



FAQ on the call for applications in the programme “Ukraine digital”

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1. Questions on the programme's content

- **What options are there for involving Ukrainian scientists/researchers and lecturers in the project?**

Involving Ukrainian scientists/researchers and lecturers who are in Germany or other European countries gives them the opportunity to continue teaching virtually at their home university. Thus, teaching in the national language can also take place from abroad. Ukrainian scientists/researchers and lecturers can be involved in the project in three ways:

 - 1) Employment as project staff at the German higher education institution, following binding law in the areas of residency and employment.
 - 2) Award of an accommodation scholarship for research purposes at the German higher education institution. The scholarship *must not entail any obligation* to teach, but the scholars may offer teaching from Germany at their own discretion.
 - 3) Fees for lectureships in Germany or other European countries to implement virtual teaching.

- **Which conditions must be met to employ Ukrainian (teaching) personnel as project staff in Germany within the funding?**

An appropriate residence status and a work permit are required. If these requirements are not met, the award of an accommodation scholarship for research purposes may be considered.

- **Does "Ukrainian" students, doctoral candidates, scientists/researchers and lecturers of higher education institutions refer to nationality or to affiliation with a Ukrainian higher education institution?**

Ukrainian nationality is crucial for eligibility. This means, Ukrainian students and doctoral candidates enrolled in a Ukrainian higher education institution but on a stay abroad in Germany at the outbreak of war (credit mobility) and now unable to continue their studies in Ukraine are also eligible. Funding for third country nationals is not possible in this programme.

- **What does "Informal confirmation from a representative of the Ukrainian higher education institution(s) regarding the need for the courses and measures offered" mean and who is allowed to issue it?**

The aim of the programme is the continuation of Ukrainian study programmes. Therefore the contact to at least one Ukrainian higher education institution is important. The written confirmation of the Ukrainian institution(s) proving the demand for the courses offered by the German institution serves this purpose. The confirmation can be informal (e.g. by e-mail) and does not have to be issued by the institution's management. For example, confirmation from the dean or the head of the study programme is sufficient. However, a professor's confirmation is not.

- **Online scholarships for study and training purposes for Ukrainian students and doctoral candidates in Ukraine must only be awarded "insofar as these are necessary for successful participation in the course or study programme, for example due to having fled within Ukraine". What does that mean?**

The awarding of online scholarships is specifically aimed at students who have fled within Ukraine as their circumstances warrant additional financial support to be able to continue studying. The applying German higher education institution confirms this within the application without separate proof.

- **Which groups can benefit from virtual and physical accompanying measures and support services (e.g. online German courses, tutor programmes) in Ukraine and Germany?**
The virtual and physical accompanying measures and support services can be offered to students and doctoral candidates.
- **Who counts as ‚student‘?**
The term ‚student‘ includes undergraduates (e.g. bachelor students) as well as graduate students (e.g. master students) and encompasses all disciplines. Post-graduate students are considered doctoral candidates and are eligible for funding as such.
- **Do the projects have to address all programme objectives stated in the call for applications?**
No, there is no obligation to address *all* programme objectives. However, the contribution to the programme objectives will be considered in the selection process. Particularly relevant are programme objectives 2 and 3.

2. General questions on the call for applications

- **Who is eligible to apply?**
Eligible applicants are public and state-accredited German higher education institutions. If you are applying for a medical faculty, please contact the responsible DAAD section at [ukraine-digital\[at\]daad.de](mailto:ukraine-digital[at]daad.de) to clarify the formal requirements before submitting your application.
- **Is it possible to submit more than one application per institution?**
Yes, submitting more than one application per institution is possible. Nevertheless, it is advisable to check if other projects are planned within the institution. Possible meaningful and target-oriented synergy effects can be outlined in the application.
- **Can a higher education institution apply for this programme if it is already funded in similar programmes (e.g. IVAC II, Shaping the digital future together: German-Ukrainian higher education institution collaborations)?**
Funding is possible if a clear separation between the current project(s) and the proposed project(s) is given. Please contact the responsible DAAD section at [ukraine-digital\[at\]daad.de](mailto:ukraine-digital[at]daad.de).
- **Can Ukrainian higher education institutions apply for this programme?**
No, only German higher education institutions can apply. However, the need for the courses and measures offered by the German institution must be confirmed by the involved Ukrainian institution(s). This is done within the application by an informal confirmation from a representative of at least one Ukrainian higher education institution.
- **How long should applications be?**
Please keep your applications as short as possible, but as long as necessary. No important information should be left out, enabling the evaluators to make their assessments on the basis of meaningful applications. Please consider the selection criteria as well as the page limits of certain application documents.

