

## Public, Transparent and Fair Procedures for Research Funding

### Grant Announcement I Phase:

1. While announcing proposals of grant nomination initially, the application will be posted on the University website;
2. The goal of project proposals (hereinafter - the project) of grant nomination is to promote scientific potential and research quality, intellectual and creative activities of staff and students, development of science and its commercialization at the Georgian Technical University (hereinafter - the University).
3. The project can be submitted by the employee of the University, including an independent scientific-research unit. Only the university staff and student can be a member of the implementing group.
4. The duration of the project shall not exceed 12 months.
5. The project is funded annually by the university or the faculty from its own budget. In addition, projects may be financed from other sources approved by the legislation.
6. The winning projects are revealed based on the competition, conducted by the Competition Commission (hereinafter - the Commission). The Chairman of the Commission is the Deputy Rector of the University in the field of science.
7. The authority to set up the commission and issue other legal acts related to the competition is endowed to the Deputy Rector in the field of science based on the Rector's order. The Commission shall be created once for the purpose of organizing a specific competition. The Commission usually is staffed by : head of the University Quality Assurance Service, heads of the Departments of Science and commercialization, Faculty Deans and Faculty Representatives upon the nomination of the Dean, in case of Project funding by the Faculty, etc.The chairperson is entitled to convene the specialists of the submitted projects and other employees of the University at the Commission sitting.
8. The term of the Commission's authority shall be determined prior to the completion of the financed and winner projects.
9. The competition is announced by the Deputy Rector of the University in the field of science on its own initiative or on the basis of the proposal of the Dean of the Faculty. The subject of the competition is determined by the university requirements or proposals by the authors of the projects.
10. The statement published on the competition shall indicate the list of documents to be submitted (if necessary, their form and content), the terms and place of the submission, contact information and other necessary conditions

11. Submission of projects starts in no less than 15 working days after the announcement of the competition and lasts at least 5 working days.
12. Disclosure of the proposed projects and decision making shall be completed by the Commission shall in maximum one month after expiry of the deadline for submission of projects.
13. The commission session is authorized if it is attended by 2/3 of the members in the list.
14. Projects are evaluated by the established rule and criteria. Evaluation criteria should be directly related to the quality of projects and the Commission should have the necessary information for their objective assessment. Criteria should include the following issues: Sensitivity to the problem of the project, the realization of the results and the sustainability, the market prospects and the competitiveness of the product, the qualification, knowledge and experience of the project manager and other major performers with the tasks set out in the project.
15. The Commission is authorized to have interview with the Project Director or other authorized member of the Project Implementing Group.
16. The chairperson of the commission shall inform the results of the competition to the supervisors of projects and publish the data on the university website within three days from the end of the competition.
17. The winner projects together with the relevant documents will be submitted to the Head of the University Administration to present them to the Representative Council (Senate) sitting for approval. After approving the Commission's decision by the Senate, the University conducts an agreement with the Project Director. The contract form is attached. s
18. Registration and maintenance of the grant agreement is carried out by the University Scientific Department.
19. After completing the separate stage of the project, the Commission will review the presented reports and the product created at the given stage. The decision shall be made based on the results of the review and the conditions under the contract.
20. The project will be completed after receiving the reports provided by the Grant Agreement and the creation of the product, formulated by the relevant minute. In case of negative conclusion, the Commission shall be entitled to give a reasonable time to a Project Implementing Group to remedy the errors without remuneration. If the error is not corrected within the established timeframe or it is established that the error is impossible to be corrected, the Commission shall make a decision on imposing the restriction to the Project supervisors to submit project proposals in the university grant nominations within the next 5 years.
21. The Commission is authorized to make a reasonable decision to develop or implement the results of the expediency of the extension of the financing of a specific project.
22. The product created by the project is in joint ownership of the project authors and GTU.

23. In case of necessity, the Commission, set up in accordance with the provisions of paragraphs 5 and 6 of this Regulation, shall consider reviewing submitted proposals on behalf of the university in state, international and other competitions

24. The formulation of the documentation registration shall be posted on the web page.

- After conducting the competition by the competition commission and identifying the winner nominees, the results will be published at the university web-site
- Results of the competition announced in 2010:
  - [http://gtu.ge/Science/Competitions/?ELEMENT\\_ID=1743](http://gtu.ge/Science/Competitions/?ELEMENT_ID=1743)
  -
- Results of the competition announced in 2011:
  - [http://gtu.ge/Science/Competitions/?ELEMENT\\_ID=1747](http://gtu.ge/Science/Competitions/?ELEMENT_ID=1747)
  -
- Announcement of grant competition for 2013-14:
  - [http://gtu.ge/Science/Competitions/?ELEMENT\\_ID=1762](http://gtu.ge/Science/Competitions/?ELEMENT_ID=1762)

## II Phase: Grant Completion

- The Competition Commission makes assessment in accordance with the established criteria:
- The Commission distinguishes commercial value projects.

### Grant Project Assessment Criteria

	Criteria	Points range	Assessmen
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	<b>Research novelty, objectives and tasks</b>	<b>Poor</b>	<b>Average</b>	<b>Good</b>	
1	Results of the research conducted and its compliance with the results of grant projects	1-8	9-12	13-15	
2	How clearly the results of the survey are presented in the report	1-7	8-10	11-13	
3	The importance of the results of the scientific direction (s)	1-12	13-19	20-23	
4	Prospects for the use of research methods in the curriculum	1-11	12-16	17-20	
5	The potential to introduce research results	1-11	12-20	20-30	
6	The value of research results in terms of commercialization	1-7	8-11	12-14	

