



THE GERMAN VERSION OF THIS DOCUMENT SHALL BE LEGALLY BINDING.

FUNDING FRAMEWORK

Higher Education Dialogue with Western Balkan Countries 2025

PURPOSE AND OBJECTIVES

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The German Academic Exchange Service (Deutscher Akademischer Austauschdienst - DAAD) is distributing funds provided by the German Foreign Office (Auswärtiges Amt – AA) to support the programme ‘Higher Education Dialogue with Western Balkan Countries’.

Funding is available for dialogue formats with involvement of individuals from the area of higher education in Western Balkan countries and German higher education institutions. The programme focusses on events for establishing academic dialogue across borders and academic cooperation in the region.

Partnerships can be formed with higher education institutions from Albania, Bosnia and Herzegovina, Croatia, Kosovo, Montenegro, North Macedonia and Serbia (partner countries). In addition, higher education institutions and students from Bulgaria, Greece, Moldova, Romania, Slovenia, Turkey, Ukraine and Hungary can be involved in the activities. However, the activities may not take place in those countries.

The programme objectives are:

- 1: Scientific findings regarding issues that are relevant to the West Balkan region have been generated and/or taught.
- 2: Cross-border academic dialogue and/or networks have been established among the cooperation partners or in the region, with involvement of junior scientists and/or students.
- 3: Civil-society protagonists are involved.
- 4: In the context of academic communication, academic findings have been made available to the public beyond the area of higher education.

The programme is making a long-term contribution to strengthening civil society, to the development of democracy and to a reduction of ethical conflicts in the target region.

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. Further information on climate-

sensitive implementation of international university cooperation in DAAD project funding can be found in the [Guidelines](#).

Diversity

The DAAD's Diversity Agenda defines diversity, equal access and inclusion as important cross-cutting objectives. Thus, talented people should be given the opportunity to contribute their diversity and different perspectives in the context of project funding. Projects must be planned and implemented with this cross-cutting objective in mind. Additional funding is available for people with disabilities and chronic illnesses (see information sheet '[Mobility with a disability/chronic illness](#)').

MEASURES ELIGIBLE FOR FUNDING

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Measures eligible for funding include:

- Implementation of **events**: workshops, meetings, seminars, study trips, summer schools and conferences in the partner countries and/or in Germany (usually lasting up to 14 days) for participants from the area of higher education and civil society
- Award of **up to 2 scholarships** (lasting from 1 month up to 3 months)
 - › for **teaching and research stays** of academics in Germany or at the partner institutions abroad
 - › for **study and research stays** of students and graduates in Germany or at the partner institutions abroad

Note:

Scholarships can only be applied for in connection to the topic of the event.

EXPENDITURE ELIGIBLE FOR FUNDING

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

Personnel resources for project implementation and support

- research associates (in justified exceptional cases only)
- research assistants
- student assistants
- other personnel

Personnel expenditure comprises the gross salary paid by the employer. Annual bonus payments under collective agreements are only eligible for funding during the approval period and only insofar as the payment date is within this period. Other individual and collectively agreed one-off payments are only eligible for funding if the DAAD has issued a regulation to this effect and communicated it.

Note:

Expenditure relating to staff at a higher education institution in the partner country can only be submitted and claimed in exceptional cases. A forwarding agreement with the partner institution(s) is mandatory in those cases.

Material resources

FEES (not for internal staff)

- In justified cases for external lecturers, speakers and experts (usually from Germany and/or the partner countries) for lectures, workshops incl. preparations and follow-up work at up to EUR 40 (gross) per hour or EUR 250 (gross) per day
- For auxiliary work (e.g. for events, conferences, workshops)
- For external services (e.g. interpreters, webmasters)

Expenditure on mobility and, where applicable, accommodation may also be claimed in accordance with the principles of economic efficiency and frugality. These expenses, which are not related to the fee itself, must be included in the fee agreement.

TRAVEL EXPENSES FOR PROJECT PERSONNEL

Expenses for travel/flights can be submitted and claimed according to the applicable federal and state laws (BRKG/LRKG).

STAYS BY PROJECT PERSONNEL

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

EQUIPMENT FUNDING IN GERMANY/ABROAD

- Consumables (e.g. paper, pens, office supplies)
- Assets (e.g. teaching materials, software, licences)
- Rent (e.g. rent for conference rooms)
- Printing/publications/advertising and public relations activities (including printing and copying expenditure e.g. flyers, brochures, posters, academic publications)
- External services (e.g. catering, coach travel, repair service, IT services)
- Other expenditure (e.g. expenditure for field trips, communication)

Funded individuals

MOBILITY OF FUNDED INDIVIDUALS

- **Mobility allowance**
 - › A mobility allowance (see **Table 1**) for travel/flights (Germany ↔ partner country) can be applied for and claimed.
 - › This mobility allowance arises with the first day of travel and must be documented by means of a participant list signed by the participants. (This must be submitted with the intermediate evidence/evidence of use). The mobility allowance covers all costs relating to the trip (including travel/flights as well as expenditure relating to visas, vaccinations, excess luggage, luggage insurance, etc).

- **Mobility scholarships**
 - › For students/graduates, doctoral candidates, postdocs and researchers **in the context of study, research and teaching stays** (see **Table 1**)
 - › The mobility scholarship should be specified in the scholarship agreement.

