



FUNDING PROGRAMME

**International Study and Training Partnerships (ISAP)
(only subsequent applications from 2023 to max. 2027)**

This call only applies to subsequent applications for funding. Subsequent applications are those submitted by applicants whose projects are currently receiving funding or have received funding through this programme in the past.

PROGRAMME GOALS

1

The German Academic Exchange Service (DAAD) finances the programme “International Study and Training Partnerships (ISAP)” with funding provided by the Federal Ministry of Education and Research (BMBF).

Funding is granted to develop, expand and maintain study and training partnerships between a German and international partner university. The programme’s central aim is to promote the exchange of students and lecturers between the participating universities, as well as establish and expand the international structures at German institutions of higher education.

Programme goal 1: Enable individual faculties to establish or continue international study and training partnerships with international partner universities (e.g. through the exchange of lecturers)

Programme goal 2: Support groups of highly qualified German and international students who wish to complete part of their degree programme at the partner university and receive full recognition of their academic achievement abroad

Programme goal 3: Establish credit-transfer agreements, offer attractive degree programmes and develop joint curricula as a basis for long-term mutual exchange

The programme promotes the internationalisation of German universities in the long term, and so doing, contributes to creating productive and cosmopolitan institutions of higher education.

Environmental sustainability

The DAAD is committed to further reducing its carbon footprint in connection to its operations as an organisation and funding provider. In all of its project funding activities, it strives to plan and administer programmes in a resource-, climate- and environmentally-friendly manner. This applies particularly to mobility/travel but can – depending on the type and scope of the project – apply to procurement, allocation, event management and/or marketing and public relations activities. (Information on sustainability is voluntary and does not yet play a role in the selection process.)

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The main focus of ISAP funding is to promote student mobility at German universities (through study abroad and foreign internship opportunities). The fundable measures/ activities include:

FUNDABLE MEASURES/ ACTIVITIES

- supervision of ISAP students (e.g. by project staff)
- management of the ISAP degree programme (e.g. by project staff)
- work meetings at the international partner university
- guest lectureships at the international partner university (as a rule, min. of 2 weeks to max. 3 months)
- visits by the foreign guest lecturers at the German university (as a rule, min. 2 weeks to max. 3 months)
- preparatory courses in Germany (e.g. language courses, intercultural preparatory courses and online preparatory courses)
- public relations measures (e.g. printed flyers, social media, information events etc.)
- alumni relations activities (see FAQ list for examples)
- full scholarships to students of German universities
- subsistence and mobility funding for students from partner universities in DAC countries

Please note:

All the measures listed above can be supported **by using/developing digital formats**, e.g. digital teaching/learning scenarios, virtual exchange formats, tools for supervising students. For more examples of digital formats, see FAQs.

FUNDABLE EXPENDITURES

3

Funding can cover all expenditures which are necessary for carrying out the project (implementation of measures). These specifically include:

Personnel expenses for project implementation and management

PROJECT PERSONNEL (DOMESTIC)

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

Personnel expenses comprise gross remuneration paid by the employer. Special annual payments are only fundable within the approved funding period and only when expended during this period.

If employing student assistants for project-related administrative duties would cause problems, these expenses can be designated as remuneration for TV-L employees (max. E8) in the application.

Material expenditures

FEES (NOT FOR OWN PERSONNEL)

for external language teachers or other freelance lecturers responsible for preparing students from the German university for the visit abroad and supervising students from the partner university in Germany (e.g. language courses), as well as for fees incurred to implement digitalisation measures.

Table of fees (for orientation)

Working time	without academic qualification	with academic qualification
1 hr.	34 – 68	51 – 83
2 hrs.	68 – 117	100 – 166
3 hrs.	117 – 166	151 – 250
4 hrs.	166 – 217	200 – 333
5 hrs.	217 – 267	250 – 416
6 hrs.	267 – 316	300 – 499
7 hrs. or more	300 – 367	350 – 566

Please note: Non-fundable expenditures include fees paid to staff employed by the grant recipient and persons collaborating on the project abroad, and for courses offered on a regular basis.

MOBILITY EXPENSES FOR PROJECT PERSONNEL

Funding can be requested to cover vehicle/air travel expenses in accordance with the federal and state travel expense laws (BRKG/LRKG); in derogation thereof, funding can only be granted for second-class train fares and economy-class flights.

Please note: Non-fundable expenditures include expenses for accommodation and subsistence.

