

Annex 1

Eligible grant expenditure

Ta'ziz Short-Term Measures 2024

All expenditure that is required for project implementation (realisation of the measures/activities) is eligible for funding. This includes in particular:

Personnel resources for project implementation and support

PERSONNEL IN GERMANY (grant recipients)

- Scientific research assistant
- Academic assistant
- Student assistant
- other personnel

Personnel expenditure includes 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 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 (forwarding recipients)

- Scientific research assistant
- Academic assistant
- Student assistant
- other personnel

Personnel expenditure relating to a forwarding recipient can only be claimed based on a forwarding agreement. The level and modalities of personnel expenditure abroad are to be based on local practice.

Note:

The requested personnel expenditure should generally not exceed 20 per cent of the total proposed expenditure.

Equipment resources

HONORARIUM (not for employees of the grant recipient)

- relating to external speakers, external service providers
- relating to translation of teaching and learning materials, flyers, brochures, web pages and the like

The amount of the honorarium may be based on the rates specified in **Annex 3** or according to customary local rates.

Travel/flight and accommodation expenses may be proposed and claimed in addition to the honorarium in compliance with the principles of economic efficiency and frugality; only second-class train journeys – irrespective of duration – and economy class flights.

MOBILITY OF PROJECT PERSONNEL (grant recipient's personnel)

Travel and flight expenses can be proposed and claimed according to the applicable travel laws (BRKG/LRKG). Only second-class train journeys – irrespective of duration – and economy class flights.

MOBILITY OF PROJECT PERSONNEL (forwarding recipient's personnel)

- The forwarding recipient's personnel can request and claim a **mobility allowance** for travel and flight expenses in line with **Table 2**.
 - › This mobility allowance arises with the first day of the trip and is to be evidenced by means of 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 expenditure relating to visas, vaccinations, excess luggage, luggage insurance, and so on).

RESIDENCE BY PROJECT PERSONNEL (grant recipient's personnel)

Expenses relating to the residence (accommodation and meals) can be proposed and claimed according to the applicable travel laws BRKG/ LRKG.

RESIDENCE BY PROJECT PERSONNEL (forwarding recipient's personnel)

- The forwarding recipient's personnel can request and claim a **residence allowance** for their stay (accommodation and meals) in line with **Table 4**.
- Residence expenses may be proposed and claimed according to the principles of economic efficiency and frugality if the forwarding recipient's personnel cannot be assigned to a status group in Table 4.
 - › This residence allowance arises with the first day of the stay and is to be evidenced by means of a participant list signed by the participants. The residence allowance covers the expenditure for accommodation and meals as well as for health, accident and indemnity insurance.

EQUIPMENT FUNDING IN GERMANY/OUTSIDE GERMANY

- Consumables (e.g. test tubes, paper)
- Assets (e.g. computers, projectors, laboratory equipment, books) only for the participating partner higher education institution(s) abroad, in other cases only after consultation with the DAAD
- Room rental (including rent for meeting rooms only if it can be evidenced that none of the participating higher education institutions have rooms available)
- Printing/ publications/ advertising and public relations (e.g. flyers, brochures, posters, academic publications)
- External services (e.g. bus travel, repair services, translations), IT services (e.g. development/ installation/ maintenance of communication and learning platforms, websites, e-journals, online libraries)
- Miscellaneous costs
 - › Including bank transfer fees, telephone/internet/postage fees
 - › A **meal allowance** of 20 euros per person/ event day (not for the day of arrival/ departure) for participants who are not funded individuals. The meal allowance is due on the first day of the event and must be evidenced by a participant list signed by the participants. The meal allowance covers all catering expenses.

The following are not eligible for funding:

- Catering
- Basic equipment (tangible and intangible assets) for the grant recipient
- Tips
- Gifts for guests

TRAVEL EXPENSES FOR FUNDED INDIVIDUALS

- Mobility allowance
 - › A mobility allowance for **German and foreign students, graduates, doctoral candidates, experienced researchers and professors** can be proposed and claimed (see **Tables 1 and 2**) to cover travel/ flight expenses (Germany ↔ partner country).

This mobility allowance arises with the first day of the trip and is to be evidenced by 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 expenditure relating to visas, vaccinations, excess luggage, luggage insurance, and so on).

