DAAD Deutscher Akademischer Austauschdienst
German Academic Exchange Service

International Programme Digital (IP Digital)
2020 – 2022

Objective and purpose	The German Academic Exchange Service (Deutscher Akademischer Austauschdienst – DAAD) is distributing funds provided by the German Federal Ministry of Education and Research (Bundesministerium für Bildung und Forschung – BMBF) to promote IP Digital.

The higher education sector is experiencing rapid transformation both in Germany and internationally. This global trend towards dynamic digitisation of higher education involves fundamental changes in academic systems and thus also in the range of courses on offer. Germany can only remain competitive as a location for study and academia if the internationally oriented, high quality digital courses offered at German higher education institutions are also extended to prospective international students in a conspicuous and timely manner. Digital study courses are characterised by their innovative didactic concept and are based among other things on high quality digital teaching/ learning content. They use digital media and teaching/ learning tools (applications, platforms, etc.) to enable interaction between students, peer learning and cross-cultural exchange. This involves the higher education institutions focusing in particular on cross-institutional processes and IT solutions which are based on (international) standards and assure interoperability. Only under these conditions can the courses offered by German higher education institutions remain globally attractive given increasing international competition for the brightest minds. This clear trend also accounts for the huge rise in demand for digital study courses whose wide array of integrated teaching/ learning formats provides the best possible support to students, whilst considering the participants' individual learning progress (learning analytics).

Higher education institutions must therefore be in a position to adapt to this rapid transformation and augment attendance studies and physical mobility with attractive, high quality digital study courses and thus diversify their overall course portfolio. International digital courses also allow access to new social groups that would previously have been excluded from studying at a higher education institution in Germany due to restrictions caused by financial and time factors or place of residence in the context of physical student mobility. Society and the higher education institutions have moreover experienced an additional digitisation push in the course of the COVID-19 pandemic. This will exert a significant impact on future forms of mobility for students and academics. In this respect, the digital transformation of study programmes offers an ideal starting point for bundling the many pre-existing measures and convert them into a structured format.

This programme is directed at higher education institutions which are in the process of digitising existing master courses within the context of an overall strategic orientation. It intends to provide impetus and create models for internationally compatible digitisation standards in higher education institutions. A connection with current project initiatives (e.g. KI-Campus, Digital Campus) is therefore explicitly desired. The study programmes to be developed should provide for phases in Germany in the form of a study visit, a summer school or an internship to achieve greater positive identification with Germany or a connection to Germany in the context of digital studies.

This programme also aims to enable higher education institutions to offer ongoing international master courses digitally as of winter semester 2021/22. It may involve one or more courses from the same higher education institution, but also courses that are to be jointly digitised and offered by one or more German or international higher education institutions.

In the long term, the programme aims to contribute to improving the international competitiveness of German higher education institutions by means of

quality assured digital opportunities and to exerting a positive influence on international mobility flows to Germany.

This results in the following programme objectives (outcomes):

- German higher education institutions (individually or in partnerships) offer internationally oriented digital study programmes (outcome 1).
- The competences and structural framework conditions for further digitisation of the participating higher education institutions are available and can be applied to develop further digital study courses (outcome 2).

The following results (outputs) based on the formulated programme objectives should be pursued as part of a project:

- Innovative, structured, internationally oriented study programmes based on digital teaching/ learning have been developed.
- Transparent descriptions of content, methods, workloads as well as support and examination scenarios are available for the digital teaching and learning formats.
- The digital teaching and learning formats are subject to internal quality management by the higher education institutions, describe a competence-based examination system and guarantee legal certainty.
- The creditability and/or equivalence of the academic performance to the existing attendance courses is given (equivalence check).
- Any developed course is based on a qualification framework.
- Concepts for establishing a connection to Germany and a student community are integrated into the study programme.
- The quality assured digital courses are internationally recognised and attractive.
- Experiences from the process of creating the digital study programmes are available to the community of higher education institutions.

Individual projects can focus on different aspects within the programme. While not every project has to contribute to all programme objectives, it is essential to make a contribution to the digitisation of internationally oriented study programmes (outcome 1). In addition, the projects are autonomous in formulating their objectives and strategies for achieving them; whereby the project objectives must be consistent with programme objectives.

The higher education institutions are accordingly required to develop their projects based on the programme's results framework and indicators, thus enabling them to formulate measurable project objectives and associated indicators. These must be presented in the application and project planning summary (for the detailed procedure see the guideline for results-oriented monitoring ("Handreichung zum wirkungsorientierten Monitoring " – only in German)).

Funding measures

The following measures for developing digital courses are eligible for funding:

- **Formulation and subsequent implementation of methodical didactic concepts relating to:**
  - Teaching/ learning concepts (e.g. synchronous and asynchronous virtual exchange formats, mobile learning scenarios, peer learning)
  - Mediation of campus, learning and everyday culture, including development of language skills
  - Enabling students to identify with Germany and the formation of an international student community
  - Support concepts (e.g. virtual mentoring, digital preparation services for international students)

- **Development of digital teaching/ learning materials and types of examination** (e.g. H5P content, e-(self) assessments)
- **Curricular adaptation of existing open educational resources** (OER)
- **Concepts for systematic use of adequate education technologies**
- **Development of evaluation and support measures** (learning analytics) which provide information on the knowledge and competences acquired by students.
- **Quality assurance** for the digital course (e.g. accreditation)
- **Implementation of coordination and working meetings** (e.g. workshops, online seminars)
- **Training courses** (e.g. train the trainer courses, online training)
- **Target group-specific marketing and public relations activities**
- **Project-specific adaptations to IT infrastructure** (e.g. access to and expansion of existing campus and learning management systems, common usage of e-learning tools and education technologies)
- **Support of administrative processes concerning student mobility in the case of cooperative courses** (e.g. coordinated and digitised recognition procedures, transparent module catalogues, data exchange by students). Cross-institutional solutions must be provided for the respective process steps. The relevant international and operative interoperability must also be assured.

| **Eligible grant expenditures** | All costs that are necessary and appropriate for project implementation (implementation of the measures) are eligible for funding. These include in particular: |

Personnel resources for project implementation and management
- Academic staff (e.g. project coordination, instructional designer)
- Research assistants
- Student assistants
- Other personnel (e.g. IT specialists)

Staff costs include the employer's gross salary. Annual bonus payments are only eligible for funding during the appropriation period and only insofar as the payment date is within this period.

