

## Annex 1

### To the DIES Partnerships with Developing Countries Leaflet (valid from 1 January 2013)

## Subsidy Rates

### 1. Eligible expenses

In principle, the **sending party** will pay the *transport expenses (travel expenses and flights)* to the host university, the **receiving party** will pay the **subsistence expenses** plus any transport costs in the host country that may become necessary as part of the cooperation.

#### 1.1 Transport expenses (travel expenses and flights):

- **For German partners:** Best value-for-money connections from university town to university town for German partners (including taxes, security fees). Herewith only university towns of the DAAD partner higher education institutions are principally referred to.
- **For foreign partners:** For particularly financially weak partner universities that are unable to pay the transport expenses of their staff, the German university can subsidise the travel expenses subject to the maximum funding rates (cf. 2.2.). Nevertheless, partners should make their own contributions.

#### 1.2 Subsistence costs:

- **For foreign partners:** Daily allowances and accommodation costs (including health insurance). All further **local transport expenses** for foreign partners should also be paid from this – provided they are not paid by the host – up to the maximum rates cited under 2.
- Visits by foreign participants should use all possible university and private accommodation options.
- The length of funding for visits by foreign participants to Germany is limited (see below), the funds for longer visits should be provided by both partners.
- **For German partners:** see part III.1
- It is possible to invite third-party resource persons for special events, such as workshops, etc. In this case, a subsidy could be made towards the transport costs and the subsistence costs.

#### 1.3 Material expenses:

The following costs, for arranging workshops or seminars or for purchasing teaching material and communication media **for the partners in developing countries**, are eligible costs.

- Teaching materials and books of relevance to the DIES Programme (textbooks and specialist books and media; printing and reproduction, etc.) as well as consumables (toner, inks, transparencies, disks, CDs, hardware add-ons for communication purposes): up to **2,500 euros** per funding year.
- Minor equipment for communications/for modern information and communications technologies (e.g. for connecting satellite telephones to academic/specialist networks or communications circles): **one-off payment of up to 3,500 euros** for the entire funding period of the partnership project. This is subject to the requirement that the operating and follow-up costs for such equipment are proven to be covered.

## Annex 1

### To the DIES Partnerships with Developing Countries Leaflet (valid from 1 January 2013)

#### 1.4 Staff expenses:

- Temporary student and academic assistants can be financed for project-related assignments at the foreign partner university (e.g. for producing the above-mentioned media, for preparing events, and for administration purposes, etc.). The foreign partner must be advised of the opportunity of being able to use staff expenses to take part in the partnership project. The level of these expenses should be in line with the average payment for corresponding student researcher staff at the partner university.
- Temporary student and academic assistants can be financed for project-related assignments at the German partner university (e.g. for producing the above-mentioned media, for preparing events, and for administration purposes, etc.).
- Expenses for the employment of project coordinators (usually at the local partner university) can be covered.
- Expenses for translation of teaching and project-related materials can also be claimed here.

#### 1.5 Other ancillary expenses:

- Visa fees, vaccinations for German partners
- For the administration of work-intensive events, such as workshops, conferences, etc. **a lump sum for operating costs of 1,500 euros** per funding year can be granted.
- Expenses for excursions in the framework of the project up to a maximum of **5,000 euros**
- Fees for international money transfers (e.g. transfer fees) in the amount of **250 euros** per funding year
- To secure the project's sustainability, up to **2,500 euros** can be additionally granted in the final funding year for contact-making travel aimed at raising funds for the possibly required continuation of the project from other international financial sources.

## 2. Maximum rates for foreign participants (in euros)

### 2.1 Transportation expenses:

**Transport expenses to Germany** for participants from particularly financially weak partner universities in developing countries of up to **2,000 euros/per journey** may be paid subject to relevant special reasons.

For participants taking part in **South-South exchange**, **transport expenses** of up to **1,500 euros/per journey** per participant can be paid.

### 2.2 Subsistence expenses:

<i>Participant's status</i>	<i>monthly</i>	<i>Day rates for short stays up to and incl. 21 days</i>
<b>To Germany</b>		
a) Students (up to 1 month)	750,- €	35,- €
b) Young university administrators/managers, graduates, post-docs (up to 5 months)	1000,- €	70,- €
c) Administrative University Staff, Scholars, Associate Professors, Assistants [Lecturers and Junior Lecturers] (up to 1 month)	1,990,- €	95,- €

## **Annex 1**

### **To the DIES Partnerships with Developing Countries Leaflet (valid from 1 January 2013)**

d) Professors [full professors, readers, senior lecturers and comparable academics and scientists] (up to 1 month)	1,990,- €	95,- €
e) Executive university staff [Heads of departments and deans] (up to 14 days)	not applicable	130,- €
<b>Between developing countries (South-South exchange)</b>		
f) Students (up to 1 month)	400,- €	30,- €
g) Young university administrators/managers, graduates, post-docs (up to 5 months)	500,- €	40,- €
h) Professors [full professors, readers, senior lecturers and comparable academics and scientists] (up to 1 month)	600,- €	50,- €
i) Executive university staff [Heads of departments and deans] (up to 14 days)	not applicable	60,- €

The **health insurance** contribution must also be paid from these standard rates. Foreign guests must be made aware of the need for adequate insurance. If overseas health insurance cannot be concluded in the home country, measures must be undertaken to ensure that the foreign participant is insured immediately upon arrival in Germany.

### **3. Maximum rates for German participants (in euros)**

#### **3.1 Subsistence expenses:**

- In **individual** cases and if no contribution is made by the foreign partner university, university administrators, managers and professors can, **with special reason** and **after consultation with the DAAD**, be given a grant towards the subsistence expenses of up to a **maximum of 50 euros/per person daily** for up to a maximum of one month.

#### **3.2 Transport expenses:**

- Best value-for-money connections from university town to university town (including taxes, security fees).

### **4. Non-eligible expenses**

- Expenses for permanent staff, interpreters, room rentals, catering, equipment, decoration, presents, furniture, insurances, cancellation fees, postage, telephone and internet use, use of mainframe computers, accompanying persons, participation fees for trade fairs, seminars, conferences.

Bonn, March 2012