



## FUNDING FRAMEWORK

# Higher Education Dialogue with the Muslim World 2023/24

## PROGRAMME OBJECTIVES

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The German Academic Exchange Service (Deutscher Akademischer Austauschdienst - DAAD) supports the programme 'Higher Education Dialogue with the Muslim World' using funds provided by the German Foreign Office (Auswärtiges Amt – AA).

The goal of the programme is to promote academic and cultural exchange between German higher education institutions and partner institutions (and possibly also non-university actors) in the Muslim world by funding project-related stays, joint discipline-specific, networking and dialogue events, as well as joint development/advancement of curricula/teaching modules/classes.

The programme is designed to make a long-term **impact** by

- expanding high-performing and cosmopolitan higher education institutions
- promoting dialogue and understanding between Germany and the Muslim world
- increasing the quality of research and teaching at the partner universities on a sustainable basis
- boosting intercultural dialogue among higher education institutions in Germany and the Muslim world
- developing lasting networks among higher education institutions and non-university actors within the target regions as well as with Germany

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

- **Programme objective 1 (outcome 1):** the partner higher education institutions offer curricula/teaching modules/classes that suit the local context and reflect the state of the art in science
- **Programme objective 2 (outcome 2):** students, early-career researchers and academics have gained further qualifications and intercultural skills through discipline-specific and methodological cooperation (taking gender equality into account)
- **Programme objective 3 (outcome 3):** regional teaching and research networks have been established among higher education institutions from one or multiple partner countries (with involvement of non-university actors)

- **Programme objective 4 (outcome 4):** the partner institutions maintain networks with non-university actors

The programme's objectives will be achieved through the following **outputs**:

- Joint development of curricula/teaching modules/classes that suit the local context and reflect the state of the art in academia
- Students, early-career researchers and academics receiving further subject-specific, methodological and intercultural training
- Individual contacts between participating higher education institutions and non-university actors have been increased and/or consolidated

The focus areas can vary from project to project.

A project does not necessarily need to address all programme objectives. The higher education institutions are asked to develop their projects based on the programme's results framework and programme indicators. This enables them to formulate measurable project goals and associated indicators. These must be outlined in the application and in the project planning overview. The project goals must also be consistent with the programme objectives (see **Attachment 2** 'Guide to Results-oriented Monitoring' with instructions for results-oriented project planning, the results framework and the catalogue of indicators).

### Environmental sustainability

The DAAD has set itself the target of further reducing 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 way that preserves resources and protects the climate and the environment. This particularly applies to mobility/travel. Depending on the type and scope of the project, it may also affect 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:

- Joint development/advancement of curricula/teaching modules/classes
- Project-related stays for academic and cultural exchange, including study visits, research stays, specialist courses, workshops, internships, teaching
- Delivering joint discipline-specific, networking and dialogue events with higher education institutions (and non-university actors where applicable) from the target regions
- Project-related public relations work

## EXPENDITURE ELIGIBLE FOR FUNDING

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

### **Personnel resources for project implementation and support within Germany**

- academic research assistants
- academic assistants
- student assistants
- 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 E8) if required.

### **Personnel abroad (only in the case of forwarding)**

- academic research assistants
- academic assistants
- student assistants
- other personnel

The funding available for personnel abroad is determined based on the local circumstances.

### **Material resources**

#### **FEES (NOT FOR INTERNAL STAFF)**

For external specialist staff in Germany and the target region (e.g. consultants, advisers, presenters, workshop organisers, translators, interpreters) according to Attachment 3 (in Germany: standard fee rates; abroad: fee rates I and II). Where foreign experts abroad carry out paid-for activities abroad (sur place) and in third states, the fees should correspond to those usually paid locally for similar activities.

Expenditure for travel and accommodation for external specialist staff (e.g. experts and trainers) may be reimbursed in addition to the fee. These payments must be in line with the principles of economic efficiency and frugality and supported by documentation. Train trips (irrespective of their duration) may only be in 2nd class accommodation. Flights may only be economy class.

#### **TRAVEL EXPENSES FOR PROJECT PERSONNEL**

Expenditure for travel/flights can be applied for and claimed according to the relevant laws (BRKG/LRKG). By derogation from these laws, compensation is only available for 2nd class rail travel and economy class flights.

#### **MOBILITY PERSONNEL OF THE PARTNER HIGHER EDUCATION INSTITUTION (FORWARDING RECIPIENT)**

A country-specific mobility allowance can be claimed for travel from the home country to Germany and back (see Attachment 1, Funding rates/ table 1).

The mobility allowance begins on 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 (including travel and flights as well as expenditures for visas, vaccinations, excess luggage, luggage insurance etc.). Expenditure on travel/flights within Germany or a partner country or between different partner countries may be submitted and claimed in line with the basic principles of economic efficiency and frugality.

#### STAYS BY PROJECT STAFF

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

**MOBILITY PERSONNEL OF THE PARTNER HIGHER EDUCATION INSTITUTION (forwarding recipient):** Residence allowances for academics from the partner countries staying in Germany according to Attachment 1 (Funding rates/ table 3).

Expenditure for stays within the partner country or third countries can be claimed for and reimbursed in line with the principles of economic efficiency and frugality.

#### EQUIPMENT FUNDING IN GERMANY/ABROAD

- Consumables (e.g. office supplies for workshops, conferences, events)
- Non-consumables (e.g. equipment, library equipment for partner institutions in the target countries, **not in Germany**)
- Rent (e.g. for conference venues)
- Printing/publications/advertising and public relations (e.g. Flyers, brochures, posters)
- External services (bus travel, IT services)
- Others: Expenditure for events (including planning, delivery, follow-up work), such as telephone costs, printing/photocopying, books

Expenditure for tips, gifts for guests, inventory for Germany higher education institutions are **not eligible for funding**.

