

AUSTRALIA-GERMANY JOINT RESEARCH COOPERATION SCHEME

2023 TERMS AND CONDITIONS

(FUNDING TO COMMENCE IN 2024)

1 GENERAL

- 1.1 The Australia-Germany Joint Research Cooperation Scheme (the scheme) provides financial support for the travel and living expenses associated with collaborative research between Australia and Germany.
- 1.2 Researchers must be working on a genuinely collaborative research project with German partners, not furthering their individual research in Germany (or vice versa).
- 1.3 As part of the DAAD's Program for Project-related Personal Exchange (PPP), the scheme usually involves a two-way exchange of researchers to and from Germany.
- 1.4 The project works on a reciprocal funding basis whereby the German Academic Exchange Service (DAAD) provides financial support for travel and living expenses for German research stays in Australia, while Australian universities provide financial support for research stays in Germany.

2 ELIGIBILITY

- 2.1 The scheme is open to all academic fields of research. Interdisciplinary projects are permitted and encouraged but will not be given preference over single discipline applications.
- 2.2 A significant focus of the scheme is to develop the experience and capacity of early career researchers (ECRs). **Projects that do not involve an ECR will not be considered for funding.**
- 2.3 For the purpose of this scheme 'early career researcher' is defined as:
 - A PhD or Research Masters student enrolled at a Universities Australia member university;
 - A researcher who has had a Research Masters or PhD awarded within five years from the date of the application; or
 - A researcher who received their award more than five years before the date of the application but who, due to career interruptions, has had less than the equivalent of five cumulative years of research experience.
- 2.4 The assessment and eligibility of ECRs will be at the discretion of the Australian university.
- 2.5 **All projects must submit two applications.** The Australian applicants must submit an application to the Australian project leader's university and the German applicants must submit a corresponding application to the DAAD.
- 2.6 Australian applications must be submitted with a nominated project leader. The project leader holds responsibility for the reciprocal German research stay, meeting institutional requirements and administering funds. Though they may

choose to do so, it is not compulsory for project leaders to travel through the scheme.

- 2.7 The project leader must be a staff member in a teaching and research, or research only, role at the Australian university administering the application and with a contract that is valid for the duration of the relevant funding period. The project leader does not need to be an ECR, although the project must still involve ECRs as per Section 2.2.
- 2.8 The eligibility of honorary, adjunct, or sessional staff will be at the discretion of the university's research office and will be managed on a case-by-case basis.
- 2.9 The eligibility of international PhD students will be at the discretion of the university's research office and will be managed on a case-by-case basis.
- 2.10 Those that have been successful under the scheme in previous rounds are eligible to apply. They may apply for funding to build upon a project previously funded under the scheme, a new project with the same German partners, or a new project with new partners.
- 2.11 The German collaborating institute must be a publicly funded higher education and research institute based in Germany. If you are unsure about the eligibility of a partner institution, search for the institution on the Study in Germany website, or your German partner can contact the DAAD directly.
- 2.12 German project leaders must be based in Germany and hold German citizenship or permanent residency.
- 2.13 Australian applicants applying to host researchers who are citizens of the countries listed on the [Department of Foreign Affairs and Trade](https://www.dfat.gov.au/international-relations/security/sanctions/Pages/about-sanctions) website may find that they are affected by United Nations Security Council (UNSC) and Australian Autonomous Sanctions laws. If this is the case, applicants are strongly advised to contact their research office to ascertain whether this will affect their application before starting the application process. If an application to host citizens of any of the listed countries on the DFAT site is successful, additional information will be required by the Australian host university in order to satisfy Australian sanctions laws. Applicants should note that applications that do not satisfy Australian laws may ultimately be deemed unsuccessful. The countries subject to UNSC and Australian Autonomous Sanctions are listed at: <https://www.dfat.gov.au/international-relations/security/sanctions/Pages/about-sanctions>
- 2.14 Applications involving a one-way research stay will be considered if the objectives of the project can be achieved under this structure.

