

## Eligible expenses / funding rates

### 1. Human resources for project implementation and support

#### 1.1 National personnel

- Academic staff pursuant to TVöD
- Student and academic assistants
- Other staff (non-academic staff, e.g. project coordinators)

#### 1.2 Personnel abroad

- Academic staff
- Student and academic assistants
- Other staff (non-academic staff, including project coordinators)

The amount of expenses should coincide with the respective remuneration customary for the location. Personnel expenses include the employer gross remuneration. Annual bonuses are only eligible for the approval period and only insofar as the date of payment falls therein.

### 2. Material resources

#### 2.1 Fees

- Up to 250 euros/day for external lecturers (no personnel from the applying higher education institution or national partner higher education institutions or those abroad, and no participating alumni)

#### 2.2 Mobility and residence of project personnel

- Expenses for mobility (from the higher education institution's site to the event's location) and residence for project personnel of the applying German higher education institution and/or consortia of the German higher education institutions involved pursuant to the German Travel Expenses Act (BRKG), rail journeys in economy class, flights in economy class

#### 2.3 Material resources national/abroad

- Material expenses abroad and in Germany for the organisation of workshops, seminars and other academic events (specialist books, teaching and educational materials, printing and copying, CDs, etc.) including material expenses for the organisation of a specialist and cultural supporting programme (excursions, museum visits, etc.) Participant's transport can be reimbursed, catering to be paid with a daily allowance

- Material expenses abroad and in Germany for the fulfilment of network administrative tasks (consumables), as well as the organisation of meetings, which, for example, serve the project planning or even scholarship selections
- For improved partner higher education institution facilities abroad, small devices can be appropriately acquired within the framework of networking. A prerequisite for this is that subsequent costs of such facilities can be demonstrably covered. At the German locations, the acquisition of small devices is likewise applicable within an appropriate framework. This option should, however, only be used in moderation
- Print/publication/advertising and public relations (expenses for flyers, brochures, placards, etc., online areas (e.g. development, facilitating and maintenance of communication and study platforms, internet presence, e-journals, online libraries))
- External services (pursuant to tender)
- Teaching and study materials, textbooks, teaching books and specialist books, specialist media, etc.
- Software, licences
- Expenses for visa fees
- Necessary vaccinations, as well as malaria prophylaxis
- Fees for transferring money abroad
- Contribution to health insurance

### 3. Subsidised individuals

#### 3.1 Guest professorship for academics from developing countries (from 3 to maximum 24 months)

The DAAD is to be informed through reports about the selection process of guest professorships. Other regulations for the selection of subsidised individuals can be found in the subsidy framework.

- Subsidising monthly gross pay
- The professor receives a salary, therefore an allowance in the form of a family allowance is not granted
- Reimbursement of travel costs for family members (spouse and/or minors)

#### 3.2 Mobility

- **Mobility Germany - DAC country**

Expenses for travel can be claimed in accordance with the cost-effective and economic principles with evidence.

- **Mobility within German or DAC countries and South-South mobility**

Expenses for subsidised individuals and third parties for travel can be claimed in accordance with the cost-effective and economic principles with evidence.

#### 3.3 Short-term residence of foreign and German students, PhD students and academics up to 3 months

Expenses for residence for subsidised individuals and third parties at events, which are organised and implemented by the German higher education institutions in Germany or by partner higher education institutions abroad (e.g. conferences, workshops, seminars, etc.) can be claimed in accordance with the cost-effective and economic principles with evidence.

<b>Residence of foreign subsidised individuals in Germany (South-North)</b>	<b>Monthly rate from 23<sup>rd</sup> day</b>
Professors (full professor, reader, senior lecturer)	2,300 euros
Academics, university lecturers, assistants, senior administrative officers (junior lecturer, lecturer)	2,150 euros
Post-docs	2,000 euros
Doctoral students / academics	1,200 euros
Graduates and Masters students	850 euros
Students	750 euros

<b>Residence for German subsidised individual in the target country including South-South exchange</b>	<b>Monthly rate from 23<sup>rd</sup> day</b>
Graduated academics and professors	2,000 euros
Doctoral students, academics, university lecturers, assistants, etc. (in each case with a Masters qualification or equivalent)	1,525 euros
Masters students/graduates with a Bachelor qualification	975 euros
Students	900 euros

Health insurance can be subsidised with a contribution of 145 euros/month.