In order to attract and retain IT specialists, special allowances permitted under collective bargaining law are eligible for funding.

Insofar as difficulties in employing student assistants for project-related administrative activities arise, applications may be submitted instead for expenditures on TV-L employees (salary group 8) if necessary.

Material resources
- Fees (e.g. for e-learning experts, freelance IT experts)

  Note:
  Expenditure on fees and services relating to external experts and developers should not exceed more than 50% of the grant amount.

- Mobility expenses for project staff
  Funding for travel and flight can be requested and claimed in accordance with the German Federal Travel Expenses Law (Bundesreisekostengesetz – BRKG) or State Travel Expenses Law (Landesreisekostengesetz – LRKG).

- Accommodation expenses for project staff
  Funding can be requested to cover the costs of accommodation (overnight accommodation and subsistence allowance) in accordance with BRKG/ LRKG.

- Material resources

- Consumable good (e.g. office supplies)
- Assets (e.g. hardware such as laptops, interactive displays)

  Note:
  Expenditure on project-related IT equipment that is eligible for funding is limited to a maximum of 10,000 euros (for hardware) and a maximum of 20,000 euros (for software).

- Space rental (rent for meeting rooms, offices, etc.)
- Printing/ publications/ advertising and public relations activities (e.g. social media, newsletter, flyers)
- External services (e.g. IT support, legal advice in the fields of data protection and copyright law)
  Other expenses (e.g. software licenses, participation fees, expenses in relation to the accreditation procedure)

Note:
The higher education institution must provide the basic IT infrastructure (IT systems, maintenance, technical support).

Funding type

Funding is provided in the form of fixed amount finance.

Fixed amount finance means that the grant recipient's total expenditure for the project is higher than the grant. It is therefore expected that the applicant will contribute own resources to the project. The total expenditure and thus also the own resources must be set out in the form template "Explanation of total funding" („Erläuterung der Gesamtfinanzierung" – only in German, see Application documents relevant for selection).

Funding period

The funding period begins at the earliest on 01 November 2020 and ends at the latest on 31 December 2022.

Grant amount

The amount of funding depends on the requirements formulated in the digitisation concepts (project application).

Discipline(s)

The programme is open to all disciplines and subject areas.

Target groups

German and international master's students

Eligible applicants

Public and state-accredited German higher education institutions are eligible to apply for funding.

Application

The application for project funding must exclusively be submitted complete and on time via the DAAD online portal (www.mydaad.de).

Application requirements

Master programmes which are internationally in demand must already have been successfully implemented. There must be proof of at least two graduation years, each of which demonstrates a minimum proportion of 25 percent international students.

Application documents relevant for selection
- Project application (available on the DAAD portal)
- Financing plan (available on the DAAD portal)
- Project description (attachment type: Project description)
- Project planning overview (attachment type: Programme-specific attachments)
- Explanation of total funding (attachment type: Supplementary financial information)

The application documents relevant for selection must be named according to the guidelines and submitted under the specified attachment type prior to the application deadline.

No subsequent submissions and amendments, including amendments to the financing plan, will be considered after the application deadline. Incomplete applications will be excluded from the selection process.

Application deadline

The application deadline is **22 September 2020**.

Selection process

Selection of applications for project funding

DAAD will base its funding decision on the evaluation of the applications by a selection committee.

Selection criteria:
- Correspondence of the project to the programme objectives (according to the results framework) and the results-oriented planning using indicators that meet the SMART criteria.
- Overall didactic and organisational concept and its embedding into the higher education institution's digitisation and internationalisation strategy.
- Quality of the teaching and learning formats with particular regard to the provision of content (timing, access, quality criteria for preparation) and the transparent description of the content, methods and study times.
- (Media) didactic concept with special attention to a coherent concept for establishing a connection of students to Germany.
- Presentation of the qualification framework and the standard of competence the programme strives to achieve.
- Overall assessment of the underlying international programme (also regarding formal aspects as well as course contents, student numbers, graduate numbers, etc.).
- Cross-institutional applicability or usage of platforms, interoperability and recourse to standards.
- Potential of the digital programme for realisation and continuation (with particular attention to an appropriate use of resources).
- Scaling potential of the technical (media-related) and pedagogical solutions as well as the digital tools both into the own higher education institution and into other higher education institutions.

Contact person

Deutscher Akademischer Austauschdienst
German Academic Exchange Service
P44 – Digitalisation for Internationalisation, Universities of Applied Sciences
Kennedyallee 50
53175 Bonn, Germany

E-mail: ip-digital@daad.de

Samira Herb-Cless
Monday to Friday afternoons
Phone: +49 228 882 4534

Steffen Puhe
Phone: +49 228 882 8137

Important Information and form templates

- Form template – Project description
- Guideline for results-oriented monitoring
- Form template – Project planning overview
- Form template – Explanation of total funding

- Information on mobility with disability or chronic illness

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für Bildung
und Forschung