**SUMMARY FOR THE OPEN CALL FOR PROPOSALS**

**EUROPEAN STUDIES INSTITUTE**

**MGIMO MID RF**

**The WTO Free Trade Concept and its Impact for the EU-Russian Relationship in Selected Fields**

The European Studies Institute, a post graduate training and research Institution established at Moscow State Institute of International Relations (University), wishes to support research in the field of WTO Free Trade Concept and its Impact for the EU-Russian Relationship in the field of legal, economic and political regulation on the institutional and implementation level.

35 000 RUB (equivalent approx. EUR 500) grant per person is available to support research arising from this call. Applicants may apply for a period of three months.

Closing date:

20 October 2017 at 24:00 (Moscow time)

Issue Date:

12 September 2017

Call Status:

Current

Category:

Invitation for proposals

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**BACKGROUND**

Reflecting the aims of joint EU-Russia actions at boosting further cooperation, the ESI is promoting innovative projects in teaching and researching in a comparative way the EU-related subjects and EU-Russia dialog issues. Together ESI and partners have developed a joint approach and strategy for reaching this goal.

The ESI launched this thematic call focused on advancing understanding of the legal and economic aspects of the EU-Russia relations in the WTO context and helping to establish wider contacts and closer cooperation between the EU and Russian scholars and experts. The ESI is expecting that this call will contribute to deliver multidisciplinary studies on the law, economics and politics to provide the breadth of skills needed to undertake the work in EU-Russia cooperation in the framework of the WTO Free Trade Concept. As part of that strategy ESI are inviting proposals to focus all or most of their effort in these related subjects.

This Open Call will allow to promote further knowledge and analysis applicable to the needs of practical cooperation of the EU and Russia, to enhance the research potential and build credibility for young researchers in the academic community and to fill the gaps in a particular research field. The winner’s research papers will be published on a web-based platform of Observatory of EU-Russia Trade and Cooperation.

Given the well-defined scope of the call we are inviting full proposals (Concept Note, Application form, Motivation letter) from the outset, with no initial outline stage. This will be granted on competitive basis by an ad hoc selection committee in charge of organizing the selection of suitable candidates to be awarded with the funding. The call for applications is an open international tender.

Proposals will be assessed with decisions expected in November 2017.

**SCOPE OF THE CALL**

Proposals are expected to address interdisciplinary research in at least one of the following areas:

(1) The WTO as an Organization;

(2) EU-Russia and the GATT;

(3) EU-Russia and the GATS;

(3) EU-Russia and the WTO Dispute Settlement.

**This list is not exhaustive.**

**Priority** will be given to projects that:

* use comparative studies approach;
* clearly identify generic specificities in the problem and in the methodology they propose to tackle it;
* propose a coherent and integrated approach to subjects listed above with the involvement of ***an added value*** ***elements*** such as: (a) designing a workshop(s); (b) preparing curriculum for Master’s Module in the subject; (c) preparing content for short-term courses; etc.

All costs of *added value* elements are excluded from the call funding.

**FINANCIAL ALLOCATION PROVIDED BY THE ESI**

**Size of grants**

Any grant requested under this Call for Proposals must fall with the amount of RUB 35 000 (equivalent approx. EUR 500) (three month)

It is anticipated that proposals submitted to this call would not involve intervention development or evaluation. If the proposed research does include an intervention, the intervention costs must be supported by the provider/sponsor.

Applicants may **not** request funds to support studentships or accommodation as part of their research grant. Applicants could propose other forms of capacity building in their application although applicants should note that this is not the primary aim of this call.

**ELIGIBILITY CRITERIA**

In order to be eligible for a grant, applicants **must**:

* Have higher education degree in accordance with the legislation of the country of origin;
* Be fluent in a working language of the European Union;
* Be nationals of CIS or EU Member States or an official EU candidate country.

**Priority will be given to:**

* applicants with experience in teaching /researching in EU related subjects;
* applicants with experience of dissemination of project output (participation in international conferences, round tables, panel of experts etc);
* applicants working in the fields related to international cooperation;
* applicants with experience of similar projects;
* applicants with proposals of added value elements.

