



FUNDING FRAMEWORK

East-West Dialogue: Higher Education Dialogue with Western Balkan Countries 2023

PROGRAMME OBJECTIVES

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The German Academic Exchange Service (Deutscher Akademischer Austauschdienst - DAAD) is distributing funds provided by the German Foreign Office (Auswärtiges Amt – AA) for the programme ‘East-West Dialogue: Higher Education Dialogue with Western Balkan Countries’.

The programme contributes to a sustainable development of academic teaching and research, to promoting young academics, and to discipline-specific cross-border collaboration in the region. The funding programme therefore contributes to strengthening the civil society, to the development of democracy and to a reduction of ethical conflicts in the target region.

Partner countries

Partnerships should be formed with higher education institutions from the following countries: Albania, Bosnia and Herzegovina, Kosovo, Croatia, Macedonia, Montenegro and Serbia.

Higher education institutions, their staff and students from the following **other partner countries** may be additionally involved in the projects, however, the projects must not take place there: Bulgaria, Greece, Moldova, Romania, Slovenia, Turkey, Ukraine, Hungary.

Programme objective 1: Cross-border exchange and networking take place in the Western Balkan region and between German and foreign higher education institutions, students and young academics

Programme objective 2: Academic exchange and discipline-specific collaboration with regard to current academic and/or socio-political issues takes place

Programme objective 3: Civil-society actors are involved

Programme objective 4: Subject-specific findings are made available to the public

Environmental sustainability

The DAAD has set itself the target to further reduce its environmental footprint as an organisation and funding provider. In the context of project funding, efforts should be made to plan and realise all projects in a resource-preserving, climate-friendly and environmentally sound manner. This applies to mobility/travel in particular and depending on the type and scope of the project, it can also concern procurement and contract tendering, event management, or

marketing and public relations work. (Information about this aspect is provided voluntarily and is not relevant to the selection process.)

MEASURES/ACTIVITIES ELIGIBLE FOR FUNDING

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Measures/activities eligible for funding include:

- Workshops, meetings, seminars, study trips, summer schools and conferences in the partner countries and/or in Germany (usually lasting up to 14 days) for participants from the area of higher education and the civil society (usually between 15 and 20 persons); funding is not available for purely discipline-specific conferences
- Teaching and research stays of academics from foreign partner institutions (up to three months) in Germany or at the partner institutions in the partner countries
- Study and research stays of students and graduates from foreign partner institutions visiting Germany (one to three months)

EXPENDITURE ELIGIBLE FOR FUNDING

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

Personnel resources for project implementation and support

- Academic assistant
- Student assistant
- Other personnel

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

If there are difficulties in employing student research assistants to undertake project-related administrative activities, applications can instead be submitted for expenditure on TV-L employees (up to salary group 8) if required.

Expenditure for staff abroad can only be submitted and claimed in the context of forwarding.

Material resources

FEES (not for internal staff)

For external lecturers such as experts and trainers for lectures, workshops, etc., including preparation and follow-up work (up to EUR 40 per hour, EUR 250 per day (gross prices))

For external lecturers, expenditure for trips and residence can be reimbursed in addition to the fee, in line with the principles of economic efficiency and frugality.

TRAVEL EXPENSES FOR PROJECT PERSONNEL

Expenses for travel/flights can be submitted and claimed according to the applicable laws (BRKG/LRKG).

STAYS BY PROJECT STAFF

Expenses for the stay (accommodation and meals) can be submitted and claimed according to BRKG/ LRKG.

EQUIPMENT FUNDING IN GERMANY/ABROAD

- Rent for rooms (e.g. rent for meeting rooms, offices; not for the grant recipient's premises)
- Printing/publications/advertising and public relations work (e.g. flyers, brochures, posters, scientific publications, website)
- External services (e.g. catering, coach travel, repair services, IT services)
- Other (e.g. teaching materials)

Funded individuals

TRAVEL EXPENSES FOR FUNDED INDIVIDUALS

Travel between Germany ↔ partner countries

- Mobility scholarships for students/graduates, doctoral candidates and postdocs for study and research stays (see **Table 1**)
 - › The mobility scholarship should be specified in the scholarship agreement.
- Mobility allowances

A mobility allowance for travel/flights can be submitted and claimed for academics holding a PhD and professors according to **Table 1**.

- › The mobility allowance arises with the first day of the trip and must be evidenced using a participant list signed by the participants. The mobility allowance covers 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.).

Table 1

Country	Mobility allowance/ mobility grant	
	German/ foreign students/ graduates/ doctoral candidates; foreign academics holding a PhD (EUR)	German academics holding a PhD (EUR)
Albania	525	650
Bosnia and Herzegovina	475	575
Kosovo	475	575
Croatia	375	450
Northern Macedonia	500	600

Montenegro	525	650
Serbia	300	375
Further countries		
Bulgaria	400	
Greece	425	
Moldova	400	
Romania	350	
Slovenia	375	
Turkey	425	
Ukraine	350	
Hungary	225	

- Expenditure for travel/flights within Germany or a partner country or between different partner countries can be submitted and claimed in line with the basic principles of economic efficiency and frugality.

