

CONDITIONS GOVERNING THE SCIENTIFIC CO-OPERATION AND  
EXPERT EXCHANGE AGREEMENT CONCERNING ARCHAEOLOGICAL,  
PALAEOLOGICAL AND MUSEOLOGICAL MATTERS BETWEEN THE  
GEORGIAN NATIONAL MUSEUM AND THE FUNDACIÓN DUQUES DE  
SORIA

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- 2006 -

On 29th November 2005, the Georgian National Museum (hereinafter referred to as the "GNM") and the Fundación Duques de Soria (hereinafter referred to as the "FDS") signed a collaboration agreement to formalise joint actions by both institutions with respect to scientific co-operation and expert exchange concerning archaeological, palaeontological and museological matters, as well as to co-ordinate in these areas under the auspices of the Official Co-operation Programme between the Republic of Georgia and the Kingdom of Spain.

This Agreement is the result of the increase in collaboration between Spain and Georgia in these areas over the last few years, which led to recognition of the advisability of establishing a stable channel in both countries, to make these collaborations and expert exchanges more effective and fruitful, and in order to avoid the allocation of collaboration resources to sporadic exchanges that are not covered by joint projects of mutual interest.

For the purpose of regulating the practical details of the terms and conditions of their scientific collaboration in the fields of archaeology, palaeontology and museology, within the framework of aforesaid Collaboration Agreement (Exchange of experts in those areas / Training of young scientists from both countries in those disciplines, including those that carry grants / The laying down of the lines of scientific research, joint or co-ordinated, in those fields / The joint publication of scientific papers on archaeology, palaeontology and museology / The joint or co-ordinated organisation of exhibitions with scientific content on archaeology and palaeontology) both the GNM and the FDS have set down the following

#### TERMS AND CONDITIONS

- 1.-All actions carried out by both institutions that fall under aforesaid Agreement will be done so jointly, or in a co-ordinated way.
- 2.-Any project that is to be carried out under aforesaid Agreement must be submitted in writing, and must comply with the requirements set forth in Clause 5 herein and within the deadline specified each year (cf. Condition 23). Moreover, a signed, written statement accepting these Terms and Conditions must be submitted, along with a brief *curriculum vitae* (on 2 A4 pages, maximum) of each one of the participants in the project.
- 3.- The projects proposed by Georgian nationals will be submitted to the GNM, which will in turn forward a copy of same to the FDS for assessment. The

projects proposed by Spanish nationals will be submitted to the FDS, which will in turn forward a copy of same to the GNM for assessment.

4.-The projects must encourage the stable and regular exchange of knowledge, experience and technology between scientists and professionals from both countries and must promote the effective integration of these in their respective fields. The project must provide for collaboration between researchers and professionals from both countries, both in its development and with respect to the results of the collaboration (e.g. scientific publications, manuals, exhibitions, etc.)

5.-Whatever the case, the proposals submitted must contain the following information on a maximum number of 10 A4 pages. Only one side of the page(s) should be used:

#### 5.1. Project description:

- Project title.
- Name of the main researcher or professional and of the other participants, a short description of the functions assigned to each one and a scientific or professional background or record of the team.
- Project aims: these must include the previous background to, and the results in, the field proposed, along with a brief statement of the aims being pursued.
- Originality, topicality and/or utility of the proposal.
- Direct and indirect benefits that may come from the development of the proposed project.

#### 5.2. Work plan:

- Methodology and work plan: this will contain information on the specific methodologies to be applied, and specific indication of the work groups, institutions or companies taking part.
- Guideline timetable model concerning the actions to be carried out during the development of the project, indicating work venues and specific activities.
- Financial report: breakdown of the project budget, detailing the financial contributions to be made by those who are proposing the project.

6.-The following criteria will be taken into account in the selection process:

- Scientific and professional record of the applicant team.
- The scientific topicality of the project and the interest for society in general of the proposed findings.
- The possibility of solving the questions raised in the project within the proposed time limits and budget.
- The possibilities of extending the project and the possibility of including more local and international scientists and professionals in its development.
- The possibilities and the degree of project self-financing.

-The encouraging of inter-disciplinary work among the participants and the exchange of experiences and technology among the participants from both countries.

-The innovative character of the project and of its scientific and social influence.

-The dissemination and scientific benefits expected to be gained from the project, as well as the use to be made of the findings.

7.-The following priorities will be taken into account when selecting projects:

-That research ideas are proposed in the field of pre-historic archaeology and palaeontology.

-That proposals include the training of research and specialised personnel.

-That experts are provided with a suitable work environment.

-That questions concerning multi-disciplinary integration, logistics, task organisation and co-ordination are dealt with in actions and operations applied to specific objectives in Georgia.

-That the drawing-up of consensus protocols and technical manuals on questions regarding particular projects is included (e.g. with respect to archaeological digs: the obtainment and processing of preliminary material, its identification, classification, detailed inventory, restoration and conservation).

-That the publication of the findings is proposed.

-That the project leader, or main researcher, has not submitted other project(s) in the same year, except in the case of a main project and one or more complementary projects.

-That no other previously selected project with the same project leader, or main researcher, is still running in that year, except if the new proposed project(s) complements the already running project.