MATERIAL EXPENDITURES (DOMESTIC)

- room rentals (e.g. rental fees for event rooms, does not include offices of the grant recipient or the partner university)
- print media/publications/advertising and public relations materials (e.g. flyers, brochures, posters, social media)
- external services (e.g. catering for project-specific events (max. € 30.68/person), no catering or restaurant visits for work meetings), IT services
- other expenses (e.g. software licenses, participation fees for online courses)

Funded individuals

(see Information on funded individuals – Scholarship awards (“**Hinweise geförderte Personen – Stipendienvergabe**”))

RECIPIENTS OF MOBILITY FUNDING

- Mobility scholarships
for the grant recipient’s scholarship holders (see Attachment 1 (“**Anlage 1**”))
 - › The mobility scholarship should be designated as a benefit in the scholarship agreement.
- Fixed mobility allowances
for travel between the country of destination ↔ Germany for students

enrolled at international partner universities in DAC countries (see Attachment 2 (“**Anlage 2**”))

- › The fixed mobility allowance is granted starting on the first day of the trip and is substantiated by one of the participant’s signatures on the participant list. The fixed mobility allowance applies to all costs incurred in connection to the trip (in addition to vehicle/air travel, also fees for visas, vaccinations, excess luggage, luggage insurance etc.).

RECIPIENTS OF SUBSISTENCE FUNDING

- Subsistence scholarships
 - › for the grant recipient’s scholarship holders (see Attachment 1 (“**Anlage 1**”))
 - › fixed insurance allowance (35 euros/month/scholarship holder)
 - › tuition fees for the grant recipient’s scholarship holders (up to 50% of the regular rate for non-domestic students, does not include administrative expenses, semester fees, bench fees etc.)
 - › The subsistence scholarship, fixed insurance allowance and tuition fees should be designated as benefits in the scholarship agreement.

- Fixed subsistence allowances
 - › for students from the international partner universities in DAC countries (see Attachment 2 (“**Anlage 2**”))
 - › for lecturers from the international partner university for visits usually lasting at least 14 days to a max. 3 months:
 - › First month:
 - 89 euros/day (up to 22 days)
 - 2,000 euros/month (starting on day 23)
 - › Subsequent months
 - 67 euros/day for stays shorter than one month
 - 2,000 euros/month
 - › The fixed subsistence allowance is granted starting on the first day of the visit and is substantiated by one of the participant’s signatures on the participant list. The fixed subsistence allowance applies to all accommodation- and subsistence-related expenditures, including health, accident and liability insurance fees. Arrival and departure days are counted as days of the visit.

Please note: Non-fundable expenditures include costs incurred through participation in DAAD marketing measures and events, excursions (except when related to alumni measures), summer schools, infrastructural expenses (e.g. technical equipment, hardware, teaching materials, rental fees for university rooms and furniture), research projects and final theses.

FUNDING PERIOD

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The funding period begins usually on 1 August 2023 at the earliest and ends after two or four funding years, i.e. 31 August 2025 or 31 August 2027, at the latest.

Projects which are already receiving a two-year funding package may apply for an additional two years of subsequent funding. If a project has already received two-year funding packages twice in a row, applicants may apply for four years of subsequent funding thereafter (i.e. 2+2+4+4 etc.).

FUNDING AMOUNT

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The DAAD has set no cap to the funding amount which can be awarded. However, personnel expenses, fees and material expenditures (domestic) are limited to a maximum of 7,500 euros/funding year.

DISCIPLINES

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This programme is open to all disciplines and subject areas.

TARGET GROUP

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Bachelor's students, master's students, researchers and professors

ELIGIBILITY

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Public and state-accredited German universities are eligible to apply for funding.

This call only applies to subsequent applications for funding. Subsequent applications are those submitted by applicants whose projects are currently receiving funding or have received funding through this programme in the past.

Not eligible to apply:

- university partnerships with countries which participate in the Erasmus+ programme (as other EU mobility programmes work to achieve similar goals)
- dual-degree projects (which are exclusively funded through the DAAD programme "Integrated International Degree Programmes with Double Degrees") – www.daad.de/doppelabschluss)

APPLICATION

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

Subsequent applications should be submitted via the DAAD portal under the menu headings "Project overview" and "Submit subsequent application".

Subsequent applications for project funding which involve partner institutions in the Russian Federation and Belarus can be submitted and are forwarded to

the responsible selection committee for consideration. However, in the case of a positive decision by the selection committee, the DAAD has chosen not to allocate funding to such projects at the present time. It is impossible to say if and when funding for these projects will resume in the near future.

The responsible coordinator for the proposed ISAP project must be a professor at the applying German institution. If several partner universities collaborate on multiple projects in one degree programme, separate applications must be submitted for each partner. Simultaneous funding is limited to a maximum of three projects per project manager at any one time.

