

Support for the internationalisation of Ukrainian higher education institutions – continuing education programmes for administrators at Ukrainian higher education institutions in education and academic management (2019–2021)

Goal and purpose

The German Academic Exchange Service (DAAD) supports the project "Support for the internationalisation of Ukrainian higher education institutions", which funds the programme "Continuing education programmes for administrators at Ukrainian higher education institutions in education and academic management", with funds provided by the Federal Ministry of Education and Research (BMBWF).

The topic of internationalisation is of great importance for German higher education institutions and is also one of the core elements of the reform of higher education in the Ukraine. This programme is intended to intensify the internationalisation of German and Ukrainian higher education institutions through increased cooperation between higher education institutions. Furthermore, it contributes towards the effort to align the Ukrainian higher education and research environment more closely with European structures.

The aim of the programme series "**Continuing education programmes for administrators at Ukrainian higher education institutions in education and academic management**" is to provide initial or continued training to employees of Ukrainian higher education institutions in the areas of education and university management and internationalisation through participation in corresponding courses at German higher education institutions.

The support is primarily intended to:

- teach the Ukrainian participants skills in the key aspects of internationalisation and higher education administration.

The training courses are to be taken alongside career, so that the administrators at higher education institutions can apply the skills they have learned directly at the Ukrainian higher education institution.

Eligible measures

The following in particular can be funded:

- Development and execution of a training programme in the area of education and university management for Ukrainian administrators at higher education institutions
- Mobility and visits of Ukrainian administrators at higher education institutions for the purpose of participating in further education
- Mobility of German educators to the Ukraine for continuing education measures and for the purpose of project organisation

Grant expenditure eligible

All expenditure necessary and suitable for implementing the project (implementation of the measures) is eligible for funding. These include in particular:

Personnel resources for conducting and supervising the project

Personnel in Germany

- Academic staff
- Academic assistants
- Student assistants
- Other employees

Personnel expenditure covers gross employer remuneration. Special annual payments are only eligible for funding in the approval period and only if the date of payment is within this period.

Material resources

- **Fees**

Reasonable fees for external experts/trainers/lecturers (no staff of the grant recipient)

- Only the fee rates of the DAAD fee schedule (**Appendix 4 “DAAD fee schedule”**) shall apply

Expenditure for travel and lodging can be claimed in addition to the fees according to the BRKG (German Travel Expenses Act) upon submission of receipts. Contrary to the BRKG, only second class train journeys and economy class flights can be claimed.

- **Mobility of project personnel**

Expenditure for train journeys and flights must be claimed according to the German Travel Expenses Act (BRKG). The BRKG applies with the following restriction: only second-class train journeys (irrespective of duration) and economy-class flights can be claimed.

- **Project staff stays**

For expenditure of staff of the grant recipient, the BRKG applies analogously.

- **Material resources in Germany/abroad**

- Consumables
- External services (e.g. IT consulting/support, legal consulting services, catering, bus transportation companies)
- Facility rental fee (rent for conference and event venues including conference technology)
- Printing/publications/advertising and public relations work (e.g. internet presence, brochures, academic publications)
- Other (e.g. entry fees, teaching materials, professional and cultural supporting programme/excursions)

Note:

Procurement and production of items that are part of basic equipment are not eligible for funding.

Funded individuals

Ukrainian scholarship holders

- **Mobility (from the Ukraine to Germany and back)**

For each visit to Germany a country-specific flat-rate travel allowance of 700 euros (includes any expenditure for transport to and from the airport, taxes, visa and other fees).

- **Stay in Germany**

Status	Daily rate up to 22 days (euro)	Monthly rate up to 3 months (euro)	Daily rate Following month (euro)
Administrators of middle management level at higher education institutions	96	2,150	72
Management staff at higher education institutions including deans, department heads, managing directors	103	2,300	77

- **Mobility in the Ukraine**

As part of necessary education measures in the Ukraine, expenditure for the Ukrainian participants for travel (including lodging) to the seminar location can be claimed under the principles of economic efficiency and frugality and upon submission of receipts for the duration of the training course. The BRKG can be consulted for orientation.

Type of financing

Support will be provided as full financing.

Funding period

The funding period begins on **01/10/2019** and ends on **30/09/2021**.

Grant level

The maximum amount of DAAD grant is not to exceed the sum of 300,000 euros, i.e. 150,000 euros per budget year.

Target group

Administrators of Ukrainian higher education institutions.

Eligible applicants

State or state-approved German higher education institutions are eligible for application.

Submission of applications

The application for project funding must be completed in full and submitted by the stipulated deadline exclusively via the DAAD portal (<https://portal.daad.de/irj/portal>).

Application requirements
Application documents relevant for the selection process

- Project application (in DAAD portal)
- Financing plan (in DAAD portal)
- Project description (**Appendix 1**) with comprehensive concept and detailed measures plan as well as expected results and illustration of any existing Ukraine expertise (appendix type: project description)
- Project description Short version (**Appendix 2**) (appendix type: project description)
- Presentation of qualifications of assigned staff (appendix type: programme-specific appendices)

The above application documents relevant for selection (mandatory documents) are to be named in accordance with the specifications and submitted under the listed appendix type before the application deadline.

After the application deadline, the DAAD will neither request any documents nor take into account any additionally supplied documents or changes, including in the financing plan. Incomplete applications will be excluded from the selection procedure.

Application deadline

The application deadline is **28/06/2019**.

Selection procedure

A selection committee appointed by the DAAD will decide on the applications for project funding.

Selection criteria

- Plausibility of project description and financing plan
- Plausibility of Ukraine expertise
- Concept for recruiting participants
- Sustainability

Application procedure for participants**Application by participants of the training events**

The training courses are offered only for participants who have been working at the same Ukrainian higher education institution for at least 12 months at the time of application. Continued employment during the training course is a requirement. An approved work release of the participants by the Ukrainian higher education institution for the attendance phases must be presented at the time of application. The participants should be selected according to professional or personal aptitude.

The selection criteria must be explained in the project description and documented in the selection.

The individual further education courses must be publicised or advertised in a suitable manner. After successful participation, the participants must be issued a **Certificate of completion**. The support from the BMBF and the DAAD must be acknowledged in writing in the appropriate places and with the respective logo.

Contact

Deutscher Akademischer Austauschdienst
German Academic Exchange Service
Section P23 – Cooperation Projects in Europe, South Caucasus, Central Asia
Kennedyallee 50
53175 Bonn, Germany

Contact person:
Diana Scherer
E-mail: scherer@daad.de
Telephone: +49 228 882 403

Appendices

1. Project description Continuing education programmes for administrators of Ukrainian higher education institutions in education and academic management
2. Project description (short version)
3. Notes on completing the financing plan
4. Fee schedule (national and international)
5. Supporting statement by the university administration

Funded by:



Federal Ministry
of Education
and Research