Table 1: German participants (Germany <-> partner country)

	Mobility allowance (euros)	
	Students, graduates, doctoral candidates	Experienced researchers, professors
Egypt	850	1,050
Algeria	500	625
Iraq	900	1,125
Yemen	1,050	1,300
Jordan	850	1,050
Lebanon	675	825
Libya	850	1,050
Morocco	800	975
Sudan	1,100	1,350
Tunisia	725	875

Table 2: Foreign participants (partner country <-> Germany)

Partner country	Mobility allowance (euros)
	Students, graduates, doctoral candidates, experienced researchers, professors
Egypt	850
Algeria	500
Iraq	900
Yemen	1,050
Jordan	850
Lebanon	675
Libya	850
Morocco	800
Sudan	1,100
Tunisia	725

- Mobility (travel/ flight expenses) **within Germany or within the Arab region** may be proposed and claimed relating to **participants from Germany and the Arab region** according to the principles of economy and frugality (second class train journeys, economy class flights); mobility **outside the destination region** (e.g. in the context of joint field research visits or as part of South-South exchange) can be proposed and claimed on a case-by-case basis.
- Travel and flight expenses for **Arabic and German non-university partners** (second-class train journeys, economy class flights) travelling **Germany <-> partner country, partner country <-> Germany, within Germany or within the target countries** are to be separately substantiated and in the event of particular relevance to the project may be claimed according to the principles of economic efficiency and frugality.

RESIDENCE BY FUNDED INDIVIDUALS

- Residence allowance
 - › A residence allowance can be proposed and claimed for both **German students, graduates, and doctoral candidates** and for **foreign students, graduates, doctoral candidates, experienced researchers and professors** relating to a stay (overnight stay and meals) in the partner country or in Germany (see **Tables 3 and 4**).
 - › A residence allowance can be proposed and claimed for **participants from Germany** (beyond the location where they usually live) for a stay in Germany (e.g. for joint field research visits) in justified exceptional cases (only after approval by the DAAD) – see **Table 4**.
 - › A residence allowance can be proposed and claimed for **participants from the Arab region** (beyond the location where they usually live) relating to stays within the target region, and outside the target region in justified exceptional cases (only after approval from the DAAD), (e.g. for joint field research visits or as part of South-South exchanges) – see **Table 3**.

This residence allowance arises with the first day of the stay and is to be evidenced by means of a participant list signed by the participants. The residence allowance covers all expenses for accommodation and meals as well as for health, accident and indemnity insurance.

Table 3: German participants

Partner country	Residence allowance (euros)					
	Students/graduates			Doctoral candidates (with a master's degree or equivalent)		
	Monthly rate (from day 23)	Increased daily rate (stays of up to 22 days)	Daily rate (incomplete following month)	Monthly rate (from day 23)	Increased daily rate (stays of up to 22 days)	Daily rate (incomplete following month)
Egypt	1.225	55	41	1.700	77	57
Algeria	1.225	55	41	1.700	77	57
Iraq	1.275	57	43	1.800	81	60
Yemen	1.225	55	41	1.700	77	57
Jordan	1.275	57	43	1.800	81	60
Lebanon	1.225	55	41	1.700	77	57
Libya	1.225	55	41	1.700	77	57
Morocco	1.225	55	41	1.700	77	57
Sudan	1.225	55	41	1.700	77	57
Tunisia	1.225	55	41	1.700	77	57

Table 4: Foreign participants

Germany	Residence allowance (euros)		
	Monthly rate (from day 23)	Increased daily rate (stays of up to 22 days)	Daily rate (incomplete following month)
Students and graduates (with a bachelor's degree)	934	42	31
Doctoral candidates (each with master's degree or equivalent)	1,200	54	40
Experienced researchers, professors	2,000	89	67

Arrival and departure days are regarded as separate days.

- The expenses for a stay by **experienced German researchers and professors** (accommodation and meals) in the partner country can be proposed and claimed according to the principles of economy and frugality.
- The expenses for a stay by **Arabic and German non-university partners** in Germany or in the target countries are to be separately substantiated and in the event of particular relevance to the project can be proposed and claimed according to the principles of economic efficiency and frugality.



Note:

The foreign funded individuals must be informed of the necessity of sufficient insurance cover. If it is not possible to take out foreign health insurance in their home country, the foreign participants must be insured by the grant recipient, or the grant recipient must ensure that they take out such insurance immediately upon arrival in Germany.