

INTERNATIONAL
SCIENCE AND TECHNOLOGY
CENTER
Luganskaya ulitsa, 9
PO Box 25, 115516 Moscow,
Russian Federation
Tel: (7-095) 321-4665
Fax: (7-095) 321-4744



МЕЖДУНАРОДНЫЙ
НАУЧНО-ТЕХНИЧЕСКИЙ
ЦЕНТР
Луганская улица, 9
А/Я 25, 115516 Москва,
Российская Федерация
Тел: (7-095) 321-4665
Факс: (7-095) 321-4744

CONDITIONS FOR APPROVAL OF PARTNER PROJECT PROPOSALS

- **Administrative Support:**

All Partner funders will contribute to the ISTC's administrative budget. Initially the amount will be a minimum of 5% of the total project cost. This amount is subject to annual review by the Governing Board. On a case-by-case basis, in-kind contributions or provision of staff to the Secretariat may be considered. A waiver may be requested by the Party sponsoring for government-funded projects, provided the government is already a Party to the Agreement and provides support to the Administrative budget.

- **Auditing and Monitoring:**

Article VIII of the ISTC Agreement and XVI of the ISTC Statute define Auditing and Monitoring of ISTC projects. These procedures allow audits and monitoring visits to be initiated by the ISTC Secretariat (or by a Party represented on the Governing Board for those projects it finances in whole or in part) to verify that activities carried out under ISTC auspices are consistent with the ISTC's objectives and with the project proposal approved by the ISTC Governing Board reflected in the project agreement. Auditing and Monitoring is a formal process and is initiated by advance notice to carry out on-site technical monitoring and financial audits of project activities. .

Partners are encouraged to work closely with the ISTC and Parties in the audit process and to share their observations and evaluations of the technical and financial management of the projects.

- **Transparency:**

The ISTC recognizes the need to protect business confidential and proprietary information. The ISTC, however, must have adequate information about all activities under its sponsorship to enable the Secretariat and the Governing Board to ascertain whether these are consistent with the ISTC's objectives. In this respect, participants in ISTC Partner activities will regularly share with the Secretariat any nonproprietary reports, publications, or other materials developed as a result of their activities.

The ISTC also welcomes any observations by Partners on the technical progress of a project or activity. Final project reports are required for all Center projects and will be based on the joint review of the Partner and the Center staff. A version of the final report suitable for open publication will be made available for all ISTC Partner activities.

- **Observance of ISTC Practices and Standards:**

The ISTC has developed a number of practices and standards that apply to Agreement implementation for budget preparation, procurement, grant payments, and payment schedules. These should be observed by Partners to the greatest extent possible, with deviations from established practices and standards being the exception, not the rule. These practices and standards will be reflected in the agreement entered into by the Partner, Recipient and the ISTC.