To: Executive Council

Please find attached the "IAI Policy Guidelines for Overheads and Salaries of Research Proposals" document. Items A thru E of this document were approved by the majority of EC members as indicated by the responses received (via fax) in this Directorate from: Federico Garcia Brum (Uruguay), Aristides Lorlesse (Panama), Antonio Mac Dowell (Brazil), Philip Enros/Gordon McBean (Canada) and Carlos Gay Garcia (Mexico).
As you recall at its III meeting is São José dos Campos, the EC established a working group (Mario Nuñez, Antonio Mac Dowell, Aristides Lorlesse, Pablo Lagos, Mike Hall and Ruben Lara) with the following objectives:

"1) To provide within 2 months with recommendations to the SAC to evaluate proposals (for ISP Round II). These recommendations must be approved by the EC via e-mail or fax.

2) To prepare a formal proposal outlining the criteria to be considered by the SAC in future project evaluations. This formal proposal should be submitted for approval at the next meeting of the EC and CoP in Cuba.
The Director is to lead this effort."

Actions taken since then were:

1) Meeting of the Working Group in São José dos Campos, March 1st and address of some preliminary considerations.

2) Paul Filmer, Ruben Lara and Armando Rabuffetti assembled these considerations along with preliminary recommendations made by SAC (January 15-18, Washington) into a draft proposal which was sent to the Working Group members on July 16, 1996.

3) Incorporating the suggestions made by members of the Working Group into the final proposal sent to the EC on August 1st, 1996.

Note that Canadian representatives supported items A through D of the document and suggested that item E could be discussed for approval at the September meetings.
Finally be informed that document (item A thru D) was given to the SAC members who met on August 8-9 in IAI Directorate to evaluate ISP Round II proposals. This document was used only as a guideline during the evaluation process because we should note that no indication on IAI salaries and overheads policy was included in the ISP announcement which was made on July 20, 1995.