DAAD Deutscher Akademischer Austauschdienst
German Academic Exchange Service

Internationalisation of universities of applied sciences (HAW / FH) 'UAS.International' (2023 – 2024)

1. Programme objectives

The German Academic Exchange Service (DAAD) finances the 'UAS.International' programme with funding provided by the Federal Ministry of Education and Research (BMBF).

The goal of the DAAD is to advance the internationalisation of universities of applied sciences (HAW / FH) in a broad and structural way. The process of internationalisation should be strategically anchored and sustainably implemented at all university levels and across all groups - students, teaching staff, researchers and administrative staff. For this purpose, the potential offered by digitalisation should also be used, for example to optimise existing processes and to promote climate and resource-friendly project implementation.

The 'UAS.International' programme contributes sustainably (impact) to establishing top-performing, cosmopolitan and internationally competitive HAW / FH. It helps to improve the employability of students in the internationalised job market of the future. Another long-term programme goal is to contribute to increasing the training, research and innovation strength of the HAW / FH in close cooperation with business and industry, and to strategically position the universities of applied sciences as international partners.

To achieve these long-term effects (impacts), the programme pursues the following programme objectives (outcomes):

Programme objective 1 (outcome 1): The programme contributes to the internationalisation of the HAW / FH.

Programme objective 2 (outcome 2): Institutional and structural framework conditions at the HAW / FH have been improved.

Programme objective 3 (outcome 3): Networks between HAW / FH and national and international partners from science and business have been established and / or expanded.

Programme objective 4 (outcome 4): German and foreign students have acquired intercultural, foreign language, practical and professional skills.

Programme objective 5 (outcome 5): Internationalisation strategies are (further) developed and implemented at the HAW / FH.

Programme objective 6 (outcome 6): HAW / FH offer international and practice-oriented courses (with digital formats and processes).

Programme objective 7 (outcome 7): International and internationalisation skills are built up in administration, research and teaching at the HAW / FH.

These programme objectives should be achieved by means of the following direct results (outputs) of measures/activities:

- Applicants to the HAW / FH are aware of the funding opportunities for scholarships and stays abroad are both in demand and implemented.
- Preparatory and supervision measures for studying and practical training in Germany and abroad are implemented at the HAW / FH.
- The strategic (further) development of internationalisation has been initiated.
- International and practice-oriented courses (with digital formats and processes) have been (further) developed at the HAW / FH.
- Administration, research and teaching staff at the HAW / FH have acquired international and internationalisation skills.
- Contacts between HAW / FH and national and international cooperation partners in science and business have been expanded and / or consolidated.

The focus areas defined can vary from project to project. A project does not necessarily need to contribute to all programme objectives. <u>However, it is essential that programme objective 5 or 6 is addressed.</u>

The higher education institutions are asked to develop their projects based on the programme's impact model and programme indicators, thus enabling them to formulate measurable project goals and associated indicators. These must be outlined in the application and in the project planning overview, and the project goals must be consistent with the programme objectives (see **Attachment 1** 'Guide to Results-oriented Monitoring' with instructions for results-oriented project planning, the impact model and the catalogue of indicators).

2. Eligible measures

Projects for initiation and preparation as well as for establishing and developing international higher education cooperation are funded in the context of this funding measure.

The applying HAW / FH will be supported in (further) developing and implementing an internationalisation strategy that covers all groups, ranging from students, teaching staff, through to administrative staff. This strategy shall also be interlinked with other strategies related to issues such as digitalisation or equal opportunities.

The HAW / FH shall establish and expand sustainable networks for study, teaching, research, practical applications and knowledge transfer with partners from the areas of science and business in Germany and abroad. Furthermore, preparation and support measures for studying and practical applications in Germany and abroad shall be introduced at the respective higher education institution.

The funding enables the HAW / FH to establish and develop internationally oriented, practice-oriented courses in close cooperation with partners from the areas of higher education and practice at home and abroad, and to prepare a joint or dual degree programme if possible. In doing so, the institutions should also include digital formats and processes for customising

education and teaching and making it more flexible, for example by creating virtual communication formats with mobility slots, by using digital teaching and study materials and by implementing digital exam scenarios and e-portfolios. Cross-departmental partnerships should be promoted, consolidated and expanded at the level of the higher education institution.

Measures/activities eligible for funding include:

- Coordination and work meetings in person and virtually, for example for the following purposes:
    - Strategy development
    - Adjusting administrative processes for student mobility (e.g. coordinated digitised recognition procedures, transparent module catalogues, student data exchange, development of common standards in study and teaching, etc.), which should be interlinked across the university and in the network
    - Conception and realisation of courses
- Discipline-specific and language-related preparation courses (e.g. language courses, preparatory programmes, intercultural training)
- Local support and integration measures for international students at the higher education institution
- Offerings related to discipline-specific support and follow-up activities for student and lecturer exchange programmes
- Networking events with partners from business and academia in Germany and abroad, as well as for alumni support

- Processing and provision of information about internationalisation activities, e.g. in the form of
    - Establishing and expanding (digital) information and advice formats, as well as internship placement for foreign and German students (e.g. databases, websites)
    - Marketing measures (e.g. creating flyers, brochures, posters and keeping social media offerings up to date)

