



‘FÖRDERRAHMEN’

Internationalisation of Universities of Applied Sciences (UAS)

‘UAS.International’ (2025 – 2027)

PURPOSE AND GOAL

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The German Academic Exchange Service (DAAD) finances the ‘Internationalisation of Universities of Applied Sciences (UAS)’ funding programme with funding provided by the Federal Ministry of Education and Research (BMBF). The programme is referred to as ‘UAS.International’ for short.

Funding is available for expanding cross-disciplinary strategic partnerships and sustainable networks for teaching, research, practical applications and knowledge transfer with partners from the areas of science and business in Germany and abroad. The goal is to bring about structural change and a lasting increase of the level of internationalisation of the higher education institution. Special importance is attached to the realisation of measures that will be continued beyond the end of the project and on establishing lasting networks.

With this programme, the DAAD wants to advance the internationalisation of universities of applied sciences (UAS) 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: from students, via teaching staff and researchers, through to administrative staff.

The funding programme objectives are:

- 1: Networks and strategic partnerships between UAS and German and foreign partners from the areas of teaching, research, practical applications and knowledge transfer have been enhanced and are being used by funded individuals and members of the UAS.
- 2: German and foreign students have acquired intercultural, foreign language, practical and professional skills.
- 3: Structures, processes and strategies that aid internationalisation have been developed (further) and implemented at the UAS.
- 4: The UAS are offering international and practice-oriented study programmes.
- 5: International and internationalisation skills have been enhanced in administration, research and teaching at the UAS.

Please refer to the results framework outlined in the Guide to Results-oriented Monitoring (see **Attachment 1**) for details of the funding logic, outputs, outcomes and impacts of the funding programme.

It is not necessary to specify project goals for each programme objective. However, at least one project goal must be specified for programme objective 1.

For information about impact-oriented project planning, please refer to **Attachment 1**.

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 pursued 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.

Diversity

In its Diversity Agenda, the DAAD has identified diversity, equality and inclusion as important horizontal objectives for international academic exchange. Through our project funding, talented people should get the opportunity to contribute their diversity and differing perspectives. These overarching goals must be considered when planning and delivering projects. People with disabilities or chronic illnesses can receive additional funding. For information on this, please see the 'Information on mobility with disability or chronic illness' information sheet.

ELIGIBLE MEASURES

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Eligible measures are:

- Events, such as
 - › Coordination and work meetings
 - › Discipline-specific and language-related preparation measures (e.g. language courses, preparatory programmes, intercultural training)
 - › Local support and integration measures for international students at the higher education institution
 - › Activities 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
- Marketing and public relations activities, such as
 - › Establishing and expanding (digital) information and advice formats, as well as internship placement for foreign and German students (e.g. databases, websites)
 - › Creating flyers, brochures, posters and social media offerings
- Stays in Germany and the partner countries of
 - › Students, doctoral candidates (study, practice and research stays)
 - › Teaching staff (e.g. teaching stints, for setting up cooperation and networks for teaching and research)
 - › Practical partners (e.g. short stays for lectures, consultation, networking)

- › Administrative staff (e.g. internships at partner universities abroad)
- › Alumni
- Development of concepts, products and processes, such as
 - › 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), which should be interlinked across the university and in the network
 - › Conception and realisation of courses
- 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

EXPENDITURE ELIGIBLE FOR FUNDING

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

Personnel resources for project implementation and support

PERSONNEL IN GERMANY

- Research associates

Note:

This also includes assistant lecturers (visiting academics), provided that an employment relationship is formed with them.

- Research assistants
- Student assistants
- Other personnel (e.g. administrative personnel of the International Office)

Personnel expenditure comprises the gross salary paid by the employer. Annual bonus payments according to the pay scale are only eligible for funding during the approval period and only insofar as the payment date is within this period. Any other one-off payments based on individual contracts or the pay scale are only eligible for funding if corresponding arrangements are made and communicated by the DAAD.

Note:

If the teaching load must be reduced of teaching staff involved in managing the overall project or parts thereof, the resulting expenditure for teaching substitutes and/or guest researchers must be recognised as eligible for funding.

Material resources

FEES (not for internal staff)

- For external staff (e.g. consultation, moderation, holding workshops, translations, interpreting and teaching substitutes) on an appropriate scale; adequacy must be documented in the form of an award notice (three quotes must be obtained for any orders with a net value of EUR 1,000 and over).
- For local staff (in the target country) for comparable activities at the customary local rates.

Additional expenditure relating to mobility and accommodation, where applicable, can be submitted and claimed in line with the principles of economic efficiency and frugality. Such expenditure that is not directly linked to the fee-based service must be specified in the service contract. Only flights in economy class can be claimed.

MOBILITY OF PROJECT PERSONNEL

Expenditure relating to travel/flights can be submitted and claimed according to the applicable laws (BRKG/LRKG). Only flights in economy class can be claimed .