STAYS OF FUNDED INDIVIDUALS

In Germany

- Residence scholarships for students/graduates, doctoral candidates and postdocs from foreign higher education institutions for study and research stays in Germany of **at least 1 and up to 3 months** (see **Table 2**)
 - › The residence scholarship should be specified in the scholarship agreement.
- Accommodation allowance
For teaching and research stays of foreign academics holding a PhD of **at least 1 and up to 3 months**, an accommodation allowance can be submitted and claimed according to **Table 2**.
 - › The residence 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 residence allowance settles the expenditure for accommodation and meals as well as for health, accident and indemnity insurance.

Table 2

Status	Residence grant/allowance	
	Monthly rate	Daily rate in the following month
	(EUR)	(EUR)
Students before graduation/graduates	861	29
Doctoral candidates and individuals holding a PhD	1,200	40
Postdocs	2,000	67
Experienced researchers	2,150	72
Professors	2,300	77

- **Short stays (up to one month)**
Expenditure for stays (food and accommodation) (e.g. workshops, meetings, seminars, study trips, summer schools and conferences) in the partner country and/or in Germany can be submitted and claimed in line with the basic principles of economic efficiency and frugality (for staff of the grant recipient)
- please refer to ‘STAYS BY PROJECT STAFF’).

FORWARDING

4

Forwarding of the project funding grant (fully or in part) is possible if it is necessary for realising the grant purpose.

The expenditure items that are to be forwarded must be marked accordingly in the financing plan that is part of the application for project funding submitted to the DAAD.

If the specific details of forwarding are not known yet at the time the application for project funding is submitted (before a contract is concluded), expenditure that may be forwarded can be designated as the institution’s own expenditure in the financing plan for the time being. In the event that specific plans to forward funding emerge after the contract has been closed, the grant recipient must seek approval from the DAAD by means of an amendment agreement (adjustment of the project description and financing plan).

Any forwarding of funds must take place based on a forwarding agreement.

Evidence of use from the forwarding recipient must be submitted to the DAAD along with the related audit certificate.

TYPE OF FINANCING

5

Funding takes the form of full financing

FUNDING PERIOD

6

The funding period begins at the earliest on 1 January 2023 and ends at the latest on 31 December 2023.

GRANT AMOUNT

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A grant of up to EUR **40,000** can be applied for.

DISCIPLINES

8

The programme is open to all disciplines.

TARGET GROUP

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Bachelor's students, master's students, doctoral candidates, academics, professors

ELIGIBLE APPLICANTS

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Eligible applicants are officially recognised German higher education state institutions and/or non-university research institutions based in Germany which are recognised as non-profit organisations and conduct their own research

APPLICATION

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Note:

Due to Russia's attack on Ukraine, the DAAD has suspended any institution-based forms of cooperation with partners in the Russian Federation and Belarus for the time being. Against this background, no applications are possible for project funding with partner institutions in the Russian Federation and Belarus. Please take this into account in project planning.

The application for project funding may only be submitted in complete form and before the deadline via the DAAD portal (www.mydaad.de).

- Project application (in the DAAD portal)
- Financing plan (in the DAAD portal)
- Project description, see **form template** (attachment type: Project description)
- Provisional event programme (up to 1 page, attachment type: programme-specific attachment)
- Curriculum vitae of the project coordinator at the German higher education institution (up to 1 page, attachment type: programme-specific attachment)
- In the case of forwarding: Project description and financing plan of the forwarding recipient(s) (attachment type: Supplementary financial information)
- Approval by the university management, see **form template** (attachment type: Programme-specific attachments)

No changes to the financing plan, project description or any amended documents or documents submitted later are accepted after the application deadline. Incomplete applications will be excluded from the selection procedure.

In deviation from this rule, approval by the German university management may be submitted later on up to the point a contract is concluded, however, this is an exception and must be explained in the application that must be submitted before the deadline.

APPLICATION DEADLINE

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The application deadline is 2 September 2022

SELECTION PROCEDURE

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Selection of applications for project funding

An expert assessment of the applications will be carried out by a selection committee. This assessment serves as a decision-making basis for the DAAD.

SELECTION CRITERIA

- (1) Plausibility of the project application
 - › The project objectives are in line with the programme objectives
 - › Assignment of measures to the project objectives and scheduling
 - › Necessity of expenditure for realising the measures
- (2) Academic quality of the project (content development, qualifications of higher education teaching staff involved (plausibility and coherence of activities, scope and relevance of the expected results, etc.))
- (3) Involvement of students and young academics in the measures
- (4) Involvement of civil-society actors in the target region

SCHOLARSHIP SELECTION PROCEDURE

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Selection procedure for scholarships

A selection committee appointed by the grant recipient will decide upon the scholarship applications.

The selection procedure must be described in the project description.

- Public announcement of the scholarship offer
- Composition of the selection committee (e.g. grant recipients, number of committee members)
- Selection criteria (e.g. selection of the best candidates, subject-specific or personal aptitude)
- Awarding of the scholarship
- - By scholarship contract (e.g. 'scholarship confirmation' and 'declaration of acceptance')
- - Delivery of a scholarship certificate (here: naming the DAAD, the funding body, specific description of the scholarship services and their amount, e.g. residence or mobility scholarship)

FORM TEMPLATES

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- Project description
- Endorsement by the university management
- Substantive report

**IMPORTANT
INFORMATION**

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Mobility information for those with a disability or chronic illness

CONTACT

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