### **3.4 Long-term scholarships from 3 months for foreign students, doctoral students and young academics (post-doc)**

#### **3.4.1 Information for the selection of long-term scholarships:**

The provisions regulated in the data sheet for the selection of subsidised individuals apply. When selecting long-term scholarships you should also consider: Only people from developing countries can be supported in this way. There is no age restriction for scholarships for study purposes. For scholarship holders for postgraduate programmes (generally Masters studies or further education studies), as well as for doctoral scholarships, it is also applicable that the last concluded qualification cannot be more than 6 years ago at the point of application. If the doctoral project has already begun prior to the beginning of the subsidy, this should not have begun more than three years prior to application. For the application of young academics (post-doc), the doctorate should generally not be more than two years old at the point of application. At the point of application, the applicant should not have been residing in the Federal Republic for more than 15 months. This is however, not applicable to foreigners, who have entered the Federal Republic within the framework of a degree course, a doctorate or other academic work and, due to this, have already resided in Germany for longer. Likewise, people excluded from this regulation are those with recognised refugee

status. With the signature of the beneficiary via the use of expenditure funds in numerical proof it is also confirmed that the subsidised individual of the project fulfils the prefixed prerequisites.

### **3.4.2 Information regarding the implementation and development of long-term scholarships:**

For doctoral students a maximum funding period of four years applies. For students a maximum funding period of two years applies. For young academics (post-doc) a maximum funding period of two years applies. The project leader is responsible for the development of scholarships and the support of scholarship holders (for example, with regard to processes such as obtaining visas, residence permits, health insurances among other things, etc.). A note regarding the health insurance can be found in Annex 1.2. Scholarships for students, doctoral students and young academics (post-doc) in project funding are budgeted within the framework of allowance. Monthly basic services can be increased with additional outputs.

The principle of equal treatment applies to all scholarship holders within the project.

### **3.4.3 Basic services:**

The basic services are to be awarded to all subsidised individuals (only family allowances, where applicable).

### **3.4.4 Monthly scholarship instalments:**

Minimum instalment: 400 euros.

Maximum instalment (=standard payment for DAAD scholarship holders):

- 850 euros for graduates (Masters degree course)
- 1200 euros for doctoral students and young academics (post-doc)

When determining the instalment amount, please observe the following advice:

A deviation from the DAAD standard payments in terms of a decrease should only be considered if, for example, due to the restricted target audience of a project it is apparent that potential, subsidised individuals are not being excluded on economical grounds: prerequisite for the issuance of visa and/or residence permit is the proof for securing a means of subsistence. For this, an amount of 735 euros (incl. health and care insurance) is required per month. In projects with a developmental policy objective or with a priority objective of support for the best, the standard instalment should be selected.

Monthly contribution to a health, accident and private care insurance: up to 145 euros per month.

### **3.4.5 Monthly family allowances (with a funding period of more than 6 months):**

- Accompanying spouses and/or registered civil partner: 276 euros

### **3.4.6 Accompanying children:**

- 194 euros in each case for the first and second child
- 200 euros for the third child
- 225 euros for each additional child (**unless** the scholarship holder receives state child benefit)

### **3.4.7 Annual flat-rate allowances (with a funding period of more than 6 months):**

Subsidised individuals from countries on the DAC list:

- 1<sup>st</sup> to 3<sup>rd</sup> funding year: 460 euros each
- further possible years: 230 euros each

Subsidised individuals from all other countries:

- 1<sup>st</sup> to 3<sup>rd</sup> funding year: 260 euros each
- further possible years: 130 euros each