Table 1

Partner country	Mobility allowance/ mobility grant	
	German/ foreign students/ graduates/ doctoral candidates; foreign academics holding a PhD (EUR)	German academics holding a PhD (EUR)
Albania	525	650
Bosnia and Herzegovina	525	650
Croatia	400	500
Kosovo	675	825
Montenegro	525	650
Northern Macedonia	425	525
Serbia	400	475
Further countries		
Bulgaria	400	
Greece	425	
Croatia	375	
Republic of Moldova	400	
Romania	350	
Slovenia	375	
Turkey	425	
Ukraine	350	
Hungary	225	

- Expenditure for travel/flights **within Germany or a partner country or between different partner countries** can be submitted and claimed in line with the basic principles of economic efficiency and frugality.

STAYS OF FUNDED INDIVIDUALS

- Expenditure for stays (accommodation and meals) **in the partner countries and/or in Germany** can be submitted and claimed in line with the basic principles of economic efficiency and frugality.
- **Residence scholarships**
In the context of **study, research and teaching stays in Germany** (see **Table 2**)

Table 2

Status	Residence scholarship	
	Monthly rate (EUR)	Daily rate in the following month (EUR)
Students before graduation/graduates	934	31
Doctoral candidates and individuals holding a PhD	1,300	43
Postdocs	2,000	89
Experienced researchers	2,150	96
Professors of HEIs	2,300	103

- In the context of **study, research and teaching stays in the partner country** (see **Table 3**)

Table 3

Partner country	Monthly rate/students, graduates (EUR)	Daily rate in subsequent month (EUR)	Monthly rate/doctoral candidates, researchers (EUR)	Daily rate in subsequent month (EUR)
Albania	1,225	41	1,700	57
Bosnia and Herzegovina	1,150	38	1,600	54
Croatia	1,125	38	1,625	54
Kosovo	1,225	41	1,700	57
Montenegro	1,150	38	1,625	54
Northern Macedonia	1,200	40	1,700	57
Serbia	1,175	39	1,675	56

- › The residence scholarship should be specified in the scholarship agreement

FORWARDING

4

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

In addition to the original project activities and objectives, the **project description** must include the activities and related objectives of the beneficiary/ies of the forwarding agreement. This means that the whole project (including the forwarding level) must be addressed.

In the **financing plan**, the expenditure items of the beneficiary/ies of the forwarding agreement must be marked separately from the grant recipient's own

expenditure items (e.g. with 'FR'). This means that the expenditure of the whole project (including the forwarding level) must be listed in the financing plan.

If the specific details of forwarding (recipient, specific content, etc.) are not known 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. The project description must explain their relevance.

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 be based on a forwarding agreement.

The audit report of the evidence of use from the beneficiary of the forwarding agreement must be submitted to the DAAD with the related audit certificate of the grant recipient.

TYPE OF FINANCING

5

Funding takes the form of full financing.

FUNDING PERIOD

6

The funding period begins at the earliest on 1 January 2025 and ends at the latest on 31 December 2025.

GRANT AMOUNT

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A grant of up to EUR 40,000 can be applied for. Applications relating to residence scholarships correspondingly increase the grant.

DISCIPLINES

8

The programme is open to all fields of study.

TARGET GROUP

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Bachelor's students, master's students, doctoral candidates, postdocs, academics, professors.

ELIGIBLE APPLICANTS

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Eligible applicants are state and state-recognised German higher education institutions and/or non-university research institutions based in Germany which are recognised as non-profit organisations and conduct their own research.

SUBMISSION OF AN APPLICATION

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

- Project description, see **form template** (attachment type: project description)
- Endorsement by the university management, see **form template** or explanation in the case of delayed submission before conclusion of the contract (attachment type: programme-specific attachments)
- Provisional event programme, up to 1 page (attachment type: programme-specific attachment)
- Curriculum vitae of the project coordinator at the German higher education institution, up to 1 page (attachment type: programme-specific attachment)
- In the case of forwarding: the project description and financing plan of the forwarding recipient(s) (if known at submission of the application, otherwise to be submitted as soon as known) (attachment type: supplementary financial information)

After the application deadline, no changes to the financing plan, project description, no amended documents or newly submitted documents will be accepted.

APPLICATION DEADLINE

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The application deadline is 2 September 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) The subject-specific and overall quality of the project in terms of its ability to achieve the project and programme objectives (weighting: 70%)
- (2) Quality and rigour of the project design (weighting: 15%)
- (3) Impact of the project on the different target groups and areas addressed beyond the funding period of the project (weighting: 5 %)
- (4) Consideration of diversity (weighting 5%)
- (5) Climate-sensitive project organisation (weighting: 5%)

SCHOLARSHIP SELECTION PROCEDURE

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Selection procedure for scholarships

The grant recipient decides on the award of scholarships on the basis of a selection committee appointed by the grant recipient.

- Public announcement of the scholarship offer
- Composition of the selection committee and selection of committee members
- Selection criteria (e.g. selection of the best candidates, subject-specific or personal aptitude)
- Award of the scholarship
 - › by scholarship contract (e.g. ‘Letter of Award’ and ‘Declaration of Acceptance’)
 - › Distribution of a scholarship certificate (here: naming the DAAD, the funding bodies, specific description of the scholarship benefits and their amount, e.g. residence and/or mobility scholarship)

The selection procedure must be described in the project description.

FORM TEMPLATES

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- Project description
- Endorsement by the university management
- Substantive report

IMPORTANT INFORMATION

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- Information sheet ‘Mobility with a disability/chronic illness’
- Guidelines „Klimasensible Umsetzung von internationalen Hochschulkooperationen in der Projektförderung des DAAD“ (as yet only available in German)
- Guidelines „Chancengerechtigkeit und Diversität in DAAD-Projekten stärken“ (as yet only available in German)

CONTACT

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