



THE GERMAN VERSION OF THIS DOCUMENT SHALL BE LEGALLY BINDING

FUNDING FRAMEWORK

Ta’ziz Short-Term Measures 2025

PURPOSE AND OBJECTIVES

1

The German Academic Exchange Service (Deutscher Akademischer Austauschdienst – DAAD) is awarding funds provided by the German Federal Foreign Office (Auswärtiges Amt – AA) to support the programme line ‘Ta’ziz Short-Term Measures’ under the ‘Ta’ziz Partnership’ programme. The Arabic word ‘Ta’ziz’ means ‘strengthening /consolidation’ and is intended to clearly express the planned outcome of this programme.

The ‘Ta’ziz Partnership’ programme includes two further programme lines: ‘[Ta’ziz Science Cooperations](#)’ and ‘[Ta’ziz Networking](#)’. Each of these two programme lines has its own respective funding framework.

All programme lines of the ‘Ta’ziz Partnership’ programme support political processes aimed at more democracy and rule of law in the MENA region. Higher education and academic cooperation play an important role in times of social and political transformation. A Ta’ziz Partnership creates additional opportunities to strive for reform at Arabic higher education institutions, and to include non-university partners from academia and research, the public sector (e.g. politics, administration, state-owned corporations/enterprises), business (e.g. private companies, industrial companies) or civil society (e.g. NGOs, associations, foundations). In all programme lines, special attention is paid to the participation of women, diversity and the increase of practical relevance in order to improve the employability of the participants.

Funding under the ‘Ta’ziz Short-Term Measures’ programme line is intended to promote the establishment and/or expansion of professional cooperation between German higher education institutions and non-university partners with higher education institutions from the MENA region (**Middle East & North Africa**), primarily from **Tunisia, Sudan, Lebanon** and **Iraq**, as well as from **Egypt, Algeria, Yemen, Jordan, Libya** and **Morocco**. An additional aim is that existing partnerships and established scientific relationships that have already been funded are finalised or intensified/consolidated through specific and short-term measures.

The objectives of the funding programme are

- 1: Cooperation and transfer of knowledge between the participating higher education institutions and non-university partners in the areas of teaching, research and/or higher education management and/or transfer are initiated, intensified, expanded and/or consolidated.
- 2: Students, lecturers, (junior) scientists/ researchers and/or higher education management staff have acquired (inter)disciplinary and/or administrative competences.

3: The implementation of concepts and/or (knowledge-based) products relating to teaching, research and/or the reformative processes in the field of higher education management are initiated or intensified in ways that correspond to the local context and reflect the state of the art in science.

Note:

Within the framework of this programme line, knowledge and experience gained from projects carried out can be consolidated and made available to other higher education institutions and non-university partners, and thus multiplied.

With regard to the funding logic and the results (outputs), programme objectives (outcomes) and longer-term effects (impacts) of the funding programme, see the results framework in the ROM handout (see **Annex 2**).

Project objectives do not have to be defined for all programme objectives.

For impact-oriented project planning, see **Annex 2**.

Ecological sustainability

The DAAD has set itself the goal of further reducing its ecological footprint as an organisation and funding body. In the context of project funding, efforts should be made to plan and implement projects in a way that preserves resources, the climate and the environment. This applies in particular to mobility/travelling and, depending on the type and scope of the project, can also relate to procurement and allocation, event management or marketing and public relations. Further information on climate-sensitive implementation of international university cooperation in DAAD project funding can be found in the [handout](#).

Diversity

In its diversity agenda, the DAAD defines diversity, equal opportunities and inclusion as important cross-cutting goals for international academic exchange. Thus, talented people should be given the opportunity to contribute their diversity and different perspectives in the context of project funding. Projects must be planned and realised with this cross-cutting objective into account. Additional funding can be provided for people with disabilities and chronic illnesses (see information sheet "Information on mobility with disabilities and chronic illnesses"). Further information on diversity and equal opportunities in DAAD-funded projects can be found in the [handout](#).

ELIGIBLE MEASURES

2

Eligible measures are:

- Implementation of initiation trips and fact-finding missions
- Project-related exchange of students, lecturers, (junior) scientists/ researchers and/or higher education management staff in the context of a short-term measure

- Implementation of (digital) events (e.g. professional development sessions, workshops, symposiums, conferences, colloquia, summer/winter schools)
- (Further) development of concepts and/or (knowledge-based) products relating to teaching, research and/or higher education management (including curricula, processes, publications, models, exhibitions, print products)

Not eligible for funding are:

- Measures/Activities that are exclusively focused on research cooperation
- Representative trips not related to a project
- Stays (e.g. research, teaching and study stays) that serve exclusively to fund individuals and are not granted as part of a partnership project.

