

Australia-Germany Joint Research Cooperation Scheme

---

# 2024 Terms and Conditions

(Funding to commence in 2025)

# 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 travel and living expenses for Australian 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 institution must be a publicly funded higher education and research institution 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 the 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 Applicants should note that applications that do not satisfy Australian laws may ultimately be deemed unsuccessful. Applications may be affected by United Nations Security Council (UNSC) and Australian Autonomous Sanctions laws on the basis of the collaborating researcher's citizenship. Prior to starting an application, it is recommended that Australian applicants check the [Department of Foreign Affairs and Trade website](#) and contact their research office if any issues arise.
- 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.
- 3.3 The maximum funding available per Australian application is AUD\$12,500 per annum for up to two years (AUD\$25,000 across 2025 and 2026). This amount is for Australian applicants only and German researchers will receive a separate stream of funding from the DAAD.
- 3.4 Universities may choose to nominate a different level of funding within the scheme's parameters, than is listed on the application.
- 3.5 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.
- 3.6 The funds may be divided among as many researchers as necessary to the project.
- 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. 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 It is expected that basic research costs (staff and equipment) will be met by the host institutions in Australia and Germany.
- 3.10 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, 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 19 June 2024 using the application form provided on the Universities Australia website.
- 4.5 Extensions and late applications will be at the discretion of the Australian university, in collaboration with Universities Australia and managed on a case-by-case basis.
- 4.6 Applications whose German collaborators do not submit a corresponding application to the DAAD by 19 June 2024 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 applicants 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 nominate an institution to 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 out of 100 or higher in the pre-selection process will be considered eligible for funding and will progress to the next stage of assessment by the DAAD selection panel.
- 5.4 The DAAD will liaise with Universities Australia to ensure the DAAD's decisions align with those of the Australian universities.
- 5.5 Applicants will be notified of the outcomes of the selection process in November 2024.

## 6 Assessment criteria

- 6.1 There are four main criteria used in assessing applications:

<b>Selection Criteria</b>	<b>Description</b>	<b>Weighting</b>
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%

- 6.2 Only applications that are awarded an overall score of 80 out of 100 or higher will be considered eligible for funding.
- 6.3 Each participating Australian university may choose to prioritise projects and this information can be shared with Universities Australia through the ranking spreadsheet.

## 7 Conditions of funding

- 7.1 Applicants must clearly outline details of the funding sought on the scheme application form.
- 7.2 Funds for successful applications will be provided to Australian researchers directly by their respective university.
- 7.3 Successful recipients must comply with all financial reporting requirements of their university.
- 7.4 It is the responsibility of the recipients to obtain ethics committee approval for the proposed research activity in both Australia and Germany, if 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 recipients to ensure that any existing and resulting intellectual property is appropriately protected.
- 7.7 While working at a partner institution, researchers must respect and abide by the partner institution's policies.
- 7.8 It is the responsibility of the recipient to ensure their travel and research activities are covered by their own institution's insurance policies.
- 7.9 Recipients of grants commencing in 2025 must complete a project report using the project report form available on the [Universities Australia website](#). The final report must be submitted to the contact officer in their institution's research office by 28 February 2026. The report must include details of expenditure incurred, the activities undertaken, and benefits derived. For projects funded for more than one year, an interim report must be submitted by 28 February 2026, with a final report to be provided within two months of the completion of the project.
- 7.10 Each recipient must agree to complete any survey 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, Universities Australia must be contacted to confirm the change.
- 8.4 Changes to the dates of research stays may occur within the calendar year and do not require approval from Universities Australia.
- 8.5 Funds cannot be rolled over from year to year, unless an exemption for exceptional circumstances has been sought. In these cases, researchers must firstly seek approval from their university's research office, confirm these changes with their German research partners and inform Universities Australia.
- 8.6 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 2024 may arise. In this event, the issues must be resolved through written communication between the administering university, Universities Australia and/or the DAAD.