

INFORMATION LEAFLET – SMALL EQUIPMENT PROGRAMME

Who can apply?

One-year scholarship holders from developing countries and Eastern and Southeastern European countries, especially scholarship holders from the fields of engineering, natural sciences, agriculture and forestry, who received DAAD support for a period of 10 months or longer can submit an application for a grant towards the purchase of small equipment and materials before they return to their home country. **Not eligible to apply** are former scholarship holders from **all** members of the European Union.

Application Deadline

The application can be placed as soon as the applicant has concrete plans for the return to the home country. The application must be placed **at the latest** two months before the DAAD scholarship comes to an end.

Type and Extent of Support

- 1) Applications can only be made for small equipment and materials with direct relevance to the project carried out at the German higher education institution.
- 2) **Video recorders, photo equipment, office equipment (e.g. photocopiers and computers, Laptops including software and peripherals) are absolutely excluded from the programme award.**
- 3) As a rule, grants up to a value of **€ 1.500,- (inclusive of value added tax)** can be awarded. Scholarship holders are themselves responsible for transport and customs duties.

Application information

The application can be submitted informally in writing and must include the following information:

- 1) A detailed description of the scientific project.
- 2) Reasons why the equipment or material being applied for is necessary and significant, the use to which it will be put, and where applicable, aspects relating to the specific selection of equipment manufacturer.
- 3) Statement by the applicant confirming that after the return to the home country a position will be available at a higher education institution or another research institute, that it is intended to use the funded equipment to continue the project started in Germany at the home institute and that such use of the equipment is feasible.
- 4) Confirmation by the home higher education institution affirming the employment after the return from Germany.
- 5) Two quotations for the chosen equipment from various companies to enable price comparisons to be made. Please make sure that the offers are still valid at the time the application is placed. Catalogue- and Internet pages as well as brochures will not be accepted as quotations.
- 6) Statement by the supervising German higher education institution on the suitability of the chosen equipment as far as the future work of the applicant at the home institute is concerned.
- 7) The departure date for the return journey to the home country.

The confirmation of the home higher education institution, the offers and the statement from the German higher education institution have to be submitted by regular mail as original documents.

Procedure

- 1) The support grant is offered subject to the limited financial resources.
- 2) The equipment can only be ordered from the companies specified in the application once the support grant has been approved.
- 3) Invoices must be presented **direct** to the DAAD.
- 4) Invoices are paid direct by the DAAD to the supplier companies.
- 5) Transport of the equipment to the home country must be personally arranged by the scholarship holder.
- 6) The DAAD cannot pay any transport costs or customs duties.

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