**Force majeure shall mean any unforeseeable exceptional situation or event beyond the parties’ control which prevents either of them from fulfilling any of their obligations, is not attributable to error or negligence on their part and proves insurmountable in spite of all due diligence.**

**HOW TO APPLY**

Deadline for submission of Application, Concept note and Motivation letter is

**20 October 2017** **at 24:00** (Moscow time).

The application can be submitted in Russian or in English by e-mail to the address: [**esi@inno.mgimo.ru**](mailto:esi@inno.mgimo.ru)

**Any missing application document or any incoherence between them may lead to the rejection of the proposal on that sole basis.**

*CONCEPT NOTE*

Concept note must be submitted in accordance with the instructions below.

Concept Notes can be submitted in **Russian** or in **English.**

The applicant must ensure that the text of the Concept Note:

* does not exceed 3 full pages (A4 size) of Times New Roman 12 characters with 2 cm margins;
* responds, in the same sequence, to the headings listed below;
* is drafted as clearly as possible to facilitate its assessment.

Please provide **all** the following information:

1. Making reference to the overall objective(s) and specific objective(s) identify and describe activity to be undertaken to produce results, justifying the choice.
2. Describe the relevance of the action to the objective(s) and priority (ies) of the call for proposals.
3. Describe which particular expected output and results of the call will be addressed.
4. Describe methods of implementation and reasons for the proposed methodology;
5. Indicate any specific ***added value elements*** such as: (a) designing a workshop(s); (b) preparing curriculum for Master’s Module in the subject; (c) preparing content for short-term courses; etc. Describe and define the target group(s) or\and final beneficiaries(s), their needs and how the added value element(s) will address these needs.
6. Describe your experience of similar project (action) managed by you over past three years.
7. Draw up the planned activities in order to ensure the visibility of the action and the ESI funding using the following format.

|  |  |  |  |
| --- | --- | --- | --- |
|  | Activity (title) | Objective | Output\result |
| 1 month |  |  |  |
| 2 month |  |  |  |
| Etc. |  |  |  |

*APPLICATION FORM*

Applicants invited to submit an Application form keeping strictly to the format of the application form.

Applicants must submit their applications in the same language as their Concept Note.

Please complete the Application form carefully and as clearly as possible so that it can be assessed properly.

**1.Personal information**

|  |  |
| --- | --- |
| **Name** |  |
| **DOB** |  |
| **Sex** |  |
| **Citizenship** |  |
| **Telephone number:** Country code + city code + number |  |
| **Contact tel. number:** Country code + number |  |
| **Fax number:** Country code + city code + number (if available) |  |
| **E-mail address** |  |

**1.2** **Scan Copy of the ID-document/passport**

**2.Education**

|  |  |  |
| --- | --- | --- |
| **Institution**  **[Date from - Date to]** | **Degree(s) or Diploma(s) obtained** | **Description of competences and skills acquired** |
|  |  |  |
|  |  |  |
|  |  |  |

**2.1 Language skills:** Please, indicate competence level as follows: excellent, very good, good; fair or basic

|  |  |  |  |
| --- | --- | --- | --- |
| Language | Reading | Speaking | Writing |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

**2.2 Evaluation of foreign language command from the Diploma of high education:**

Please Indicate competence on a scale from 3 to 5

**2.3 Other language certificate (if any):**

**2.4 Additional foreign language experience (if any):**

Foreign language course – place of study, duration;

If internship in a foreign institution - place, duration;

Any other foreign language experience – place, duration

**3. Professional experience**

**3.1 Current position** (location, company/institution, position)**:**

**3.2 Years within the firm:**

**3.3 Key qualifications and description of current duties:**

**3.4 Membership** **of professional bodies:**

**3.5 Previous Professional** **experience:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date from - Date to** | **Location** | **Company** | **Position** | **Description** |
|  |  |  |  |  |
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|  |  |  |  |  |

**4. Other skills and competences:**

**4.1 Publications, research work (if any):**

**4.2 Voluntary activities (if any): (voluntary work, participation in conferences etc)**

**Place and date:**

**Any change in the addresses, phone numbers, fax numbers and in particular e-mail, must be notified in writing.**

The Concept Note together with the Application form and Motivation letter must be submitted exclusively **by e-mail only** to the following address: [**esi@inno.mgimo.ru**](mailto:esi@inno.mgimo.ru)

The Applicant will receive an acknowledgement of receipt following the submission of application.