8.-Both GNM and FDS will evaluate the projects submitted, to which end each institution may be advised by any persons or institutions that they deem suitable to consult in each case. Furthermore, they may request from those in charge of the project as many clarifications and extensions as they may deem necessary. The final decision will be conditioned by the suitable presentation of this additional information when required.

9.-After each project has been assessed, both institutions will jointly reply to those in charge of the pre-selected projects regarding the contents and specific aspects of the proposal that may fall under the Co-operation Agreement between the GNM and the FDS. The answer from the GNM and the FDS will specify, from the list of proposed participants in the project on the basis of their curricular profile and their experience, which researchers or professionals could be covered by the Agreement, which could participate in the exchanges between countries and the dates and places most suited to the development of the objectives provided for in the project.

10.-Both institutions will also jointly decide on whether or not to request of the relevant Ministries the inclusion of the project in the Official Co-operation

Programme between the Republic of Georgia and the Kingdom of Spain, and the extent of this involvement.

11.-The Agreement will only cover travels from Georgia to Spain and from Spain to Georgia that are necessary for a project that has been jointly approved by the GNM and the FDS, or for a training or research grant programme promoted by either of the two institutions that have signed the Agreement, or by other public or private institutions that are participating in the Official Co-operation Programme between the two countries.

12.-Members of the exchange missions must be proposed by the FDS and approved by the GNM in the case of Spanish participants, and must be proposed by the GNM and approved by the FDS in the case of Georgians, with a brief *curriculum vitae* and a description of the work or studies that they plan to carry out in the country being visited.

13.-The final list of members of the exchange missions must be closed at least one month before the date of the planned stay, except for cases of *force majeure*.

14.-Those who participate in the exchanges will normally stay for fifteen days, but this period may be extended or reduced in accordance with project requirements and for a justified reason, which must have received the prior specific approval of both the GNM and the FDS.

15.-The FDS will provide, at its own expense, the travelling and insurance costs for the Spanish participants that travel to Georgia (to the extent that they are not covered by other contributions foreseen in the project), as well as the travel expenses, accommodation, board, insurance and suitable work place for the Georgians that go to Spain upon the proposal of the GNM (to the extent that they are not covered by other contributions foreseen in the project). The GNM will provide, at its own expense, accommodation and board for the Spanish participants in the exchanges proposed by the FDS to visit Georgia, as well as a suitable work place to carry out the planned work or studies.

16.-In general, the project will last for one year, but this duration will depend on the objectives proposed, on the timetable suggested and on the annual assessment of the GNM and the FDS, which may decide to extend the project for up to three years, except where otherwise agreed to between the GNM and the FDS under exceptional circumstances.

17.-The participants in the selected projects undertake to hand over a report on the activities carried out (of over 4 and less than 12 A4 pages, on one side), assessing the degree of fulfilment of the aims, the timetable and the budget proposed, before December 1 of every year. The GNM and the FDS will evaluate these reports to maintain the participants within the framework of the Agreement and for future applications.

18.-The studies or works arising from the projects approved by both institutions may be published under the Agreement, as well as those works or studies supported by grants within the framework of the Agreement.

19.-In any written publication or public reference to works or studies carried out under the Agreement, as well as later works or studies related with these, authors must acknowledge that their work was developed with the support of the GNM and the FDS. The mention will be made in the following terms: *“This research (or work, or study) was supported by the Fundación Duques de Soria and the Georgian National Museum”*. Whenever the work has been included in the Official Co-operation Programme between the Republic of Georgia and the Kingdom of Spain, the following acknowledgement must be included: *“This research (or work, or study) was carried out under the Co-operation Programme between the Kingdom of Spain and the Republic of Georgia, and was supported by the Fundación Duques de Soria and the Georgian National Museum”*.

20.-Georgian beneficiaries of grants given by the FDS within the framework of the Agreement must be proposed by the GNM and will be subject to the grant terms and conditions laid down by the FDS. The proposal must be accompanied by a *curriculum vitae* and a description of the work or studies that are to be carried out under the grant.

21.-Spanish participants in exchange programmes under the Agreement will receive, on their arrival in Georgia, one or several initiation classes in the Georgian language and culture, organised by the GNM.

22.-Georgian participants in exchange programmes covered by the Agreement will receive in Georgia, before going to Spain, a short initiation course in the Spanish language and culture. This will be organised by the FDS in the GNM.

23.-The deadline for the submission (by e-mail) of those projects expected to start in 2006 closes at 12.00 midnight on June 1. The interested parties will be informed (by e-mail) of the final decision about these projects no later than 12.00 midnight on June 30. The deadline for the submission (by e-mail) of those projects expected to start in 2007 closes at 12.00 midnight on October 1. The interested parties will be informed (by e-mail) of the final decision about these projects no later than 12.00 midnight on December 20. Proposals submitted by Georgian nationals must be sent to [dlordkipanidze@museum.ge](mailto:dlordkipanidze@museum.ge), and those submitted by Spanish nationals must be sent to [fds@fds.es](mailto:fds@fds.es).

24.-The pre-selected projects will receive final approval after the directions that may be given by the GNM and the FDS have been accepted.

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