

Attachment 3:**Eligible expenditure**

All costs that are necessary for project implementation (implementation of the measures/activities) are eligible for funding. This includes in particular:

Personnel resources for project implementation and support (at the German partner institute only)

- Academic staff member for project coordination (up to 0.5 FTE, PG13)
- Further staff (0.25 FTE, PG8)

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

Material resources

- Fees for external experts, e.g. for specialist conferences (not for employees/staff of the grant recipient) (see **Attachment 2**)
Expenditure for trips and accommodation can be reimbursed in addition to the fee, in line with the principles of economic efficiency and frugality and based on supporting documents. Only 2nd class train trips (irrespective of their duration), only economy class flights.
- Mobility costs for project staff (*the term project staff refers to individuals who are in an employment relationship with the grant recipient*)
Travel and flight expenses can be submitted and claimed according to the relevant laws (BRKG/LRKG).
- Stays of project staff
Expenditure for accommodation and meals can be applied for and claimed according to the applicable laws (BRKG/LRKG).
- Equipment funding in Germany/outside Germany
 - Consumables
(communication, printing and photocopying, office supplies for events, etc)
 - Non-consumables
(computers, webcams, headsets, etc)
 - Room rental
(rent for conference rooms, etc)
 - Printing/publications/advertising and public relations
(flyers, brochures, posters, scientific publications, etc)
 - External services
(companies that are commissioned to provide services or procurement services, such as coach companies, IT support, etc)
 - Other costs
(teaching materials, software licences, etc)

Travel expenses for funded individuals

PhD/postdoc scholarships at the AIMS Rwanda Research Chair, short-term scholarships in Germany and Rwanda

- **Mobility grant** for PhD scholarship holders and postdocs at the AIMS Research Chair (Rwanda ↔ Germany, inbound and outbound travel): one-off allowance of **EUR 1,200**

Expenditure for travelling to and from the AIMS Centre Rwanda from their place of residence in Africa at the start and end of the scholarship period can be claimed in line with the principles of economic efficiency and frugality.

- **Mobility grant** for students, doctoral candidates, postdocs, academics holding a PhD and lecturers (short-term scholarships in Rwanda or Germany, inbound and outbound travel): one-off allowance of **EUR 1,200** (for personnel of the grant recipient, please refer to the material resources section: mobility costs for project staff).
 - The mobility grant should be specified in the context of the scholarship agreement or scholarship confirmation.

Note:

The mobility grant settles all costs in the context of the trip (e.g. for visa, vaccinations, excess luggage, luggage insurance).

Short stays for teaching and events (up to 1 month)

- **Mobility allowances for short stays in Germany** for students, PhD students, postdocs, experienced researchers of the AIMS Centres (inbound and outbound travel): one-off allowance of **EUR 1,200**
- **Mobility allowances for short stays in Rwanda** for students, doctoral candidates, postdocs, academics holding a PhD and other third parties from Germany: one-off allowance of **EUR 1,200** (for personnel of the grant recipient, please refer to the material resources section: mobility costs for project staff)
- **Mobility allowances for travel from Germany to another AIMS Centre** for students and third parties:

Country	One-off mobility allowance (EUR)
Ghana	1,125
Cameroon	1,525
Senegal	1,025
South Africa	1,550

- The **mobility allowances** arise with the first day of the trip and must be evidenced using a participant list signed by the participants. The mobility allowances cover all costs in the context of the trip (this includes travel and flights as well as expenditure for visa, vaccinations, excess luggage, luggage insurance etc).
- **Expenditure for travel within Africa (South-South exchange)** can be claimed in line with the principles of economic efficiency and frugality.

Stays of funded individuals

PhD/postdoc scholarships at the AIMS Rwanda Research Chair

- **Residence grants for PhD scholarship holders** in Rwanda of EUR 1,325 per month (scholarship period of usually 3 years)

If foreign **PhD scholarship holders** visit Germany for up to 5 months during the scholarship period, they will receive EUR 1,200 per month during this time.

