**Project description**

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| **General information** |
| Project name |  |
| Applicant institution |  |
| Organisational unit |  |
| Surname, first name ofProject manager |  |
| Approval period (from - to) | date | date |
| Follow-up application *(funding has already taken place in this programme)* | Yes  | [ ]  | no  | [ ]  |
| Co-operation / project partner (Name of institution) |  |
| Surname, first name ofContact person |  |
| Country |  |
| Has a project application been submitted to another DAAD funding programme for the same purpose? | Yes  | [ ]  | no  | [ ]  |
| If so, in which one? |  |
| Has a project application been submitted to another funding organisation or public body for the same purpose? | Yes  | [ ]  | no  | [ ]  |
| If so, which one? |  |
| Has this project application already been submitted to the DAAD but rejected? | Yes  | [ ]  | no  | [ ]  |

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| **Brief description of the project** *(max. one DIN A4 page)* |
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| **Description of the project** |
| 1. Describe:
* the technical content of the project
* the project objectives to be achieved within the scope of the funding
* the relevance of your project
* the relationship of the project to the programme objectives
* Potentials and possible risks and how to deal with them
1. Explain how the project will have a structural or sustainable impact (within and/or outside the participating universities) on the target groups and addressed areas beyond the funding period.
2. In the case of a previously rejected project application, the adjustments must be indicated here.

Use a maximum *of two DIN* A4 *pages*!  |
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| **Description of the measures/activities** |
| Briefly assign the measures/activities to the above project objectives. If there are risks with regard to implementation, name them.Insert new table rows for further measures/activities. |
| **Measure/activity 1** |  |
| Description |  |
| Material and personnel expenditure |  |
| Assignment of project objective(s) |  |
| **Measure/activity 2** |  |
| Description |  |
| Material and personnel expenditure |  |
| Assignment of project objective(s) |  |
| **Measure/activity 3** |  |
| Description |  |
| Material and personnel expenditure |  |
| Assignment of project objective(s) |  |
| **Measure/activity 4** |  |
| Description |  |
| Material and personnel expenditure |  |
| Assignment of project objective(s) |  |
| **Measure/activity 5** |  |
| Description |  |
| Material and personnel expenditure |  |
| Assignment of project objective(s) |  |

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| **Time schedule of measures/activities** |
| The time and event plan serves as tool for planning and describing objectives as precisely as possible. The planned measures/activities should be entered chronologically in the table in bullet points. |
| **Funding measure**  | **Quarter/period** |
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**Please enter a detailed, tabular, day-by-day programme of visits, stating the topics of discussion and interlocutors (including title and function).**

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| **Revenues/expenditure not to be documented** |
| If revenues/expenditures that cannot be documented are entered in the financing plan, they must be presented here in a plausible manner.  |
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| **Project partners / co-operation partners**  |
| Describe the tasks and role of the partner(s). |
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| **Climate sensitive project organisation** |
| Briefly explain how you intend to organise the project in the most climate-friendly as possible. |
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| **Consideration of** **Diversity**  |
| Briefly explain how you take the promotion of diversity into consideration in your project. |
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| **Forwarding of the grant** |
| Is forwarding of the grant planned?  | Yes  | [ ]  | no  | [ ]  |
| If **yes,** please name the forwarding recipient and briefly explain how the forwarding(s) represents an advantage.Add further lines for additional forwarding recipients. |
| Name Institution |  |
| Surname, first name ofContact person |  |
| Country |  |
| Explanation |  |