3 FUNDING AVAILABLE

- 3.1 Funds for Australian researchers will be provided directly by the recipient's university.
- 3.2 Each university will nominate its own level of financial contribution to the scheme as a whole and will only fund projects that involve their own researchers. Universities may choose to fund projects to a lower level than the

amount the project originally applied for.

- 3.3 The maximum funding available per Australian application is AUD 12,500 per annum for up to two years (AUD 25,000 across 2024 and 2025). This amount is not intended to be split between the Australian and German collaborators; the German researchers will receive a separate stream of funding from the DAAD.
- 3.4 Funding through the scheme will cover the cost of:
 - return economy airfares; and
 - living expenses up to AUD 250 per person per day or AUD 3,500 per person per month.
- 3.5 The funds may be divided among as many researchers as necessary to the project.
- 3.6 It is expected that basic research costs (staff and equipment) will be met by the host institutions in Australia and Germany.
- 3.7 Applications do not need to apply for the maximum amount of funding. The funding must be connected to relevant days of research work, not simply time spent in Germany. The requested amount must be itemised and justified on the application form.
- 3.8 The length of the research stay will be dependent on the available budget and the amount of work required for the collaboration. Exchanges of less than two weeks are not recommended, although may be approved at the discretion of the Australian university on a case-by-case basis.
- 3.9 The scheme does not provide funding for:
 - Private activities undertaken by participants in conjunction with the exchange;
 - Basic research costs (staff or equipment);
 - Activities that are, or could reasonably be expected to be, supported by other funding sources;
 - Activities providing purely study or training opportunities for participants;
 - Attendance at seminar/conference events; and
 - Insurance related to the research stay, including travel insurance.

4 APPLICATION PROCESS

- 4.1 Australian researchers must confirm with their research office whether their university is participating in the scheme prior to applying.
- 4.2 All projects must submit two applications. The Australian applicants must submit an application to the Australian project leader's university and the German applicants must submit a corresponding application to the DAAD. The two applications are expected to be equivalent in quality and content.

- 4.3 As per Section 2.2, all applications must involve ECRs. If the ECR is unknown or undecided at the time of application, they may be included in the application as, 'ECR to be named'. All subsequent alterations to ECRs will be managed according to Section 8.
- 4.4 The Australian application must be sent via email to the Australian project leader's university research office by 21 June 2023 using the application form provided on the UA website.
- 4.5 Extensions and late applications will be at the discretion of the Australian university, in collaboration with UA and managed on a case-by-case basis.
- 4.6 Applications whose German collaborators do not submit a corresponding application to the DAAD by 21 June 2023 will not be considered.
- 4.7 The corresponding German application must be submitted with the same title and the same project ID number. Project ID numbers are assigned to all German applications by the DAAD. All Australian applications must obtain this number from their German research partners in order to submit their application form.
- 4.8 Applications may contain researchers from more than one Australian or German institution.
- 4.9 Applications that contain researchers from more than one German institution will need to discuss which institution will be the lead institution on the German application and the lead institution will be responsible for administering the funds.
- 4.10 Applications that involve more than one Australian university must either:
- Submit a shared application and nominate one institution to be the lead for the application. The collaborating Australian university research offices will need to form an agreement that, should the application be successful, each institution will meet the costs of their own researchers; or
 - Submit separate applications from their respective universities. This requires a corresponding application to be submitted by the German collaborator for each Australian application i.e. two applications and two application project IDs.
- 4.11 Projects will be selected for funding based on the competitive selection process set out in Section 5.

5 SELECTION PROCESS

- 5.1 Applications are assessed by the Australian university and the DAAD, who use a similar weighting scale and criteria for assessing applications (see Section 6).
- 5.2 Each Australian university conducts a pre-selection process to assess applications. The results of the pre-selection process are sent to Universities Australia, where they will be compiled and sent to the DAAD to inform the

DAAD selection panel's final assessment.