**ELIGIBLE
EXPENDITURE**

3

All expenditure necessary for the realisation of the project (implementation of the measures) is eligible for funding. This includes in particular:

Personnel resources for project implementation and support

PERSONNEL IN GERMANY (grant recipients)

- research associates
- research assistants
- student assistants
- other personnel

Personnel expenditure includes the gross salary paid by the employer. Annual bonus payments under collective agreements are only eligible for funding during the approval period and only insofar as the payment date falls within this period. Other individual and collectively agreed one-off payments are only eligible for funding if the DAAD has issued a regulation to this effect and communicated it.

PERSONNEL ABROAD (forwarding recipients)

- research associates
- research assistants
- student assistants
- other personnel

Personnel expenditure relating to a forwarding recipient can only be claimed based on a forwarding agreement. The level and modalities of personnel expenditure abroad are to be based on local practice.

Note:

The requested personnel expenditure should generally not exceed 20 per cent of the total proposed expenditure.

Material resources

HONORARIES (not for own staff)

- relating to external speakers, external service providers

- relating to translation of teaching and learning materials, flyers, brochures, web pages and the like

The amount of the honorarium may be based on the rates specified in **Annex 3** or according to customary local rates.

Expenditure for mobility and, if applicable, accommodation can also be applied for and claimed in accordance with the principles of economic efficiency and frugality (only second-class train journeys – irrespective of duration – and economy class flights). These expenses, which do not relate to the fee itself, must be included in the fee agreement.

MOBILITY OF PROJECT PERSONNEL (grant recipient's personnel)

Expenses for travel/flights can be applied for and claimed in accordance with the federal travel expenses act (BRKG)/state travel expenses act (LRKG); in deviation from this, train journeys only 2nd class and flights only in economy class.

MOBILITY OF PROJECT PERSONNEL (forwarding recipient's personnel)

- The forwarding recipient's personnel can apply for and claim a **mobility allowance** for travel and flight expenses in line with **Annex 1, Table 2**.
 - › The mobility allowance arises from the first day of the trip and must be evidenced by a list of participants signed by the participants (this must be submitted with the interim report/evidence of use to the DAAD on request). The mobility allowance covers all expenses associated with the trip (including travel and flights as well as expenses for visas, vaccinations, excess baggage, baggage insurance, etc.).

STAY OF PROJECT PERSONNEL (grant recipient's personnel)

Expenses for the stay (accommodation and meals) can be applied for and claimed in accordance with the federal travel expenses act (BRKG)/state travel expenses act (LRKG).

STAY OF PROJECT PERSONNEL (forwarding recipient's personnel)

- The forwarding recipient's personnel can apply for and claim an **accommodation allowance** for their stay (accommodation and meals) in line with **Annex 1, Table 4**.
- Residence expenses may be applied for and claimed according to the principles of economic efficiency and frugality if the forwarding recipient's personnel cannot be assigned to a status group in Table 4.
 - › The accommodation allowance arises on the first day of the stay and must be evidenced by a list of participants signed by the participants (this must be submitted with the interim report/evidence of use to the DAAD on request). The accommodation allowance covers all costs of accommodation and meals as well as health, accident and liability insurance.

MATERIAL RESOURCES IN GERMANY/ABROAD

- Consumables (e.g. test tubes, paper)
- Assets (e.g. computers, projectors, laboratory equipment, books) only for the participating partner higher education institution(s) abroad, in other cases only after consultation with the DAAD
- Room rental (including rent for meeting rooms only if it can be evidenced that none of the participating higher education institutions have rooms available)
- Printing/ publications/ advertising and public relations (e.g. flyers, brochures, posters, academic publications)
- External services (e.g. bus travel, repair services, translations), IT services (e.g. development/ installation/ maintenance of communication and learning platforms, websites, e-journals, online libraries)
- Other expenditure
 - › Including bank transfer fees, telephone/internet/postage fees
 - › A **meal allowance** of 20 euros per person/ event day (not for the day of arrival/ departure) for participants who are not funded individuals. The meal allowance is due on the first day of the event and must be evidenced by a list of participants signed by the participants (this must be submitted with the interim report/evidence of use to the DAAD on request). The meal allowance covers all catering expenses.

