

## Call for Applications

**Procedures and Guidelines for Academic Institutions  
Applying to Participate as  
Host Institutions**

in the Scholarship Programme ***In-Country/In-Region***  
**Strengthening Higher Education and Research in West and Central Africa**

**Funded by the Federal Ministry for  
Economic Cooperation and Development (BMZ)**

**Application Closing Date: 25th February 2019**  
**Next Selection: April 2019**



## What are the programme's background and objectives?

The programme aims at fostering strong, internationally oriented higher education systems in West and Central Africa with the capacity to contribute to sustainable development. To this end, scholarships are granted for development-related Master or doctoral studies for individuals who plan to pursue a career in teaching and / or research at a higher education institution in West and Central Africa.

**Scholarships are awarded generally only for selected (post)graduate programmes at host institutions that are affiliated with the programme. These will receive a maximum quota of scholarships (both In-Country and In-Region with an emphasis on In-Region scholarships) for (post)graduates programmes or individual doctorates. This call for applications is therefore aimed at West and Central African higher education institutions wishing to participate as host institution in the programme.**

By training future academic and professional leaders, the programme contributes to the following **long-term impacts**:

- Qualified professionals' involvement in the solution of development-related problems in West and Central Africa
- Graduates strengthening education and research in West and Central Africa
- Structural strengthening and regional networking of partner institutions and partner universities

To achieve these long-term impacts, the following outcomes have been formulated as programme objectives:

**Programme objective 1:** Graduates are qualified to take on responsible positions in or for their region of origin

**Programme objective 2:** The participation of women and underprivileged groups is reinforced

**Programme objective 3:** Organisational, financial and personal capacities of partner institutions are strengthened

The target group for scholarships are graduates and postgraduates from Sub-Saharan Africa with a first academic degree if applying for a Master's programme, or with a Master's degree if applying for a doctoral programme who want to pursue Master's or PhD courses in their home country (so called **In-Country scholarships**) or in another Sub-Saharan African country (**In-Region scholarships**). The last academic degree should be generally no more than six years old. Funding is generally granted for a period of up to 2 years for Master programmes or up to 3 years for doctoral programmes/individual doctorates. **All further details regarding scholarship funding are listed in the respective call for applications.**

## How is the programme monitored?

With the aim of achieving the above-mentioned objectives, the programme will be monitored through a results-oriented monitoring. Selected institutions are expected to actively participate by submitting an annual report, for which a template is provided by DAAD. In addition, the DAAD carries out a graduate survey at the end of the scholarship and 3 years after the scholarship to gather data on the development of the scholarship competencies' and careers. Participating higher education institutions will be asked to provide up-to-date contact details of their graduates.

## Who is eligible for application?

West and Central African universities, research institutes and (research) networks which offer high quality Master programmes, doctoral programmes, or individual doctorates which are geared towards capacity building of teaching and research staff.

**Which subject areas are eligible for funding**

Applying networks need to define and provide detailed information on all member institutions where scholarship holders will be admitted (generally at least three).

All applying institutions need to prove that at least one intake of the respective study or research programs has graduated successfully.

The offered Master programmes, doctoral programmes, or individual doctorates need to focus on subject areas with strong relevance to national development (including the applied social sciences, environmental and other special areas of law but excluding the fine arts). The humanities might be considered in exceptional cases only if the aforementioned condition is met.

**Not more than 3 (post)graduate programmes per institution can be mentioned in the application form.**

**Which measures can be funded in which time frame?**

After being successfully admitted to the programme, the host institution receives a maximum quota of scholarships each intake (subject to availability of sufficient budgetary resources). The quota depends on the number of places offered by the respective institution, the overall number of applicants, and available financial resources. When the quota is not met (due to financial or administrative reasons from either side) the quota cannot be taken into the next fiscal year.

**The amount of In-Region scholarships needs generally to be higher than the amount of In-Country scholarships (generally 70/30).**

The host institutions are affiliated with the programme for three intakes. Afterwards they can reapply for participation. The participation as host institution in the programme will generally take the form of a affiliate agreement between the DAAD and the host institution. The cooperation agreement lists the binding specifications and mandatory procedures regarding, among others, the monitoring of the programme, the execution of the pre-selection of the scholarship holders and the financial administration.

The scholarship funding (stipends in EUR covering the cost of living including accommodation, travel allowance, health insurance, and regular university/institute/ network fees) is generally paid directly to the scholarship holder. The mentioned university/institute/network fees can also be paid directly to the host institution on basis of the above-mentioned affiliate agreement.

The amount of university/institute/network fees needs to be appropriate for the country/ region and adequate to the academic quality offered by the applying institution/network. Network fees must under any circumstances be identical to the usually charged fees of the university.

No additional funding is provided within this programme. Participating institutions are invited, though, to hand in applications for other DAAD programmes to strengthen their institutional capacities and/ or to offer more focused support activities for the scholarship holders. Respective information will be provided after admission to the programme.

