

## **Appendix 1 – Grant expenditure eligible in the programme Higher Education Dialogue with the Muslim World for first-time applications (2021) and follow-up applications (2021-2022)**

### **1. Personnel resources for conducting and supervising the project**

#### **1.1. Staff in Germany**

- Research associates
- Academic assistants
- Student assistants
- Other employees

#### **1.2. Staff abroad**

- Research associates
- Academic assistants
- Student assistants
- Other employees

Personnel expenditure must always be necessary and appropriate. The provisions of the Collective Wage Agreement for Public Service (TVöD) may be taken as a benchmark for assessing suitability; the respective work must correspond to the classification. With regard to the suitability of personnel expenditure outside Germany, local rates for comparable work should be taken into account.

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.

### **2. Material resources**

#### **2.1. Fees**

For external professionals (not personnel of the grant recipient) in Germany and in the target region (e.g. for lecturing, guidance, moderating, running a workshop, translating, interpreting, etc.).

In Germany, the standard fee rates (maximum rates) stipulated in the DAAD table of fees apply (see Appendix 2: DAAD table of fees). Outside Germany, fee rates I and II in the DAAD table of fees may be applied for German experts.

With regard to the appropriate level of fees for international experts abroad (in the region) and in third countries, local rates for comparable work should be taken into account.

In addition to the fees, expenditure for the travel and lodging of lecturers (experts/trainers) can be claimed in accordance with the German Travel Expenses Act (BRKG/ BRKG) upon submission of receipts. The BRKG/LRKG applies with the following restriction: only second-class train journeys (irrespective of duration) and economy-class flights.

#### **2.2. Mobility and visits by personnel of the grant recipient (German higher education institution) and personnel of the recipient of a forwarded grant (German higher education institution) in Germany**

Expense claims for mobility (train journeys and flights: second-class rail tickets, economy-class flights) and visits (daily allowance and accommodation allowance) must be made in accordance with the German Federal Travel Expenses Act (LRKG).

#### **2.3. Mobility and visits by personnel from the partner country (personnel outside Germany)**

A country-specific mobility lump sum may be claimed for travel from the home country to Germany and back (see Point 3.1.).

Living allowances may be claimed for academics from partner countries who visit Germany (see Point 3.2.3).

Expense claims for mobility and visits within the partner country or third countries may be made in accordance with the principles of economic efficiency and frugality upon submission of receipts.

**2.4. Material resources in Germany/abroad**

- Consumer goods (e.g. office supplies for workshops, conferences, events, etc.)
- Economic goods (e.g. equipment, library resources for partner institutes in target countries, **but not in Germany**)
- Printing/publications/advertising and public relations (e.g. flyers, advertising posters, etc.)
- Other  
Expenditures for planning, implementing and following up on events, e.g. telephone costs, printing and copying costs, consumer goods, books and any necessary equipment (**no tips, gifts, inventory for German higher education institutions**)

**3. Funded individuals**

**3.1. Mobility lump sums for students, graduates, doctoral candidates and academics holding a PhD**

The mobility lump sum can be claimed by proving that the visit took place (e.g. by means of the participant list at the venue or the boarding pass/train ticket).

The days of arrival and departure are counted together as one day. Other travel allowance lump sums on request.

**Lump sums for travel expenses to the target region and to Germany (including taxes, visas and other fees as well as vaccination costs) in euros**

Country	Outward and return journey	
	German students, graduates, doctoral candidates; students, graduates, doctoral candidates and academics holding a PhD from the partner countries	German academics holding a PhD
Egypt	775	950
Algeria	725	825
Indonesia	1,300	1,600
Iraq	775	950
Iran	850	1,050
Israel	650	800
Jordan	900	1,125
Kazakhstan	825	1,000
Qatar	1,100	1,350
Kyrgyzstan	725	900
Kuwait	675	825
Lebanon	875	1,100
Libya	3,625	4,475

Malaysia	1,375	1,700
Morocco	1,100	1,350
Nigeria	1,200	1,475
Oman	1,000	1,225
Pakistan	1,175	1,450
Palestinian territories	650	800
Saudi Arabia	825	1,025
Tajikistan	900	1,125
Tunisia	600	725
Turkey	600	725
Turkmenistan	1,200	1,500
Uzbekistan	975	1,200
United Arab Emirates	1,575	1,925

Mobility expenses for funded individuals and third parties (natural persons) within Germany or within the partner countries or third countries may be claimed in accordance with the principles of economic efficiency and frugality upon submission of receipts.