Stays OF PROJECT STAFF

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

EQUIPMENT FUNDING IN GERMANY/ABROAD

- Consumables (e.g. test tubes, paper)
- Assets (e.g. computers, beamers, laboratory equipment)
- Room rental (e.g. for conference venues)
- Funding for room rent is only eligible for external venues (outside the funded higher education institution and the project partners' premises).
- Printing/publications/advertising and public relations work (e.g. flyers, brochures, posters, academic publications)
- External services (e.g. catering, coach travel, repair services, IT services)
- Other expenses (e.g. teaching and learning materials, additional health insurance, participation fees)

Expenditure for health, accident and indemnity insurance for participants from partner higher education institutions and practical partners, as well as scholarship holders is eligible for funding for the entire duration of the project-related stay. Insurance at the DAAD group rate is recommended, where this type of insurance cannot be taken out abroad.

Funded individuals

Note:

Outgoing mobility should take place on a significantly larger scale than incoming mobility.

MOBILITY OF FUNDED INDIVIDUALS

- Mobility scholarships (travel between Germany and the target country and vice-versa)
 - › For German and foreign students, graduates, doctoral candidates and foreign research and teaching staff (see **Attachment 2**)
 - › The mobility scholarship should be specified in the scholarship agreement.

- Mobility allowances (travel between Germany and the target country and vice-versa) (not for staff members of the grant recipient, please refer to the section ‘Material Resources – Mobility of project personnel’)
 - › For participation in events and short-term activities in Germany or the target country, a mobility allowance can be applied for and is available once per individual (see **Attachment 2**).
 - › The mobility allowance originates with the first day of the trip and must be evidenced by means of a participant list signed by the participants. The mobility allowance covers all costs in correlation with the trip (including travel and flights as well as expenditure relating to visas, vaccinations, excess luggage, luggage insurance, and so on).

- Mobility within Germany
Participants in events or short-term activities can claim expenses for flights and travel within Germany in line with the principles of economic efficiency and frugality.

- In-country and third-country mobility
In justified cases and following coordination with the DAAD, participants in events or short-term activities can claim expenses for flights and travel between two third states or within a third state in line with the principles of economic efficiency and frugality.

Stays of funded individuals

- Residence scholarships (incoming)
 - › For study, practice and teaching/research stays (at least one month, up to 12 months)
 - › The residence scholarship should be specified in the scholarship agreement.

| Status | Monthly rate (EUR) | Daily rate (EUR) |
|--|-----------------------|---------------------|
| Students and graduates | 934 | 31 |
| Doctoral candidates | 1,300 | 40 |
| Postdocs | 2,000 | 67 |
| Senior academics | 2,150 | 72 |
| Professors and academics holding similar positions | 2,300 | 77 |
| Monthly insurance allowance independent of status | 35 | |

- Residence scholarships (outgoing)
 - › For students and doctoral candidates in the context of study, practice and research stays (at least one month, up to 12 months)
 - › The residence scholarship (see **Attachment 3**) should be specified in the scholarship agreement.
- Residence allowances
 - › The following residence allowances are available and can be applied for by individuals from practice partners or partner higher education institutions taking part in events or short-term activities in Germany:

| Status | Daily rate up to day 22 (EUR) | Monthly rate from day 23 (EUR) | Daily rate in the last month of a multi-month stay (EUR) |
|---|--|---|---|
| Students and graduates | 42 | 934 | 31 |
| Doctoral candidates | 58 | 1,300 | 43 |
| Postdocs | 89 | 2,000 | 67 |
| Senior academics | 96 | 2,150 | 72 |
| Professors and academics holding similar positions | 103 | 2,300 | 77 |

- › For **students and doctoral candidates from the German side** a residence allowance can be applied for and claimed for participating in events or short-term activities in the target countries, as well as in the context of in-country and third-country stays (see **Attachment 3**).
- › This residence allowance starts on the first day of the project measure 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.
- Expenditure for stays (accommodation and meals) of individuals representing practical partners and of external academics can be submitted and claimed in line with the principles of economy and frugality.
- Stays within Germany
Expenditure for stays (accommodation and meals) of participants in events or short-term activities can be submitted and claimed in line with the basic principles of economic efficiency and frugality.
- Tuition fee allowance
 - › A tuition fee allowance as specified in the table below is available for German scholarship holders for one year of study (half of the amount per semester) and should be specified in the scholarship agreement or scholarship confirmation, if tuition fee waivers could not be arranged.

Evidence of this must be provided when the application is submitted if the project partners are already known, and must be submitted at a later date if they are not.