**Which are the selection criteria for applying institutions?**

The project proposals will be evaluated according to formal and content criteria, with a particular emphasis on relation to development issues and impact orientation. The following criteria will be applied in the evaluation of applications:

- 1. Academic expertise:** The applying institution provides high quality academic education through renowned faculty and gives detailed information on all (post)graduate programmes that are included in the application (not more than 3). It reflects cutting-edge research as well as application-oriented skills and know-how, makes use of the most up-to-date concepts, methods and methodologies in its field and shows strong motivation to continually develop and improve its academic portfolio.

Doctoral programmes/individual doctorates are research-oriented and systematically integrate students in ongoing research projects.

2. **Relevance to development and capacity building as described in the programme objectives:** The (post)graduate programme/ individual doctorate is clearly related to topics relevant to development and at the same time aims at capacity building in higher education and research. This is demonstrated by explaining the institution's contribution to the programme objectives (outcome-level of the results framework, see above).
3. **Cooperation and networking:** The applying institution (or department hosting the individual doctorate) regularly pursues cooperation and networking activities within and beyond academia, fostering inter-institutional and international exchange. Experience in managing international projects and cooperation with German partners are especially desirable.
4. **Professional training:** The applying institution offers training in academic, mentoring and management skills that enable the students to apply their acquired knowledge in their subsequent academic or professional careers, stimulating change and development.
5. **Accreditation and quality assurance through results-oriented monitoring:** The applying institution corresponds to the higher education accreditation standards of the respective country and has graduated at least the first student intake successfully. It provides an alumni concept comprising measures of preparing and tracking its students' subsequent academic or professional careers. In addition, it takes effective steps towards continuous quality assurance and quality improvement as well as takes actively part in the DAAD monitoring efforts of this programme by committing to submit an annual report.
6. **Admission, equality and In-Region students:** The applying institution demonstrates a transparent selection process, implementing measures to enhance participation of women, underprivileged groups related to, e.g., disability, social or regional background, and the admission of In-Region students. Its admission criteria/process take into consideration that the amount of In-Region scholarship holders has generally to be higher than the amount of In-Country scholarship holders (generally 70/30) and that DAAD scholarships can only be awarded to applicants who:
  - have successfully completed generally a two-year university degree (Master candidates) or a three-year university degree (doctoral candidates) with above average results (upper third of class)
  - clearly show motivation and strong commitment
  - have thorough knowledge of the language of instruction
  - have completed their last university degree not more than 6 years ago at the time of application
  - must be nationals of a Sub-Saharan African country

7. **Infrastructure, management and staff development:** The applying institution provides sufficient infrastructure (space, equipment, service facilities), a clear organisational structure, efficient management and a strong focus on staff development, a staff development plan (for the supervisors of the DAAD scholars) and a staff list. It has identified a member of staff who will be in charge of the financial administration and will act as contact partner for DAAD and scholarship holders.
8. **Target group orientation and support services:** The applying institution (or department hosting the individual doctorate) follows a target group-oriented didactic approach and ensures efficient support services (e.g. administrative, social, and intercultural support), taking into account the heterogeneity of its students. The applying institution provides a concrete support concept for the scholarship holders (mainly for In-Region candidates), explaining the planned support services and listing up the planned support activities.

The applying institution also provides a plausible overview of the requested university/institute/network fees and is able to verify that these fees are the regular ones being demanded from all students (Official fee structure needs to be included). It will not be possible to ask for extra fees from DAAD scholars which will not be charged from regular students.

#### Selection procedure

The selection of host institutions is carried out by an independent committee of international peers (university professors) to be nominated by DAAD and the respective regional university associations of West and Central Africa.

The selection of scholarship holders will take place after the selection of the host institutions. The host institution will screen, pre-select (according to DAAD selection criteria) and short-list up to twice as many applicants as scholarships are available. A complete list of all the applicants and a pre-selection report and lists showing the participants of the pre-selection and explaining the criteria employed, has to be submitted to the DAAD. An appropriate template will be provided. DAAD reserves the right of final selection.

#### Required application documents

Mandatory documents:

- Application form (including a staff development plan, a staff list, a concrete support concept and an alumni concept, these documents can also be submitted as an annex)
- Annex I “Information on (post)graduate programmes”
- Signed endorsement of the leadership of the applying university/ institute/ network
- Module book/course plan for each (post)graduate programme mentioned in the application; research areas for future PhD scholars
- statistics on applications, students, alumni, graduation rates, dropout rates
- Official fee structure

If applicable

- Charter certificate of the applying institution/ Accreditation certificate(s) of (post)programmes
- Marketing samples (e.g., flyer)

**Application closing date and submission**

West and Central African universities, research institutes and research networks can submit their completed applications **until 25<sup>th</sup> February, 2019** to:

The electronic version must be sent to [st32@daad.de](mailto:st32@daad.de).

Additionally, a **hard copy** must be sent to:

German Academic Exchange Service  
Section ST32 – Scholarship Programmes Africa  
In-Country/In-Region Programmes West and Central Africa  
Kennedyallee 50  
53175 Bonn  
Germany

The selection of (post-)graduate programmes/host institutions will be completed in April 2019.

**Contact and consultation**

Before applying, a sufficiently prior consultation with DAAD is highly recommended. Please contact:

Anglophone countries:

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Francophone countries:

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