame and information on funding programs and steps for developing a joint proposal,

- Compatibility with SUT/SPbU research profiles, such as interdisciplinary nature, excellence of project leaders, wide scope of different fields/labs represented in the proposed Project.

6.5. For the evaluation a scale from 1 (worst) to 10 (best) with the possibility to use decimals (e.g. 0.1 to 0.9) will be used.

6.6. The feedbacks of both selection groups shall be exchanged between the two administrative coordinators who then calculate average ratings and create a priority list that reflects the joint selection results. In case the priority list includes Projects with the same average rating, the chairpersons of both groups discuss and agree upon the final listing.

6.7. The members of the Selection Group may suggest reducing requested budgets if they find them to be not reasonable.

6.8. Starting with the highest rated Project, the available funding shall be distributed to proposals that were evaluated positively until no more sufficient funds are available in the Joint Research Fund.

6.9. The results of the Joint Call shall be published on the websites of the Parties.

ARTICLE 7. Co-Financing

7.1. The funding within the Joint Research Fund shall be spent equally (co-financing). Each party will only cover the costs of its participation to the joint projects.

7.2. Each Party co-finances Projects based on its respective rules and regulations.

<u>ARTICLE 8. Dispute Settlement and Governing Law</u>
8.1. For conditions of the Joint Research Fund not covered by this Agreement, or for problems that arise during the course of the Joint Research Fund, both Parties agree to refrain from unilateral action and to consult and negotiate mutually acceptable decisions.
8.2..In case of inability to solve the dispute amicably, it will be settled through forming a coordination committee for this purpose consisting of the equal number of representatives of both sides as well as a third party acceptable to both sides. The decision of this coordination committee will be binding upon all the Parties.
<u>ARTICLE 9. Additional Provisions</u>
9.1. As long as the idea of this Agreement is maintained, the Administrative Coordinators can amend technical provisions of this Agreement, especially on dates and selection procedures.
<u>ARTICLE 10. Term of the Agreement and Termination</u>
10.1. This Agreement shall be effective after it has been signed by both Parties until the end of 2022. It may be prolonged by a written decision of both Parties.
<u>ARTICLE 11. Original Copies of the Agreement, Dates and Signatures</u>
11.1. This Agreement is executed in 2 (two) copies in English language. Each Party receives 1 (one) copy of the Agreement.

On behalf of

Federal State Budgetary Educational Institution of
Higher Education «Saint-Petersburg State
University»

Mr. Sergey Andryushin
Vice-Rector for International Affairs

Date: 15.11.2019

On behalf of

Sharif University of Technology (SUT)

Prof. Mohammad R. Movahedy
Vice-President for Research and Technology

Date: 25.11.2019