- › The allowance covers all regular fees and charges (including administration fees, term-time charges, bench fees, etc.). Tuition fees for German higher education institutions are not eligible for funding.

| Partner country | Tuition fee allowance(EUR) |
|-----------------|----------------------------|
| <i>general</i> | 2,500 |
| Egypt | 6,000 |
| Australia | 12,000 |
| Brazil | 4,500 |
| Chile | 4,500 |
| United Kingdom | 18,000 |
| Hong Kong | 9,000 |
| Israel | 5,000 |
| Japan | 7,700 |
| Canada | 9,000 |
| Korea | 4,100 |
| New Zealand | 3,000 |
| South Africa | 3,000 |
| USA | 18,000 |

Tips and gifts are **not eligible for funding**.

FORWARDING

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

In the project description, the measures and related objectives of the forwarding recipient(s) must be listed in addition to your own measures and objectives. This means that the entire project (including the forwarding level) must be addressed.

In the **financing plan**, the expenditure items of the forwarding recipient(s) must be marked to distinguish them from your own expenditure items (e.g. with 'FW'). This means that the financing plan must reflect the expenditures of the entire project (including the forwarding level).

If the details of intended forwarding (recipient, precise content, etc.) are not yet known at the time the application is submitted (before a contract is concluded), any expenditure in connection to a possible forwarding recipient must be specified in the financing plan as your own expenditure for the time being, and the necessity must be explained in the project description. As soon as the details of forwarding of funds are known (after a contract has been concluded), a project funding amendment request (adjusted project description and financing plan) must be submitted to the DAAD.

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

The audit certificate related to the forwarded funding recipient's Evidence of Use must be submitted to the DAAD, along with the forwarded funding recipient's Evidence of Use.

TYPE OF FINANCING

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Funding takes the form of fixed-sum financing.

The grant is granted subject to the provision that funding from the applicant themselves, from third parties and other resources will also be provided for financing the project. If funding from the applicant or third parties or other resources is provided in the form of revenues/expenditure for which no evidence can be provided, these must be presented plausibly in the financing plan and project description.

FUNDING PERIOD

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The funding period begins at the earliest on 01 January 2025 and ends at the latest on 31 December 2027.

GRANT AMOUNT

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A grant of up to EUR 550,000 can be requested, to be distributed as follows across the budget year in the approval period:

- 2025: EUR 150,000
- 2026: EUR 200,000
- 2027: EUR 200,000

FIELDS OF STUDY

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The programme is open to all fields of study.

TARGET GROUP

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Bachelor's students, master's students, doctoral candidates, higher education teaching staff, staff members of the higher education institution, professors

ELIGIBLE APPLICANTS

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State and state-recognised German Universities of Applied Sciences (HAW) and Duale Hochschulen are eligible to apply.

SUBMISSION OF AN 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.

The programme is open to all partner countries. In the course of funding, the network of cooperation partners can be expanded.

Only one application may be submitted per higher education institution.

No application can be submitted for a project that is to begin in a period for which funding has already been granted for another multi-year project in the context of this programme.

The application for project funding may only be submitted in complete form and before the deadline via the DAAD portal (www.mydaad.de). In addition, the following documents must be uploaded via the 'Attachments' tab:

- Project description, see **form template** (attachment type: Project description)
- Project planning overview, see **form template** (attachment type: Project description)
- Evidence from the partner institution that tuition fees cannot be waived, if this is known at the time of application; otherwise this must be submitted later on (attachment type: programme-specific attachments)
- **optional:** Internationalisation strategy (attachment type: programme-specific attachments)
- **optional:** Cooperation agreement (MoU) or letter of intent (LoI) between the applicant and at least one foreign higher education or practical partner signed by both parties at the departmental level at least (attachment type: contracts/agreements)
- **optional:** Impact analysis structure graphic (attachment type: programme-specific attachments)
- **optional:** Project planning graphic (e. g. GANTT diagram) (attachment type: programme-specific attachments)
- **optional:** Exemplary (media-didactical) teaching/study concept for study courses (up to 2 pages) (attachment type: programme-specific attachments)

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

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

APPLICATION DEADLINE

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The application deadline is 10 July 2024.

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) Quality of specialist content of the project related to achieving the project and programme objectives (weighting: 55%)
- (2) Quality and stringency of project planning (weighting: 15%)
- (3) Impact of the project for individual target groups and areas addressed beyond the duration of the project (weighting: 20%)
- (4) Consideration of diversity (weighting: 5%)
- (5) Climate-aware project organisation (weighting: 5%)

SCHOLARSHIP SELECTION PROCEDURE

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Selection procedure for scholarships

The grant recipient decides on the awarding of scholarships based on a selection committee appointed by the grant recipient.

- 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)

The selection procedure must be described in the project description.

ATTACHMENTS

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1. Guide to WoM (including results framework and catalogue of indicators)
2. Overview of funding rates: 'Mobility scholarships and mobility allowances'
3. Overview of funding rates: 'Residence scholarships and residence allowances'

FORM TEMPLATES

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- Project description
- Project planning overview

IMPORTANT INFORMATION

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- Information sheet: 'Mobility information for those with a disability or chronic illness'
- Completion aids for financing plan

CONTACT

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