- 5.3 Only applications that have been awarded an overall score of 80 or above in the pre-selection process will be considered eligible for funding and will progress to the next stage of assessment at the DAAD selection panel meeting.
- 5.4 The DAAD will liaise and negotiate with Universities Australia to ensure the DAAD's decisions align with those of the Australian universities. The corresponding German application must be of a similarly high standard to the Australian application for it to be successful.
- 5.5 Applicants will be notified of the outcomes of the selection process in November 2023.

6 ASSESSMENT CRITERIA

- 6.1 There are four main criteria to be used in assessing applications:
- 6.2 Only applications that are awarded a total score above 80 out of 100 will be considered eligible for funding.
- 6.3 Each participating Australian university may choose to prioritise projects that involve certain research areas, or which propose collaboration with a strategic research partner organisation in Germany. This information should be shared with Universities Australia to be relayed to the DAAD selection panel.

Selection Criteria	Description	Weighting
Selection Criterion 1	Scientific quality of the project	40%
Selection Criterion 2	Appropriate involvement of early career researchers	30%
Selection Criterion 3	Complementarity and knowledge transfer between the research groups	20%
Selection Criterion 4	Feasibility of the research project	10%

7 CONDITIONS OF FUNDING

- 7.1 Applicants will clearly outline details of the funding sought on the scheme application form.
- 7.2 Funds for successful applications will be paid to Australian researchers directly by their respective university.
- 7.3 Successful recipients must comply with all financial reporting requirements of their own universities.
- 7.4 It is the responsibility of the recipients to ascertain whether it is necessary to obtain ethics committee approval for the proposed research activity in both Australia and Germany and obtain approval if it is required.
- 7.5 Recipients will be bound and protected by the policies of their institutions in relation to intellectual property, codes of conduct etc.
- 7.6 It is the responsibility of the grant recipients to ensure that any existing and resulting intellectual property is appropriately protected. Whilst working at a partner institution, researchers must also respect and abide by the partner institution's policies.
- 7.7 It is the responsibility of the recipient to ensure that their travel and research activities are covered by their own institution's insurance policies.
- 7.8 Recipients of grants commencing in 2024 must complete a project report using the project report form available on the [UA website](#). This report must be submitted to the contact officer in their institution's research office by 28 February 2025. The report will include details of expenditure incurred, the activities undertaken, and benefits derived. For projects funded for more than one year, a progress report must be submitted by 28 February 2025, with a final report to be provided within two months of the completion of the project.
- 7.9 Each grant recipient will agree to complete any surveys or request for information deemed necessary by Universities Australia or sponsoring institutions for the purposes of evaluating the scheme.

8 VARIATIONS TO FUNDED PROJECTS

- 8.1 Variations to the Australian side of the project must be approved by the university responsible for funding the project.
- 8.2 Named researchers and ECRs may be changed or replaced at the administering university's discretion and do not require approval from Universities Australia provided the objectives of the project can continue to be met. Any variations to named personnel must ensure that the project maintains ECR involvement as per Section 2.2.

- 8.3 For any variations to project leader, you must contact Universities Australia to confirm the change in project leader.
- 8.4 Changes to the dates of research stays may occur within the calendar year and does not require approval from Universities Australia.
- 8.5 Funds cannot be rolled over from year to year, unless special exemption for exceptional circumstances has been sought. Thus, travel scheduled for 2024 must occur in the 2024 calendar year and any travel proposed for 2025 must occur in the 2025 calendar year.
- 8.6 Researchers may request to have funds rolled over into the following calendar year under exceptional circumstances. In these cases, researchers must firstly seek approval from their university's research office and confirm these changes with their German research partners. Universities Australia must be informed of these changes.
- 8.7 Variations to the German travel arrangements and researchers should be directly communicated to the DAAD by the German collaborators.

9 FURTHER PROCEDURAL MATTERS

- 9.1 Issues not addressed by the Terms and Conditions 2023 may arise. In this event, the issues will be resolved through written communication between the administering university, Universities Australia and/or the DAAD.