The following are not eligible for funding:

- Catering
- Basic equipment (tangible and intangible assets) for the grant recipient
- Tips
- Gifts for guests

Funded persons

MOBILITY OF FUNDED PERSONS

- Mobility allowance
 - › A mobility allowance for **German and foreign students, graduates, doctoral candidates, experienced researchers and professors** can be applied for and claimed (see **Annex 1, Tables 1 and 2**) to cover travel/ flight expenses (Germany ↔ partner country).
 - › This mobility allowance arises from the first day of the trip and must be evidenced by a list of participants signed by the participants (this must be submitted with the interim report/evidence of use to the DAAD on request). The mobility allowance covers all expenses associated with the trip (including travel and flights as well as expenses for visas, vaccinations, excess baggage, baggage insurance, etc.).
- Mobility (travel/ flight expenses) **within Germany or within the Arab region** may be applied for and claimed relating to **participants from Germany and the Arab region** according to the principles of economy and frugality (second class train journeys, economy class flights); mobility **outside the destination region** (e.g. in the context of joint field research visits or as

part of South-South exchange) can be applied for and claimed on a case-by-case basis.

- Travel and flight expenses for **Arabic and German non-university partners** (second-class train journeys, economy class flights) travelling **Germany <-> partner country, partner country <-> Germany, within Germany or within the target countries** are to be separately substantiated and in the event of particular relevance to the project may be applied for and claimed according to the principles of economic efficiency and frugality.

RESIDENCE OF FUNDED PERSONS

- Accommodation allowance
 - › An accommodation allowance can be applied for and claimed for both **German students, graduates, and doctoral candidates** and for **foreign students, graduates, doctoral candidates, experienced researchers and professors** relating to a stay (accommodation and meals) in the partner country or in Germany (see **Annex 1, Tables 3 and 4**).
 - › An accommodation allowance can be applied for and claimed for **participants from Germany** (beyond the location where they usually live) for a stay in Germany (e.g. for joint field research visits) in justified exceptional cases (only after approval by the DAAD) – see **Annex 1, Table 4**.
 - › An accommodation allowance can be applied for and claimed for **participants from the Arab region** (beyond the location where they usually live) relating to stays within the target region, and outside the target region in justified exceptional cases (only after approval from the DAAD), (e.g. for joint field research visits or as part of South-South exchanges) – see **Annex 1, Table 3**.

The accommodation allowance arises on the first day of the stay and must be evidenced by a list of participants signed by the participants (this must be submitted with the interim report/evidence of use to the DAAD on request). The accommodation allowance covers the costs of accommodation and meals as well as health, accident and liability insurance.

- The expenses for a stay by **experienced German researchers and professors** (accommodation and meals) in the partner country can be applied for and claimed according to the principles of economy and frugality.
- The expenses for a stay by **Arabic and German non-university partners** in Germany or in the target countries are to be separately substantiated and in the event of particular relevance to the project can be applied for and claimed according to the principles of economic efficiency and frugality.

Note:

The foreign funded persons must be informed of the necessity of sufficient insurance cover. If it is not possible to take out foreign health insurance in their home country, the foreign participants must be insured by the grant recipient,

or the grant recipient must ensure that they take out such insurance immediately upon arrival in Germany.

FORWARDING

4

The forwarding of the grant for project funding (in whole or in part) is possible if this is necessary to achieve the purpose of the grant.

In addition to the original project activities and objectives, the **project description** must include the activities and related objectives of the beneficiary/ies of the forwarding agreement. This means that the whole project must be addressed (including the forwarding level).

In the **financing plan**, the expenditure items of the forwarding recipient(s) must be labelled separately from the recipient's own expenditure items (e.g. with "FR"). This means that the expenditure of the whole project (including the forwarding level) must be shown in the financing plan.

If the specific details of forwarding (recipient, specific content, etc.) are not yet known at the time the application for project funding is submitted (before the grant agreement is concluded), expenditure, that would be incurred by a possible forwarding recipient, must be shown as own expenditure in the financing plan for the time being. The project description must explain their relevance. As soon as the actual forwarding of the grant is known (after conclusion of the grant agreement), a change application for project funding (adaptation of the project description and financing plan) must be submitted to the DAAD.

Forwarding takes place on the basis of a forwarding agreement.

The audit report on the proof of use of funds by the forwarding recipient must be attached to the proof of use of funds by the funding recipient, which must be submitted to the DAAD.

TYPE OF FINANCING

5

Funding is provided by way of full funding.

FUNDING PERIOD

6

The funding period begins at the earliest on **1 March 2025** and ends at the latest on **31 December 2025**.

GRANT AMOUNT

7

A grant of up to **40.000 euros** can be applied for.