- **Which attachments must be submitted?**

The project description, the informal confirmation from a representative of the Ukrainian higher education institution(s), and the document of support for the project application by the leadership of the German higher education institution must be submitted. Please note that for some documents templates are made available with this call for applications.

- **Is the English translation of the call for applications legally binding?**

No, there is an English translation available in the annex section of the call for applications. However, the German call for application forms the binding legal basis for funding.

- **Can the application be submitted in English?**

Yes, a large part of the application documents are available in English. Please make sure that all information (also in the DAAD online portal), including all free-text fields and the financing plan, is submitted coherently in one language (German or English).

3. Possibilities for cooperation

- **Can multiple German higher education institutions submit a joint application?**

Yes, one higher education institution is the lead applicant and can forward funds to the German partners via a forwarding agreement. Please outline the modalities and or conditions of the forwarding agreement within the project description (for example in the segment “Explanations of the financing plan”)

- **How many Ukrainian partnering higher education institutions can be involved in the project?**

There is no limit to the number of Ukrainian cooperation partners. Most important is the project’s feasibility.

4. Finances and eligible measures

- **Can fees be paid to staff members of the partnering Ukrainian higher education institution?**

Yes (see first question in section 1). The fees paid to personnel of the partnering Ukrainian higher education institution(s) should be based on the usual remuneration at the place of residence. That means, a rate in the lower realm of the fee spectrum (see Programme Framework) may be appropriate.

- **Can fees be paid to staff of the German higher education institution?**

Yes, if virtual teaching is offered exclusively to the Ukrainian students and is not part of the staff’s teaching duties at their own university. In addition, the relevant form template must be submitted.

- **Do the fee rates apply to virtual and in-person measures?**

Yes, they apply to virtual teaching and virtual as well as in-person accompanying measures and support services.

- **What does “small equipment” (commodities) refer to?**

Small equipment refers to commodities with a production value or cost of acquisition of up to 800€ (VAT excluded).

5. (Physical) Mobility

- **What is the difference between scholarships and lump sums?**
Scholarships refer to longer-term funding for training, study, and research purposes with a duration of approximately one month or more for Ukrainian students, doctoral candidates, post-doctoral fellows, experienced scientists/researchers and professors.
Lump sums are eligible for short-term training measures of up to three weeks. They can only be granted for Ukrainian scientists/researchers and lecturers of higher education institutions.
- **Can scholarships and lump sums be awarded to the same person?**
No, lump sums and scholarships cannot be combined.
- **Are German students also eligible for funding?**
German students may only receive funding in the form of an employment as student assistants.
- **How long can the stay of students/lecturers in Germany for study or teaching purposes be funded?**
Stays can be funded until the end of the funding period (31st December 2022). A maximum of 3 weeks is possible for training measures.
- **How are arrival and departure days to be calculated for accommodation funding?**
Arrival and departure days are considered as one day each.
- **Do funds for mobilities and accommodation have to be applied for jointly?**
It is possible to only award accommodation scholarships (e.g. if Ukrainian students are already in Germany). If mobility scholarships are awarded, they must be disclosed as a benefit in the scholarship contract or scholarship notification.

6. Selection of projects

- **How will the project applications be selected and evaluated if the project can start as early as 1st June 2022?**
Applications can be submitted as of publication date until **20 June 2022** (CET). The selection by a selection committee will begin as soon as the applications are submitted.

7. DAAD online portal and technical support

- **Can the application be edited by more than one person in the DAAD online portal?**
The application can only be submitted from one account. Other users can only be linked to the application after it has been submitted.
- **When is the "Confirmation of Project Assistant(s)" form required?**
The form must be submitted when a project assistant files the application in the DAAD Portal on behalf of the project lead.
- **How do the roles of project lead and project assistant differ in the DAAD online portal?**
For technical reasons, each project has only one project lead. However, the number of project assistants is not limited.



All persons who coordinate the project or work on its content/administration should be registered as project assistant(s), as this is the only way to access the project and receive notifications in the DAAD online portal.

- **Who should be indicated as contact person in the application?**
Please indicate the person who is primarily responsible for the operational coordination of the project. In many cases, this is the project lead. Nevertheless, the role of contact person can also be assumed by other team members if, for example, the project lead is hardly involved operationally.
- **What can I do if I have technical problems with the DAAD Portal?**
If you have technical questions (e.g. software equipment, forgotten passwords), please contact the technical portal hotline on weekdays from 9 a.m. to 12 p.m. and from 2 p.m. to 4 p.m. at 0228/882-8888. You can also contact our colleagues by e-mail at [portal\[at\]daad.de](mailto:portal[at]daad.de).

8. Contact

Feel free to contact us if you have any further questions.

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This is an extended translation of the German FAQ list. Please note that the German call for applications forms the binding legal basis for applications in this programme.