#### Funded individuals

##### TRAVEL EXPENSES FOR FUNDED INDIVIDUALS

##### Mobility allowances

Mobility allowances for students, graduates, doctoral candidates and academics holding a PhD for travel from Germany to the partner country and back, and vice-versa, according to Attachment 1, table 1

The mobility allowance begins on 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 (including travel and flights as well as expenditures for visas, vaccinations, excess luggage, luggage insurance etc.).

Expenditure for travel/flights within Germany, partner countries or third countries can be claimed for funded individuals in line with the principles of economic efficiency and frugality.

#### STAYS OF FUNDED INDIVIDUALS

##### Residence allowances

Residence allowances for German students, graduates, doctoral candidates visiting the partner country according to Attachment 1, table 2

Residence allowances for foreign students, graduates, doctoral candidates and academics holding a PhD in Germany as per Attachment 1, table 3

The accommodation allowance (for the entire stay) commences on the first day of the stay and must be evidenced using a participant list signed by the participants. The residence allowance covers expenditure on accommodation and meals as well as for health, accident and indemnity insurance. It is essential that foreign guests be informed of the necessity of sufficient insurance cover. If it is not possible to take out overseas health insurance in their home country, foreign participants should be insured by the German host, or it must be ensured that they take out insurance immediately upon arrival in Germany.

In the cases of local participants (i.e. individuals whose main place of residence is in the city where the event or activities are taking place), a meal allowance of 10 euros per person per event (not including travel days to/from the event) may be applied for and claimed. The mobility allowance commences on the first day of the trip and must be evidenced using a participant list signed by the participants. All costs for food are settled with the meals per diem.

Expenditure for stays in the context of short-term activities undertaken by German academics holding a PhD and for funded individuals from the partner countries, staying in the partner countries or in third countries can be applied for and claimed in line with the principles of economic efficiency and frugality.

**Note:** When assessing the economic efficiency of costs, the relevant laws (BRKG/LRKG) may be referred to for guidance.

## FORWARDING

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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

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Funding takes the form of full financing.

#### FUNDING PERIOD

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The funding period begins at the earliest on **1 January 2023** and ends at the latest on **31 December 2024**.

#### GRANT AMOUNT

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In cases of new and follow-up applications, a grant of up to **180,000 euros** may be applied for, to be distributed as follows across the budget year in the approval period:

2023: EUR 90,000

2024: EUR 90,000

#### DISCIPLINES

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The programme is open to all disciplines.

#### TARGET GROUP

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Funding is available for higher education teaching staff, early-career researchers, academics, doctoral candidates, graduates and students from Germany and the indicated target regions.

#### ELIGIBLE APPLICANTS

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Eligible applicants are officially recognised German higher education state institutions.

#### APPLICATION PROCESS

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

- 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)
- Project description and financing plan of the forwarding recipient(s) (attachment type: supplementary financial information)
- Cooperation agreement for the participating higher education institutions (attachment type: contracts/agreements), where such have been concluded
- Approval by the university management, see **form template** (attachment type: programme-specific attachments)
- Signed approval from management of the higher education institution abroad, 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 cases of deviation from this rule, the cooperation agreement(s) and approval from the management of the higher education institution abroad may be submitted later, 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.

**Target region:**

The programme focusses on the Arab countries and Iran, this also includes all non-European member states of the [Organisation of the Islamic Cooperation: oic-oci.org](http://oic-oci.org).

Israeli institutions may also be involved in the cooperation, provided that the main project partners are institutions from predominantly Islamic countries that agree to this option and are willing to continue the cooperation.

**APPLICATION DEADLINE**

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Application deadline is **7 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) Relationship of the project to the programme objectives (as per the results framework) and results-oriented planning using indicators that meet the SMART criteria (see Guide to Results-oriented Monitoring) (weighting 10%)
- (2) Necessity of expenditure for delivering the activities (weighting 5%)
- (3) The project's focus on dialogue and the corresponding promotion of intercultural awareness among the individuals involved (weighting 25%)
- (4) Appropriate and balanced involvement of students and young academics with particular consideration of the issue of gender equality (weighting 20%)
- (5) Feasibility and social relevance of the project in terms of structural improvements for the partner universities and development in the region (weighting 15%)
- (6) Academic quality of the project and academic qualifications of the persons involved (weighting 15%)
- (7) The project objectives' contribution to improving teaching and research in a sustainable manner (weighting 10%)

## PARTICIPANT SELECTION PROCEDURE

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### Selecting participants

A selection committee appointed by the grant recipient shall decide on selection of the participants.

The selection procedure must be described in the project description.

- Public announcement of the funding programme
- Composition of the selection committee (grant recipients, partner university, number of committee members)
- Selection criteria (selection of the best, academic suitability, personal suitability; social and cultural commitment, motivation)
- Selection decision based on a selection protocol

## ATTACHMENTS

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1. Summary of funding rates
2. Guide to RoM (including results framework and catalogue of indicators)
3. Fee table

## FORM TEMPLATES

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- Project description
- Project planning summary
- Approval by the German university management (German)
- Approval by foreign university management (English)



## IMPORTANT INFORMATION

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FAQ on RoM  
Project planning summary example  
Completion aids for financing plan  
Mobility information for those with a disability or chronic illness

## CONTACT

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