DISCIPLINES

8

The programme is open to all disciplines.

TARGET GROUP

9

Bachelor's students, Master' students, doctoral candidates, lecturers, (junior) scientists/researchers, professors, higher education management staff

There should be a major drive for the involvement of non-university partners from academia and research, the public sector (e.g. politics, administration, state-owned corporations), business (e.g. private companies, industrial operations) or civil society (e.g. NGOs, associations, foundations) from Germany and the above-mentioned Arab partner countries.

The inclusion of alumnae and alumni from Germany would be welcomed.

ELIGIBLE APPLICANTS

10

Eligible applicants are state and state-recognised German higher education institutions and/or non-university research institutions based in Germany which are recognised as non-profit organisations and conduct their own research.

SUBMISSION OF AN APPLICATION

11

The application for project funding must be submitted in complete form and in due time exclusively via the DAAD portal (www.mydaad.de). In addition, the following documents must be uploaded in the "Attachments" tab:

- Project description, see **form template** (attachment type: project description / Projektbeschreibung)
- Project planning overview, see **form template** (attachment type: project planning overview / Projektplanungsübersicht)
- optional: Any cooperation agreement involving the participating higher education institution/s (e.g. Memorandum of Understanding, Letter of Intent) (attachment type: contracts/ agreements / Verträge/Vereinbarungen)
- Endorsement by the German higher education management, see **form template** (attachment type: programme-specific attachments / programmspezifische Anlagen) (subsequent submission with justification possible until conclusion of grant agreement)
- Endorsement by the foreign higher education management(s), see **form template** (attachment type: programme-specific attachments / programmspezifische Anlagen) (subsequent submission with justification possible until conclusion of grant agreement)
- Confirmation letter from the non-university partners (attachment type: programme-specific attachments / programmspezifische Anlagen) (subsequent submission with justification possible until conclusion of grant agreement)

After the application deadline, changes to the financing plan, project description and subsequently submitted or amended documents will no longer be considered.

Deviating from this, the endorsements of the project application of the German and foreign higher education management and the confirmation letter from the non-university partners may subsequently be submitted up to the point at which a contract is concluded. This must be justified in the timely application.

APPLICATION DEADLINE

12

Application deadline is
29 November 2024 for measures/activities between 1 March and 31 December 2025
30 May 2025 for measures/activities between 1 September and 31 December 2025

Note:

The DAAD reserves a processing period after the application deadline of at least 3 months which should be considered when planning measures/activities.

SELECTION PROCEDURE

13

Selection of applications for project funding

The DAAD decides on the funding based on the evaluation of the applications by expert reviewers.

SELECTION CRITERIA

- (1) The subject-specific and overall quality of the project in terms of its ability to achieve the project and programme objectives (weighting: 60%)
- (2) Quality and rigour of project planning (weighting: 20 %)
- (3) Impact of the project on the individual target groups and areas addressed beyond the funding period of the project (weighting: 5 %)
- (4) Consideration of diversity (weighting: 5 %)
- (5) Contribution to initiating, intensifying, expanding and/or consolidating cooperation and transfer of knowledge between participating higher education institutions and non-university partners, with particular attention to the participation of women (weighting: 10 %)

PARTICIPANT SELECTION PROCEDURE

14

Selection of participants

A selection committee appointed by the grant recipient is to decide on the selection of participants with special consideration to the participation of women and to diversity.

The selection procedure must be described in the project description.

- Public announcement of the funding programme

- Composition of the selection committee (e.g. grant recipient, partner higher education institution, number of committee members)
- Selection criteria (e.g. selection of the best, professional performance, personal suitability in terms of social and cultural commitment and motivation)
- Documentation of the selection decision in a selection protocol

ATTACHMENTS

15

1. Overview of funding rates
2. Handout ROM (including result framework, indicator catalogue)
3. Honorarium table

FORM TEMPLATES

16

- Project description
- Project planning overview
- Endorsement by the German higher education management
- Endorsement by the foreign higher education management

IMPORTANT INFORMATION

17

- FAQ Ta'ziz Partnership
- Project planning overview example
- Link to ROM [Video 1](#) and [Video 2](#)
- Overview of help texts for mandatory/detailed information financing plan
- Information sheet "Information on mobility with disability or chronic illness"
- Handout „Klimasensible Umsetzung von internationalen Hochschulkoooperationen in der Projektförderung des DAAD“ (as yet only available in German)
- Handout „Strengthening equal opportunities and diversity in DAAD projects“

CONTACT

18

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