### 3.2. Living allowances

The living allowance can be claimed by proving that the visit took place (e.g. by means of the participant list at the venue or the hotel invoice).

The following applies when calculating a living allowance:

Duration	Expenses claim
Up to 22 days	Number of days x higher daily rate
From the 23rd day onwards	Monthly allowance
One month	Monthly allowance
Following months if the visit is shorter than one month	Number of days x daily rate

#### 3.2.1. Living allowance for German students, graduates, doctoral candidates by target country

##### Living allowance for German students, graduates, doctoral candidates (in EUR)

Country	Students, graduates			Doctoral candidates		
	Monthly allowance	Daily rate	Higher daily rate	Monthly allowance	Daily rate	Higher daily rate
Egypt	1,025	34	46	1,450	48	65
Algeria	1,150	38	52	1,600	53	72
Indonesia	1,150	38	52	1,600	53	72
Iraq	1,150	38	52	1,600	53	72
Iran	1,150	38	52	1,600	53	72
Israel	1,325	44	60	1,825	61	82
Jordan	1,150	38	52	1,600	53	72

Kazakhstan	1,150	38	52	1,600	53	72
Qatar	1,150	38	52	1,600	53	72
Kyrgyzstan	1,150	38	52	1,600	53	72
Kuwait	1,150	38	52	1,600	53	72
Lebanon	1,150	38	52	1,600	53	72
Libya	1,325	44	60	1,825	61	82
Malaysia	1,150	38	52	1,600	53	72
Morocco	1,150	38	52	1,600	53	72
Nigeria	1,275	43	57	1,750	58	79
Oman	1,150	38	52	1,600	53	72
Pakistan	1,150	38	52	1,600	53	72
Palestinian territories	1,325	44	60	1,825	61	82
Saudi Arabia	1,150	38	52	1,600	53	72
Tajikistan	1,150	38	52	1,600	53	72
Tunisia	1,075	36	48	1,500	50	68
Turkey	1,100	37	50	1,550	52	70
Turkmenistan	1,150	38	52	1,600	53	72
Uzbekistan	1,150	38	52	1,600	53	72
United Arab Emirates	1,150	38	52	1,600	53	72

### 3.2.2. Visits to partner countries by German academics holding a PhD as part of short-term measures

Living expenses in partner countries for German academics holding a PhD may be claimed in accordance with the principles of economic efficiency and frugality upon submission of receipts (the German Federal Travel Expenses Act, BRKG, may be used to assess the economic efficiency and frugality of expenditure).

### 3.2.3. Living allowance in Germany for students, graduates, doctoral candidates and academics holding a PhD from the partner countries

Allowances for students, graduates, doctoral candidates and academics from the partner countries (in EUR)

Status	Monthly allowance	Daily rate	Higher daily rate
Students	750	25	34
Graduates	850	28	38
Doctoral candidates, academics holding a PhD, licensed physicians	1,200	40	54
Postdocs, experienced academics, professors or academics in comparable positions	2,000	67	89

### 3.2.4. Visits to partner countries (including third-country visits) as part of short-term measures

Living expenses for funded individuals from partner countries and third parties (natural persons) may be claimed in accordance with the principles of economic efficiency and frugality upon submission of receipts (the German Federal Travel Expenses Act, BRKG, may be used to assess the efficiency and frugality of expenditure).

## 4. Other

### 4.1. International health insurance premiums

The living allowances should also be used to pay international health insurance premiums. The necessity of adequate insurance coverage must be pointed out to international guests. If it is not possible to take out international health insurance in the home country, the international participants should be insured by the German host or it should be made sure that they insure themselves promptly after arrival in Germany.

### 4.2. Subsistence payments

A subsistence payment of 10 euros per person per day of the event (not for the days of arrival and departure) can be requested for local participants (persons with their place of residence in the city in which the event or measure is held).