Concept note, Application and Motivation letter sent by other means (registered mail, courier service, fax, hand delivery, etc.) or sent to any other e-mail address may be rejected.

Applicants are strongly advised **not to wait until the last day** to submit their applications, since heavy Internet traffic or a fault with the Internet connection (including electricity failure, etc.) could lead to difficulties in submission. The ESI cannot be held responsible for delay due to such afore-mentioned difficulties.

The applicant is solely responsible for following-up the delivery.

**In the interest of equal treatment of applicants, the ESI cannot give a prior opinion on the eligibility of an applicant.**

*MOTIVATION LETTER*

The elements assessed on the basis of the Concept Note cannot be modified by the applicant in the Motivation letter.

The Motivation letter does not exceed 1 full page (A4 size) of Times New Roman 12 characters with 2 cm margins and does not require any format or mandatory elements. The main guidelines could be the following:

1. Why are you applying for this call for at the European Studies Institute? Please specify the main reasons and personal motivation?
2. Which advantages do you think you will benefit from this project?
3. How participation in this project will help you in your current or forthcoming position?
4. What do you think could be your personal input? etc..

**ASSESSEMENT OF APPLICATION, CONCEPT NOTE and MOTIVATION LETTER**

Applications will be examined and evaluated by the ESI administration with the possible assistance of external assessors.

Proposals should demonstrate their fit to the following assessment criteria:

Step I – Administrative compliance (where all documents have been submitted in time and fully) and whether eligibility criteria regarding nationality, etc. have been met.

Step II – Technical assessment with the help of a grid indicating the award criteria, namely:

|  |  |
| --- | --- |
| **Section** | **Maximum Score** |
| **Relevance** | 30 |
| 1.1 How relevant is the proposal to the objectivesand one or more of the prioritiesof the call for proposals?  1.2 How coherent and integrated is an approach of the proposal to the subjects? |  |
| **Methodology** | 30 |
| 2.1 Are the activities proposed appropriate, practical, and consistent with the objectives and expected results?  2.2 Do the proposal demonstrate an innovative, interdisciplinary research and potential to generate new knowledge?  2.3 Does the Concept Note satisfy all the headings and requirements listed above?  2.4 Does an applicant uses comparative studies approach? |  |
| **Experience of the applicant** | 20 |
| * 1. Has an applicant an experience in teaching /researching in EU/WTO related subjects?   2. Has an applicant experience of dissemination of project output (organization of conferences, workshops etc)?   3. Is (was) an applicant working in the fields related to international cooperation?   4. Has an applicant an experience of similar projects?   5. Has an applicant any recommendation letter(s)?   6. Has an applicant any publication(s)?   7. Foreign languages certificate(s) and experience. |  |
| **Value added** | 20 |
| 4.1 Project presumes designing workshops, seminars, short-term courses, summer modules etc;   * 1. Project explicitly describes and defines the target group(s) or\and final beneficiaries(s), their needs and how the added value element(s) will address these needs. |  |

Only application that receive a minimum of 70 points will be retained and may be financed.

In case of remarks /questions from the evaluation committee' members, a committee member is entrusted to make phone interviews with an applicant; if there are more controversial cases, evaluation committee members may ask to interview the applicant/s concerned in person by Skype.

**A timetable for the open Call proposals:**

* **20 October 2017** deadline to submit applications;
* **31 October 2017**, applicants will be informed whether their application has been considered administratively compliant;
* **20 November 2017**, applicants will be informed about the results of the evaluation. Only applicants whose application has been considered administratively compliant, will be informed of the results of the evaluation process;
* **1 December 2017** earliest date on when the applicants can commence their assignment.

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