Selection-relevant application documents:

- project application (on the DAAD portal)
- financing plan (on the DAAD portal)
- project description, see form template (attachment type: Project description)
- jointly signed and dated cooperation agreement between the participating universities (less than 10 years old at time of funding), (attachment type: Contracts/Agreements)
- signed confirmation by the examination board (attachment type: Programme-specific attachments)
- endorsement by the university executive board, see form templates (attachment type: Programme-specific attachments)
- most recent progress report (attachment type: Programme-specific attachments)
- transcripts of the scholarship holders of the grant recipient and the students of the partner university (incoming), or an informal statement explaining why transcripts could not be submitted (attachment type: Programme-specific attachments)

The selection-relevant documents listed above must be designated according to the attachment type and submitted before the application deadline.

Following the application deadline, it is no longer possible to modify the financing plan or project description, nor submit missing or revised documents for consideration. Incomplete applications will be excluded from the selection process.

Please note:

Please read the attachment “**Information on funded individual s- Scholarship awards**” and the **FAQs** before submitting your application.

We ask that you refrain from submitting unsolicited documents, e.g. brief description of the project, module handbooks, brochures, flyers, articles etc. Please do not submit read-only or password-protected documents.

Additional application requirements:

- valid **programme- and subject-related ISAP cooperation agreement** (no older than ten years) between the German and foreign partner institutions

(official statement signed by both project partners) which must contain the following minimum requirements:

- › agreement on **tuition fees** (ideally a waiver of tuition fees altogether; must guarantee at least a 50% reduction). If tuition fees are generally not charged in the partner country, confirmation of this fact must be provided.
- › confirmation of the **number of ISAP-funded exchange students** (at least three students per cohort) for the corresponding funding period
- recognisable **reciprocal subject-related measures** to achieve a balanced number of exchange students at both institutions in the medium term. In the case of temporary disparity in student numbers, the applicant must describe how reciprocity can be ensured through other suitable measures (e.g. summer schools).
- confirmation by the examinations board that all **required coursework and degree-relevant examinations** abroad will be recognised; agreement on credit transfer procedure
- course load of approx. **30 ECTS per semester** or approx. 60 ECTS per academic year (justification must be given for course loads less than 30 ECTS)
- description of the (intended) effects on the international structure of the applying university
- conclusion of learning agreements
- students are enrolled at both home and host countries' respective universities
- students receive (subject-specific) language preparation to ensure that they have sufficient knowledge of the language of instruction and basic knowledge of the native language (if different from the language of instruction)
- students have completed at least two semesters of undergraduate study prior to commencing their foreign study visit
- students possess above-average academic qualification (top 25th percentile)

APPLICATION DEADLINE

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The application deadline is 17 October 2022.

SELECTION PROCESS

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Selection of applications for project funding

Funding applications are selected by a DAAD-appointed selection committee.

SELECTION CRITERIA

- (1) plausibility of the project application
 - › project goals correspond to the programme goals
 - › measures match the project goals and their scheduled implementation
 - › necessity of the expenditures for implementing the measures
- (2) credit transfer agreements

- (3) academic quality and reputation of the foreign partner university
- (4) structure and topicality of the curriculum
- (5) added academic, interdisciplinary and intercultural benefit of the degree programme and, if applicable, its professionally qualifying orientation
- (6) suitable conditions for implementing the degree programme (language preparation, selection and supervision of students)
- (7) subject-related reciprocity of student exchange; in case of temporary disparity, specify possible countermeasures which can be taken
- (8) subject-related, joint exchange of lecturers
- (9) programme's contribution toward establishing and expanding international structures at the German university
- (10) progress report (and if available, results of an evaluation)

SCHOLARSHIP SELECTION PROCESS

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Selection of scholarship recipients

Scholarship recipients are selected by a selection committee appointed by the grant recipient.

The selection process must be described in detail in the project description.

- public announcement of the offered scholarship
- composition of the selection committee (e.g. funding beneficiary, number of committee members)
- selection criteria (e.g. selection of best applicants, academic or personal aptitude)
- scholarship award procedure
 - › in accordance with the scholarship agreement (e.g. “scholarship notification” and “confirmation of acceptance”)
 - › issue of a scholarship certificate (in this case: mention of the DAAD, the funding provider, specification of the scholarship benefits and their corresponding amounts (e.g. subsistence and mobility scholarships, tuition fee allowance))

ATTACHMENTS

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1. Overview of the funding rates for students at German universities
2. Funding rates for students from DAC countries
3. List of developing and emerging countries (DAC countries)

FORM TEMPLATES

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- Project description
- Endorsement by the university executive board

IMPORTANT INFORMATION

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- Information on mobility for persons with a disability or chronic illness
- Information on funded individuals – Scholarship awards

- Instructions for drawing up a financing plan
- FAQs on the call for applications and application procedures

CONTACT

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