- The residence grant and expenditure for **study fees** – provided that it can be verified that study fees are due – must be specified in the scholarship agreement or scholarship confirmation.
- Expenditure for **health insurance** can be claimed in line with the principles of economic efficiency and frugality.

- **Residence grants for postdocs** in Rwanda of EUR 1,850 per month (scholarship period of usually 2 years)

If foreign **postdocs** visit Germany for up to 5 months during the scholarship period, they will receive EUR 2,000 per month during this time.

- The residence grant should be specified in the context of the scholarship agreement or scholarship confirmation.
- Expenditure for **health insurance** can be claimed in line with the principles of economic efficiency and frugality

Short-term scholarships in Germany and Rwanda (1 to 5 months)

- **Residence grant in Germany** for

Students		Doctoral candidates		Academics holding a PhD Postdocs Lecturers	
Monthly rate (EUR)	Daily rate in the following month (EUR)	Monthly rate (EUR)	Daily rate in the following month (EUR)	Monthly rate (EUR)	Daily rate in the following month (EUR)
861	29	1,200	40	2,000	67

- The residence grant should be specified in the context of the scholarship agreement or scholarship confirmation.
- Expenditure for **health insurance** can be claimed in line with the principles of economic efficiency and frugality.

Note:

Group insurance is available via the DAAD for the stay in Germany.

- **Residence grant in Rwanda**

Students		Doctoral candidates		Academics holding a PhD, postdocs, lecturers
Monthly rate (EUR)	Daily rate in the following month (EUR)	Monthly rate (EUR)	Daily rate in the following month (EUR)	Expenditure for the stay can be claimed in line with the principles of economic efficiency and frugality
1,325	44	1,850	62	

- The residence grant should be specified in the context of the scholarship agreement or scholarship confirmation.
- Expenditure for **health insurance** can be claimed in line with the principles of economic efficiency and frugality.

Short stays in Germany for events and teaching (up to 1 month)

- **Residence allowances in Germany**

Status	Daily rate (stays of up to 22 days) (EUR)	Monthly rate (EUR)
Students	39	861
PhD students	54	1,200
Academics holding a PhD, postdocs, lecturers	90	2,000
Experienced researchers (comparable to lecturers qualified to teach at professorial level)	97	2,150

- The accommodation allowance (for the entire stay) arises on the first day of the stay and must be evidenced using a participant list signed by the participants. The accommodation allowance settles the expenditure for accommodation and meals as well as for accident and indemnity insurance.
- Expenditure for **health insurance** can be claimed in line with the principles of economic efficiency and frugality.

Note:

Group insurance is available via the DAAD for the stay in Germany.

Short stays in Rwanda for teaching and events (up to 1 month)

- An **accommodation allowance** can be applied for and claimed for **short stays of students and third parties from Germany**: EUR 60 per day up to day 22, or a monthly allowance of EUR 1,325 for stays of 23 or more days.
- **Expenditure for stays of academics holding a PhD, postdocs and lecturers** can be claimed in line with the principles of economic efficiency and frugality (for personnel of the grant recipient, please refer to the material resources section: residence of project staff).

Short stay of students and third parties from Germany at another AIMS Centre (up to 1 month)

- The following **accommodation allowances** can be applied for **short stays of students and third parties** staying at another AIMS Centre

Country	Daily rate (stays of up to 22 days) (EUR)	Monthly rate (EUR)
Ghana	57	1,275
Cameroon	57	1,275
Senegal	60	1,325
South Africa	51	1,125

- The accommodation allowance (for the entire stay) arises on the first day of the stay and must be evidenced using a participant list signed by the participants. The accommodation allowance settles the expenditure for accommodation and meals as well as for accident and indemnity insurance.
- Expenditure for **health insurance** can be claimed in line with the principles of economic efficiency and frugality.

Short stay of students and third parties from Rwanda at another AIMS Centre (up to 1 month)

Expenditure for stays in the context of **South-South exchange** can be claimed in line with the principles of economic efficiency and frugality.

The arrival and departure day are each considered a separate day.