

Appendix 1

Funding requirements 2019 – Higher Education Dialogue with the Muslim World**Expenditure eligible for funding**

All project-related expenses incurred as part of implementation of the measures referred to as eligible for funding in the call for applications are eligible for funding. The expenses are to be assigned according to type of expense in the financing plan and described in detail in accordance with the information in the help texts (see overview of help texts in the Help Centre on the DAAD portal). Please make sure to provide **all necessary mandatory and detailed information** and check that you are using up-to-date allowances and funding rates in your financing plan.

Personnel resources for conducting and supervising the project in Germany and abroad

Use of academic collaborators, student and research assistants, as well as other personnel who have an employment contract with the applicant institution or partner university.

Material funding in Germany/abroad

- Fees (e.g. for lecturing activities by external professionals in Germany and the target region)
- Travel expenses (mobility and visits) for project staff to and from the location of the event in accordance with the German Federal Travel Expenses Act (Bundesreisekostengesetz – BRKG), with only 2nd class train journeys and economy class flights being eligible for funding
- Materials for planning, implementing and the follow-up of events (e.g. telephone costs, printing and copying costs, consumables, books as well as any required equipment)

Funding recipients

Mobility expenses of funded persons (see funding rates)

Living expenses of funded persons (see funding rates)

Not eligible for funding are tips, gifts for hosts, inventory for German higher education institutions.

Funding details**1) Mobility of foreign and German participants****Funding rates for journeys between the target region and Germany**

Granting of country-specific DAAD travel allowance (incl. journey to and from airport, taxes, visa and other charges), in accordance with Appendix 2.

Funding rates for journeys within target region and within Germany

Expenses for journeys within the target region e.g. for joint field research visits or in South-South exchange as well as for journeys within Germany should be estimated with a view to cost efficiency (only 2nd class train journeys, only economy class flights).

2) Visits by foreign and German participants

Daily and accommodation allowances as a lump sum, with visits of up to 12 days in the form of a daily allowance, in cases of visits lasting over 12 days as a monthly allowance. **The days of arrival and departure are counted together as 1 day.**

The allowances should also be used to pay international health insurance contributions. The importance of adequate insurance coverage must be pointed out to guests from abroad. If it is

not possible to take out an international health insurance in the home country, the foreign participants should be insured by the German host or it should be made sure that they insure themselves promptly after arrival in Germany.

Note: Expenses due to **journeys** and **visits** by employees of German higher education institutions should be calculated in accordance with the German Federal Travel Expenses Act (Bundesreisekostengesetz– BRKG) and/or the Foreign Travel Expenses Regulation (Auslandsreisekostenverordnung – ARV) and appropriate evidence should be provided.

Funding rates for stay in Germany and in target countries

Stay in Germany	Monthly (from 13th day onwards)	Daily rates for short stays of up to and including 12 days
• Students	EUR 750	EUR 50
• Graduates with a Bachelor's degree	EUR 850	EUR 60
• Doctoral candidates, academics, lecturers, assistants etc. (each with Master's degree or equivalent)	EUR 1,200	EUR 80
• Academics with doctorates and professors	EUR 2,000	EUR 89

Stay in target countries	Monthly (from 13th day onwards)	Daily rates for short stays of up to and including 12 days
• Students	EUR 750	EUR 55
• Graduates with a Bachelor's degree	EUR 825	EUR 65
• Doctoral candidates, academics, lecturers, assistants etc. (each with Master's degree or equivalent)	EUR 1,125	EUR 85
• Academics with doctorates and professors	EUR 2,000	EUR 89

A food allowance of EUR 10 per person per day of the event (**not for the days of arrival and departure**) can be requested for local participants (persons with their place of residence in the city in which the event or measure is held).