- Continuing and further education measures
    - Organisation of internal continuing and further education events at the higher education institution
    - Development and awarding of certificates
    - Mutual training and education among members of the higher education institution (e.g. train the trainer events, media didactics workshops)
    - Participation in further education courses offered by external providers

- Stays
    - Stays in Germany and the partner countries of:
        - Students, doctoral students (e.g. summer schools, study trips)

- o Teaching staff (e.g. initiation and delegation trips, teaching stints, research initiation)
- o Practical partners (e.g. short stays for lectures, consultation, networking)
- o Administrative staff (e.g. internships at partner universities abroad)
- o Alumni

- ▪ Granting of scholarships
  - ▪ for foreign and German students and doctoral students for study, practical and research stays

3. Eligible grant expenditure	See **Attachment 2**
4. Forwarding	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.
5. Type of financing	Funding takes the form of full financing.
6. Funding period	The funding period begins at the earliest on 01/01/2023 and ends at the latest on 31/12/2024.
7. Grant amount	A grant of up to EUR 400,000 can be applied for. The funds should ideally be used steadily over the entire funding period. A substantial proportion of the funding is to be used for personnel resources.

8. Disciplines	The programme is open to all disciplines.
9. Target groups	Bachelor's students, master's students, doctoral candidates, higher education teaching staff, staff members of the higher education institution, professors.
10. Eligible applicants	State and state-recognised German universities of applied sciences (HAW / FH) and Duale Hochschulen are eligible to apply.
11. Application	

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.

Apart from this, the programme is open for all partner countries. In the course of funding, the network of cooperation partners can be expanded.

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

Only one application may be submitted per higher education institution. However, any higher education institutions that already receive funding in both module A and module B at the planned starting date of the project from an earlier call for applications for this programme, are excluded from the application process.

Application documents

- Project application (in the DAAD portal)
- Financing plan (in the DAAD portal)
- Project description see **form template** (attachment type: Project description)
- Project planning summary, see **form template** (attachment type: Project description)
- **In the case of forwarding:** Project description and financing plan of the forwarding recipient(s) (attachment type: Supplementary financial information)

Optional application documents
The following additional application documents may be submitted for clarification purposes, provided that they are relevant:
- Internationalisation strategy (attachment type: Programme-specific attachments)
- Cooperation agreement (MoU) or letter of intent (LoI) between the applicant and at least one foreign partner institution signed by both parties at the departmental level at least (attachment type: Contracts/agreements).

- Impact analysis structure graphic (attachment type: Programme-specific attachments)
- Project planning graphic (e. g. GANTT diagram) (attachment type: Programme-specific attachments)
- Exemplary (media-didactical) teaching/study concept for study courses (up to 2 pages)

No further submitted documents are taken into account in the selection procedure.

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.

12.	Application deadline

The application deadline is 18 July 2022.

13.	Selection procedure

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. Detailed explanations of the individual selection criteria are provided in the FAQ section of the programme website.

Selection criteria
(1) Relationship of the project to the programme objectives (as per the impact model) and results-oriented planning using indicators that meet the SMART criteria (see Guide to Results-oriented Monitoring) (weighting: 15%)
(2) Necessity of expenditure for realising the measures (weighting: 10%)
(3) Structural anchoring of the project at the German higher education institution, contribution to establishing and developing international structures and expected strategic development of the higher education institution due to the project (weighting: 20%)
(4) Intercultural, discipline-specific and multi-disciplinary value of the project and its professional orientation (weighting: 15%)
(5) Added value of used / developed digitally supported formats and processes and linking to existing digital projects and networks (weighting: 15%)
(6) Discipline-specific quality, reputation and commitment of the practical partners and foreign higher education institutions involved (weighting: 10%)
(7) Sustainability of the measures with regard to the internationalisation efforts of the university and the stabilisation potential and dissemination of project results (weighting: 15%)

14.	Scholarship selection procedure

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
- Selection criteria
- Awarding of the scholarship
  - by scholarship contract (e.g. 'scholarship confirmation' or 'declaration of acceptance')
  - Delivery of a scholarship certificate (here: naming of the DAAD and the funding body and specific description of the scholarship services and their amount, e.g. residence or mobility scholarship, tuition fees)

15. Attachments	1. Guide to RoM (including impact model and catalogue of indicators) 2. Eligible grant expenditure 3. 'Mobility scholarships and mobility allowances' table 4. 'Residence scholarships and residence allowances' table
16. Form templates	- Project description - Project planning summary
17. Important Information	- Mobility information for those with a disability or chronic illness - Completion aids for financing plan
18. Contact	Deutscher Akademischer Austauschdienst German Academic Exchange Service Department P44 – Internationalisation digital, universities of applied sciences/HAW Kennedyallee 50 53175 Bonn Email: haw@daad.de Laura Cornesse Phone: +49 228 882 8139 Hannah Grimm Phone: +49 228 882 8146 Sylvana Hiltrop Phone: +49 228 882 8128 Christoph Münch Phone: +49 228 882 8141 Tatjana Weimer

Phone: +49 228 882 8137

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