2017 Next Generation 2nd Call for Proposal:

Skoltech – MIT Partnership Program

White Paper

COVER SHEET

Project Name:

Keywords: [max 15 words]

Abstract: [max 250 words] - Provide a brief overview of your proposal and what you plan to accomplish

Proposal ID: [co-PLs Last names i.e. Petrov/Smith]

**MIT Co-Project Leader**

*Funds requested for 18-month period:*

Funds requested for Nov 2017 – Feb 2019:2[[1]](#footnote-1) [\_\_\_\_] K USD3[[2]](#footnote-2)

*(USD 200 K / max per period)*

Proposed term of funding1[[3]](#footnote-3): [\_\_\_\_] yr.

*(starting with November 01, 2017 for up to 18 months max)*

**Skoltech Co-Project Leader**

*Funds requested for 18-month period:*

Funds requested: 2017 [\_\_\_\_] M RUB

 2018 (optional) [\_\_\_\_] M RUB

 2019 (optional) [\_\_\_\_] M RUB

*(RUB 12.5 M / max per annum)*

### Project Leaders’ Data

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Full Name | Position and Title | CREI or Department Name | Email |
| MIT Co-Project Leader  |  |  |  |  |
| Skoltech Co- Project Leader  |  |  |  |  |

[MIT Co-PL name] [Skoltech Co-PL name]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(date, signature) (date, signature)

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BODY

# Executive Summary

[Provide a brief overview of your proposal and what you plan to accomplish.]

# Significance and Potential Impact

[Describe how the Project will impact research, innovation and education activities of Skoltech and satisfy Skoltech Key Performance Indicators.]

# Proposed Approach

[Briefly describe the proposed Project. This should be a high-level description. Emphasize the benefits and novelty of the Project.]

# Milestones and Deliverables

[Briefly describe your Project plan. List the expected deliverables that you propose to achieve within *the proposed time line of the project* and at the end of the project.]

# Project Team

[List team members, not including co-PLs. If a team member is not identified but will be required to perform the Project, please indicate a vacancy. Add rows as necessary.]

|  |  |  |  |
| --- | --- | --- | --- |
|  | Full Name | Position and Title | CREI Name |
| MIT Team |
| 1. |  |  |  |
| Skoltech Team |
| 1. |  |  |  |

**Innovation**

[Is there interest from Industry (i.e. Skolkovo start-up companies) and other stakeholders, and are there mechanisms to engage them with the Project?]

**Available Resources and Budget**

[Describe what resources are available (infrastructure, equipment, materials). A high-level budget should be provided on a separate page.]

**Funding**

[Have you sought other sources of funding? Please identify other sources of funding that might be used to co-fund this work.]

**Contribution to Skoltech Key Performance Indicators**

[Please emphasize how the funded scope of work will satisfy Key Performance Indicators of Skoltech.]

**Conflict of Interest**

[Please disclose potential conflict of interest if applicable.]

*NOTES:*

1. Please do not exceed 3 pages of text. One additional page of graphics may be appended.
2. This White Paper will be reviewed in confidence by the Steering Committee.
3. Submitting a White Paper does not constitute a public disclosure.

White Paper

BUDGET

**Budget Guidelines**

A project budget consists of the parts under respective co-PL’s control. Expenditures for Skoltech Co-Project Leader should be budgeted and reported in Rubles; Expenditures for MIT Co-Project Leader should be budgeted and reported in US Dollars.

Maximum annual total budget for Skoltech Co-Project Leader should not exceed 12 500 000 Rubles. The allocated funds should be spent within a calendar year. No carry over is allowed.

Maximum annual total budget for MIT Co-Project Leader should not exceed 130 000 US Dollars. Funds should be spent according to MIT policy.

The following expenditures are permitted under the NGP 2nd call for proposals at Skoltech [at MIT]:

* Project Personnel costs (salaries and benefits for research and technical staff, including employees and new hires); Skoltech faculty salaries and Skoltech student stipends will not be charged to the project budget. [For MIT, project-related salaries, stipends, tuition, summary salary, and benefits are permitted];
* Bench fees for Skoltech MSc and PhD students (costs associated with support of research activities of the students, including travel support);
* Business trips [for MIT, business-class travel for faculty and staff is permitted];
* Materials, supplies and services [for MIT, materials, supplies and services are permitted];
* Subcontractors (no more than 20% of the total budget);
* Equipment (no more than 10% of the total budget) [for MIT, equipment is permitted but discouraged];
* [for MIT, Indirect costs, F&A and allocation expenses are permitted]

**PROPOSED BUDGET for 2017 for Skoltech Co-Project Leader**

in **‘000** RUB

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Description** | **K RUB** | **TOTAL** |
| **Personnel** |  |  |  |
| Research staff |  |  |  |
| **Operating Expenditure** |  |  |
| Bench fee for MSc and PhD Students |  |  |  |
| Business Trips |  |  |  |
| Materials and Supplies |  |  |  |
| Services |  |  |  |
| Subcontractors (no more than 20% of the total budget) |  |  |  |
| **Capital Expenditure (no more than 10% of the total budget)** |  |  |
| Lab equipment |  |  |  |
| Software |  |  |  |
| **TOTAL** |  |  |  |

 **PROPOSED BUDGET for 2017 for MIT Co-Project Leader**

|  |  |
| --- | --- |
| **Description** | **USD** |
| **Salaries and Wages** |  |  |
|  |  Faculty (Summer Months)  |   |
|  |  Research Staff  |   |
|  |  Educational Staff  |   |
|  |  Post-Doctoral Associates  |   |
|  |  Admin. Support  |   |
|  |  RA (PhD)  |   |
|  |  RA (MS)  |   |
|  **Total Salaries**  |  |  |
|  **Benefits**  |  |  |
|  |  Employee Benefits (@25%)  |   |
|  |  Vacation Accrual (@7.5%)  |   |
|  **Total Benefits**  |  |  |
|  **Operating Expenses**  |  |   |
|  |  Travel  |   |
|  |  Operating Expenses  |   |
|  **Total Operating Expenses**  |  |  |
|  |  **Tuition**  |  |
|  |  **Major Equipment**  |  |
|  **Total Direct Costs**  |  |  |
|  |  Indirect Costs - F&A (@59%)  |   |
|  **Total Indirect Costs**  |  |  |
|  **Total Budget**  |  |  |
|  |  |   |
|  |  |  |
| **Please apply the following OH rates, where applicable :** |
| Employee Benefits Rate |  | 25% |
| Vacation accrual rate |  | 7.5% |
| Research F&A Rate |  | 59% |

1. The project is limited to one 18-month period. Subsequent funding is not envisioned.

2 Research by MIT and Skoltech will be funded through different funding sources (i.e. MIT and Skoltech respectively) which has caused different funding periods. [↑](#footnote-ref-1)
2. 3 MIT Co-Project Leaders will have to spend the NGP funds for the 18-month period by February 28, 2019. [↑](#footnote-ref-2)
3. [↑](#footnote-ref-3)